



Annual Meeting 2017

Minutes

Executive Committee Friday, July 28, 2017 2:00 – 3:00 p.m.

1. Greetings **Note: 1 hour only**
 - a. Members Present: Al Hauck, Norma Andersen, Cheryel Goodale, Mike Holland, Abdol Chini, Mike Cooley, Murray Jones, Khalid Siddiqi, John Schaufelberger.
 - b. Members Absent: Sean Foley, John Gaver, James Hogan, James Jones, Charlie McIntyre.
 - c. Guests: Greg Zick, Richard Burt, Souhail Elhouar, Charles Roesset, Bob Meyer, Craig Capano, Sarel Lavy, Lauren Rossman, Susan Labas, Mike Safari, Mostafa Khattab, Drew Yantis, and Trudy Petty

2. Minutes of February 2017 meeting were approved as written

3. Brief Committee Reports of Significant Issues

- a. Accreditation Committee Report – Progress Reports
John Schaufelberger reported the Accreditation Committee reviewed one initial accreditation, eight renewal accreditations, fifteen BS progress reports, three MS status reports and two accreditation extension requests. All were accepted.

The committee will no longer accept one report for a dual accreditation visit. They must prepare separate self-study and Visiting Team Reports for each program. This will not require any change to documentation. Programs will need to be clearly notified of this requirement.

- b. Guidance Committee Report
The training sessions for the self-study and mentor training were well attended. It was discussed that mentors should be assigned earlier in the process.
- c. Development Committee Report
Craig Capano reported they discussed the Marketing Plan and the resulting change to the Development Committee. Awards will be moved to the Dupree Committee.
- d. Training Committee Report
12 attended the Chairs training
24 attended the Advanced Visitor's Training
19 attended the Initial Visiting Team Training
37 attended the Self-Study Training

- e. **Dupree Education Committee Report**
Greg Zick reported that two committee members and nine guests were in attendance. Two scholarships will be awarded; one to a graduate student from CSU and one to a graduate student from ASU.
 - f. **Recognition Committee Report**
The Recognition Committee recommends the recognition of the Construction Industry Specialist Training Program offered by NAWIC Educational Foundation. There is one recognition scheduled for February.
 - g. **Industry Liaison Committee Report**
Susan Labas reported they recapped the February 2017 event and discussed the upcoming IAB event in 2018.
4. **Brief Caucus Reports of Significant Issues**
- a. **Association/Industry Representatives Caucus**
They elected new Board of Trustees and are going to stagger the terms.
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
 - b. **Associate Degree Program Representatives Caucus**
Five programs plus four or five candidate programs were in attendance. They discussed the Student Learning Outcomes and the need for clarification.
 - c. **Baccalaureate Degree Program Representatives Caucus**
There were three presentations.
The Roofing Industry Alliance for Progress: 2017 – 18 Student Competition and Opportunities for Collaboration by Bill Good
Best practices to access team/group student learning outcomes on an individual basis as required by ACCE by Dr. Charles Berryman.
Evaluating the Validity of an SLO Assessment by Dr. Tom Leathem
- Topics were discussed for next meeting.
5. **Other Old Business**
There was no old business.
6. **New Business**
- a. **Discussion of Self Evaluation Survey results and determination of needed Action Items.**
Items 1 and 3 were discussed. Items 3 requires a review of the By-Laws.
How to keep visiting teams current was discussed.
Abdol Chini suggested that all committee chairs send the Board Secretary a summary of their reports.

7. Future Meetings

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

8. Adjourn

Adjourned at 3:48 p.m.

Minutes are respectfully submitted by Norma Andersen

Handwritten signature of Norma Andersen in cursive script.