



The Association of
Technology,
Management, and
Applied Engineering

ATMAE BOARD OF DIRECTORS MEETING

January 15th, 2016 2:00 PM

Via Conference Call

PRESENT: John Wyatt (Chair), Dominick Fazarro (Vice Chair), Susan Ely (Treasurer), Victor Brown, Erik Devito, Rod Flanigan, Justin Yang, John Hausoul (Executive Director, Secretary)

Absent: Bill Hallock, Casey Fitch Randolph

Visitor/Staff: Kelly Schild, Kerri Leonard

John Wyatt called the meeting to order at 2:00 PM CST.

Approval of the minutes:

Changes were made regarding a Board member's name. Rod Flanigan moved to approve the minutes from the November, 2015 Board meetings. The motion was seconded by Dominick Fazarro and unanimously approved by the Board.

Treasurers Report – Susan Ely gave an update on the December 2015 financials. Charts were discussed and it was requested that YTD P&L with a comparison to previous year would be added to the financial charts. This will happen with the next meeting.

Administrative Reports – Staff gave various administrative reports including membership, which continues to trend higher than the same period last year, and accreditation. The Board requested that non renewals be listed under “New members” and “renewed members” categories in the dashboard. This will be completed in the next cycle. Accreditation announced that they had open Board positions and were preparing for site visits for the 2016 year.

Conference Report – Revenues were still coming in from the 2015 Annual Conference. While there are still outstanding invoices although its expected that total revenues will be slightly less than last year. Staff recognized this prior to the conference and were able to adjust expenses to ensure a positive net revenue for the conference.



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A proposal to change the 2016 Conference was discussed with the goal of attracting more students and bringing more value to their participation. With this in mind, the following conference agenda changes were unanimously approved after being motioned by Erik Devito and seconded by Susan Ely:

Wednesday

- Robotics presentations Wednesday Afternoon
- Robotics Competition/ Opening Night Reception Wednesday night. Starts at 7 PM.

Thursday

- Student Competitions Thursday AM –
- Division Meetings - Thursday AM –
- No Thursday AM Keynote
- Celebrate ATMAE! Awards Reception
- Student PM Tracks

Friday

- Student Track/Activity
- No Luncheon
- ATMAE – Business session/Keynote – no awards (awards the previous evening)

New Business

A proposal was made by Erik Devito and seconded by Rod Flanigan. It was unanimously accepted: The University Division and the CCTI Division will be merged into a single Administrative Division. John Hausoul informed the Board that each leader of the division was contacted regarding the change and agreed that it would benefit ATMAE. The change tracks, more closely, the tracks of the conference and can serve as a strong place for Deans and Department chairs to coordinate work that can benefit schools.

A proposal was made by Susan Ely and seconded by Dominick Fazarro to appoint David Brinkruff to a one-year term to fill the 2-year representative position on the Board of Directors. After a discussion regarding his Biography, the vote to approve was unanimous.

A proposal was made by Dominick Fazarro and seconded by Justin Yang. It was unanimously accepted to begin a ATMAE Senior Fellow Program. This program would offer past leaders of the association a chance to stay involved with ATMAE in a formal capacity in an area of their specialty or interest. The first Senior Fellow appointed for 2016/2017 is Ray Diez, who will be the 2016/2017 Senior Fellow for



History. With this fellowship, Ray will be asked to write an updated history for ATMAE for presentation at the 50th Anniversary Celebration of ATMAE at the 2017 Annual Conference in Cincinnati, Ohio.

The Meeting was adjourned at 2:30 PM.