



The Association of
Technology,
Management, and
Applied Engineering

ATMAE Board of Directors Meeting December 19th, 2014, 11:00 AM Via Conference Call

Present: Bill Hallock, Justin Yang, Royall Mack, Jeff Cunion, John Wyatt, Rod Flanigan, Jesse Kamm, Joyce Wilkerson, Robert Chin, Lynda G. Kenney, John Hausoul, Joyce Wilkerson (partial)

Absent: Susan Ely, Lynda Kenney, John Wyatt

Visitors/ Staff: Michele Anderson, Kelly Schild

Meeting Minutes:

Bill Hallock called the meeting to order at 11:05 AM.

Approval of the minutes:

One change was recommended to the minutes. The Board will fly out of the June Board meeting on the 23rd not the 22nd. Robert Chin moved to approve the minutes from the October Board meeting. The motion was seconded by Royall Mack, and unanimously approved by the board.

Treasurer's Report:

Jesse Kamm described the financials for the latest month YTD. He informed the Board that he and John Hausoul were working on a reserves policy. He also spoke with Andy Anderson, chair of the Accreditation Board to gain a greater understanding of the finances of that group. He stated that it was a positive call and that Dr. Anderson recognized the importance of positive net revenue to ATMAE.

Administration Update:

John Hausoul reported on the latest membership and certification numbers. He explained that we had begun efforts to increase membership. The first effort was to send out a hard mailing to over 350 individuals who had not renewed in the previous year. The letter was specifically designed to discuss the new excitement surrounding ATMAE and its recent conference. More efforts will be described in the next Board meeting.



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Annual Conference:

The final conference number was 429 registrants and as stated earlier the total revenue for registrants was higher than last year.

Sponsorship revenue was down however even after repeated efforts to contact past sponsors. An increased effort will be made to develop new sponsors prior to the meeting next year.

The following issues were discussed as needed/to be completed by January:

Robotics Rules including a first conference call on Robotics

2015 Presentation Submission Process

RFPs have been sent out for 2016. A chart with several choices will be presented at the next meeting. We will be asking the Board to provide input on which path they would like us to take.

Royall gave an update on the NIAC Opinions of the Conference. The number of students at the conference (interested in NIAC offerings) was unacceptable. The group was deciding whether or not to participate in the future. The question was asked... "Is the conference designed for students"? A meeting was going to be held amongst the members of NIAC and the Executive Director to discuss next steps.

Accreditation

Michelle Anderson gave an update on the Accreditation Program. They are closing out 2014. Prepping for the validation reports to CHEA. Working on the Policies and Procedures Report. There are 21 site visits this spring. They would like to develop a better tool for site visit reports. One benefit would be that it would improve Michele's ability to conduct a quality check before the reports go out.

Journal

They are still working on the software for the Journal. They have not identified all the reviewers for the 2 year school special issue. A Request for Papers went out to all CCTI members and the ETB list serve to appeal to a wider group.

Old Business



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The issue regarding the funding of a project submitted by Dominick Fazarro to allow ATMAE to offer training and a certification program, for workers in the advance materials industry was raised again for vote.

The following questions were answered:

- 1) There are development costs associated with this program – that is new to ATMAE. Does ATMAE want to proceed down this path? Yes. The certification committee strongly recommends that in order to bring valuable new programs to ATMAE that we will, at times, have to “pay for content development.” A letter was submitted by Mark Miler, Chair of the Certification Board, requesting support for this project.
- 2) Since an outside partnership developed materials, is there a question of ownership? No. While ATMAE will own the presentation materials and test itself. No one may own the background materials as Health and safety data is public domain.
- 3) Since this project involves safety, the question was raised if there are liability issues that could tie in ATMAE. No this is NOT a Safety certification or training. It is awareness training developed, in part, by the US Government’s office of OSHA and NIOSH. While they will not formally support the program they have been involved in its development every step of the way.

Jeff Cunion made a proposal to fund the program \$3,600 for the project and it was seconded by Bob Chin. The vote was unanimous in favor of funding the project.

There being no further business, it was moved and seconded to adjourn the meeting. The meeting was adjourned at 12:20 pm.