



Annual Meeting 2018

Minutes

**Executive Committee
Wednesday, July 25, 2018
3:00 – 5:00 p.m.**

1. Greetings
 - a. Members Present: Cheryel Goodale, John Schaufelberger, Norma Andersen, Mike Holland, Craig Capano, Abdol Chini, Al Hauck, Murray Jones, Susan Labas, Charlie McIntyre, Khalid Siddiqi
 - b. Members Absent: James Jones, Scott Sumner, Greg Zick
 - c. Guests: Alan Bond, Angela Deans, Gery Frie, Shannon Degenhart, Candace Scott, Drew Yantis
2. Minutes of February 2018 meeting were approved unanimously.
3. Agendas
 - a. Agenda for Annual Board of Trustee Meeting Tab 1.26

Added 1.10.7 Membership Category Task Force
 - b. Items brought forward for discussion
 - i. By Laws Change Tab 3.1 for Board Action
 1. Sunset the Strategic Plan and move the Strategic Plan responsibility to the Board of Trustees.
 2. Separate Document 103 into three Documents; Associate Degree (103 A), Bachelor's Degree (103 B), and Master's Degree (103 M).
 3. Move the Marketing Committee to a Board Committee. Tab 3.4
 - ii. Standards Change Tab 3.5-3.62 for Board actions
 1. Separate Document 103 into three documents.
 2. Update Master's Degree to be more outcomes based.
 3. This will cause some duplication across the three documents and will need to be monitored.
 - iii. Budget FY 2019 Tab 3.65

The budget will be presented to the Board for approval.

iv. Committee recommendations 2018-19 Tab 3.63 – 3.64

Committee appointments as presented will be forwarded to the Board for Approval.

v. SUNY Delhi Extension Request Tab 3.66

The Accreditation will discuss and sent a recommendation to the Board.

vi. Purdue Extension Request

The Accreditation will discuss and sent a recommendation to the Board.

4. Financial Report Tab 4

Financials were not avail in time to be addressed in this meeting.

5. Board Committees

a. Accreditation Committee

Khalid Siddiqi reported they will be reviewing 7 initial and renewal reports, 22 Progress Reports, and 2 extension requests.

b. Strategic Planning Committee

John Schaufelberger reported the Strategic Plan has been updated based on the tasks and responsibilities of the Marketing Committee.

Shortening the Meetings by one day and being done on Friday has received favorable reviews and will continue for the foreseeable future.

The Membership Category Taskforce will report to the Board on Friday.

c. Standards Committee

Abdol Chini reported that Standards will begin the Standards review for the nest 2 year cycle for changes and or modifications. They will also discuss issues brought forward by the Council of Chairs.

Candace Scott shared what CTAB is doing in terms of accreditation.

d. Marketing/Communications Committee

The committee has been meeting regularly and is making process. A full report will be given to the Board on Friday.

e. Leadership Development Committee

Al Hauck reported the following will be brought before the Board for approval

Secretary – Richard Burt

Treasure – Greg Zick

Public Interest Trustee – Carl Roegner

At large Trustee – Rogers Hunt

f. Finance Committee

Mike Holland reported that there is not report at this time due to errors in accounting which he and Greg Zick are working to resolve. There were no accurate reports available at this time.

g. Council of Chairs

Craig Capano reported they collected and review the input from the Spring visits. They have scheduled a panel of team chairs and program coordinators for Friday.

6. Special Committees

a. Training Committee

The following training sessions will be held.

Visiting Team Chairs

New Attendees

Initial and Advanced Visiting Team Training

Visiting Team Case Studies

There are number of new trainers stepping up.

b. Guidance Committee

Mike Holland reported that Guidance has been working with Mentors. A record number of mentor reports were received. The developing delivering workshops and indicate their needs to be more.

c. Recognition Committee

Murray Jones reported that they have no actions this meeting.

d. Dupree Education Fund Committee

Mike Holland reported there were no scholarships awarded this year. He has visited with NHE and they are very pleased with the awards to date.

e. Industry Liaison Committee

Charlie McIntyre reported the Mark Benjamin Award was presented to Bob Bowan.

The agenda for the 2019 IAB is being finalized. Sponsors and speakers have been selected. They are self-funding and have a \$25,000 budget.

7. International Report

The international report is under tab 6.3.

8. Discussion of Self Evaluation Survey results and determination of needed Action Items

This item was moved to the Friday meeting.

9. Nomination of the President.

Cheryl Goodale noted that Executive Committee is charged with nominating the President. Al Hauck nominated Mike Holland to be President and to be forwarded to the Board for approval, Khalid Siddiqi seconded. It was approved unanimously.

10. New Attendees & Hosts

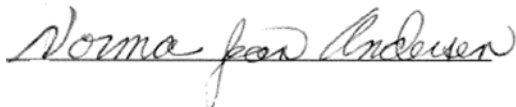
Listed in Tab 2.10

11. Future Meetings

- i. 2019 Mid-Year Meeting – February 20 – 23, 2019 – Houston, Texas
- ii. 2019 IAB Event – February 20, 2019 – Houston, Texas
- iii. 2019 Annual Meeting – July 24 – 26, 2019 – Philadelphia, Pennsylvania

12. Adjourn at 4:15

Respectfully submitted



Norma Andersen, Secretary