



Annual Meeting 2017

Minutes

BOARD OF TRUSTEES

Saturday, July 29, 2017

8:00 a.m. – 1:00 pm

- 1.1 Board Chair Allan Hauck called the meeting to order at 8:00 a.m.
- 1.2 Secretary Norma Andersen conducted roll call and announced there was a quorum.
Present: Norma Andersen, Lori Brown, Richard Burt, Mike Cooley, Cheryel Goodale, Allen Hauck, Murray Jones, Mostafa Khattab, Susan Labas, Bob Meyer, Robert Ries, Lauren Rossman, John Schaufelberger, Khalid Siddiqi, Greg Zick and Mike Holland
Absent: Dan Belcher, Mike Emmer, Sean Foley, John Gaver, James Hogan, Donald McCollister, Carl Roegner, and John Schmidt, Andrew Yantis
Guests: Charles Rosset, Bill Bender, Kimberly Bayler Bivins, Hank Bray, Trudy Petty, Allen Crowley, Sarel Lavy, Rogers Hunt
- 1.3 Minutes were approved as read.
- 1.4 Report on Executive Session
Approved nine accreditation actions; Six Reaccreditation, One Initial Accreditation and Two Master's Degree programs.
Two extension requests were approved: Ferris State University and Santa Fe College. Tab 3
The President's performance was reviewed and the President's employment was renewed for the next year. Mike joked that he would like to see his contract. Report was approved.
- 1.5 Treasurer's Report
Mike Cooley reviewed the budget. Tab 4.4. He indicated there is a projected \$24,800 budget shortfall for 2017-2018. There was a bad debt which was reversing NAWIC Education Foundation dues because they chose not to renew their membership.
The budget on page 3.6 was approved for next year.
- 1.6 President's Report Tab 6
The main focus for the past 6 months has been the Marketing Plan which involved learning about the strengths and weaknesses of ACCE.
ABET is renamed ANSAC. page 6.1
The Dupree Fund had good applications this year.
The CHEA Interim Report was accepted. The next CHEA recognition is in 2021. Report was approved.

1.7 Executive Committee Report

Report included both Wednesday and Friday sessions.

The committee accepted the reports for all of the special committees that report to the Executive Committee. The NAWIC Education Foundation Construction Industry Specialist Program was approved as a recognized program.

The Report was approved.

1.8 Additional Board Action Items in the Meeting Book Pages:

3.1 Ferris State one year extension was approved.

3.3 Santa Fe College six month extension was approved.

3.3-5 Committee assignments for 2017-2018 will be addressed when the new board is seated.

3.6 The budget for 2017-2018 was approved.

3.7 The strategic planning committee was approved as amended.

A Marketing and Communication committee was created and approved with the amended committee membership. The committee will officially begin at the 2018 Mid-Year meeting. It was discussed that the Task Force continue to oversee implementation of the Marketing Plan. Al Hauck will remain as the Task Force Chair.

1.9 Marketing and Communication Plan

The plan was discussed. Richard Burt and Robert Ries volunteered to address Goal 2 #2 and Goal 4 #4.

It was indicated that the website is not mobile friendly. This may be addressed for about \$2,000. The IAB information needs to be more available and we need to add analytics. We need to explore adding more links for all stakeholders.

1.10 Leadership Development

1.10.1 Nominations for Board Trustees

Chuck Berryman was nominated as an At-Large Trustee.

Nominations for Industry Trustee are:

John Gaver and Bob Meyer - 1 year term

Susan Labas and Drew Yantis - 2 year term

Rebecca Burleson, Tammy Crooks and Cheryl Goodale – 3 year term

1.10.2 Nominations for Board Chair, Board Vice Chair, President

Cheryl Goodale was nominated a Board Chair and John Schaufelberger as Vice Chair.

1.11. Election of Board Trustees

Nominations were approved as presented.

1.12 Seating of the new Board

The new Board was seated

1.13 Election of Board Chair, Board Vice Chair, President

Cheryl Goodale was elected as Board Chair, John Schaufelberger as Vice Chair, and Mike Holland as President.

1.14 Committee Chair and Committee Member recommendations

The committee assignments are listed in Tab 3.4-5 and were approved as amended.

1.15 Confirmation Committee Chair and Committee Members

The committee assignments were confirmed as amended.

1.16 Board Committee Reports / Requests for Board Action

1.16.1 Accreditation

John Schaufelberger proposed change to Document 101. 4.8.3 Extension of Accreditation Period. The proposal requests the extension request be received 13 months prior to the end of the current accreditation term/period. The proposed change will proceed through the normal process.

1.16.2 Standards

Robert Ries reported for Abdol Chini.

The following clarifications to Document 103 OBS were approved by the standards committee 27 July 2017.

3.1.2.3 Change to read: Physical or Environmental Science.

Physical or Environmental Sciences shall be analytically based and not descriptive.

Bachelor Degree Programs: A minimum of 6 semester hours (9 quarter hours)

3.1.5.3 (Item D) Change to read:

Evaluate each Student Learning Outcome by a minimum of two assessment methods, at least one of which must be direct, and provide a table identifying the specific assessment method used for each Student Learning Outcome. Note: If student teams or group projects are used for the assessment, there must also be a process in the team/group environment to assess individual student learning.

3.1.5.3 (Item E) Change to read:

Produce evidence in the form of assessment tools, any associated grading rubrics, and one example of graded work to prove the adequacy of the assessment tool in evaluating individual student's ability to meet each Student Learning Outcome. Programs using third-party certifications shall provide comprehensive results for each Student Learning Outcome where such assessment is applied.

Report was approved.

1.16.3 Finance

Mike Cooley reviewed the budget. Page 4.4 He indicated there is a projected \$24,800 budget shortfall for 2017-2018. There was a Bad Debt which was reversing NAWIC Education Foundation dues because they chose not to renew their membership.

The budget on page 3.6 was approved for next year.

1.16.4 Strategic Planning

Cheryl Goodale reported the Strategic Planning Committee worked and the Strategic Plan Goals and how they will interface the Marketing and Communication Plan. Cheryl will update the Strategic Plan and send it out to the committee members.

The report was approved.

1.16.5 Council of Chairs

They conducted a Self-Study Workshop and Mentor Training. They continue to ask for feedback from Visiting Team Chairs and Programs.

The report was approved.

1.17 Report on International Activities

The report on Page 6.4-5 was approved.

1.18 Other Business

The cost of travel and the conference was brought up as an issue that needs to be addressed. Discussion followed. No specific direction was developed.

The Mark Benjamin Award will be awarded to Bob Bowen at the February meeting.

1.19 Future Meeting Dates

2018 Mid Year Meeting, February 21 - 24, 2018 – Tucson, Arizona

2018 IAB Event, February 21, 2018 – Tucson, Arizona

2018 Annual Meeting, July 25 - 28, 2018 – Calgary, Canada

1.20 Adjourn

Adjourned at 11:05

Minutes respectfully submitted by Norma Andersen



