



The Association of
Technology,
Management, and
Applied Engineering

ATMAE BOARD OF DIRECTORS MEETING

August 19, 2016

1pm CST

Conference Call

Present: John Wyatt (Chair), Dominick Fazarro (Vice Chair), Susan Ely, Victor Brown, Casey Fitch Randolph, Rod Flanigan, David Brinkruff, Justin Yang, Erik Devito, Andy Anderson, John Hausoul (ATMAE Executive Director), Kelly Schild (ATMAE Director of Accreditation), Angie Coleman (ATMAE Conference Coordinator), and Alyssa Ebersole (ATMAE Program Coordinator).

Absent: Bill Hallock

Call to Order: John Wyatt called the meeting to order shortly after 1pm CST.

Approval of the minutes: A motion was made by Susan Ely to approve the minutes from the June 23-24, 2016 meetings and seconded by Rod Flanigan. The June 2016 minutes were unanimously approved by the board

October Meeting: John Wyatt asked the board to consider cancelling the scheduled October 2016 Board of Directors Meeting due to how close it is to the Annual Conference. The board agreed to cancel this meeting.

Action Plan/Strategic Doing: John Hausoul created a fresh 2016/2017 Action Plan document based upon the feedback from the June 2016 meeting:

- **Administrative Committee:** John Hausoul said that this group held their first conference call in July. All ATMAE accredited institutions were invited to participate in this call. This generated a favorable 34% response rate with 18 people on the call. A live meeting will be held during the 2016 Annual Conference.
- **LMS Update:** John Hausoul said that the Nanotechnology course is uploaded in the program and is currently undergoing beta testing. The goal is for this course to be live by the 2016 Annual Conference. John Hausoul is working with Mark Miller to upload more courses into the platform.
- **Foundation Recruitment and Corporate Membership:** John Hausoul said the goal remains to increase ATMAE Corporate Membership and asked if NIAC can play a role in corporate sales and Marketing. John Hausoul and Victor Brown are working



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together to develop materials/proposals. A discussion occurred about creating a separate website for the Foundation with a 501(c)(3) status. Due to the prioritization of other items in the Action Plan, further Foundation Recruitment and Corporate Membership discussions were tabled for a later date.

- **ATMAE Website Proposal:** John Hausoul proposed revising the ATMAE website with a new overall look (more images, less text) and the development of microsites to manage the site content more efficiently. Eric Devito requested that John Hausoul obtain input from the ATMAE Graphics Division to gauge their interest in their involvement in the website redesign prior to the board approving the website proposal.

Treasurer's Report: Susan Ely delivered the Treasure's Report and discussed forecasting for 2017. Financials are more positive compared to last year at this same time.

JTMAE: John Hausoul shared the JTMAE Board and Editorial Panel's decision to discontinue the ATMAE White Papers (which does not require a vote from the ATMAE Board of Directors) and shared the proposal to index past ATMAE Conference Proceedings. Rod Flanigan moved to approve the indexing expenditure and this is to be funded from the ATMAE Foundation. Dominick Fazarro and Erik Devito seconded the motion. This decision was unanimously approved by the board.

Honorary and Lifetime Memberships: John Hausoul was asked to obtain information regarding Honorary and Lifetime Memberships. While Honorary Memberships are listed in the by-Laws, John Hausoul could find no information regarding lifetime membership going back ten years through minutes. He will ask Ray Diez for more historical background on these membership categories. John Hausoul will share these updates at the next meeting.

ATMAE By-Laws Discussion: Erik Devito made a motion to review proposed bylaw changes at a later time. This was seconded by Dominick Fazarro and David Brinkruff. The board unanimously approved this decision.

Meeting Adjourned: A motion was made by John Wyatt to adjourn the meeting and was seconded by Erik Devito and Casey Fitch Randolph. The meeting ended at 3:00pm CST.