



The Association of
Technology,
Management, and
Applied Engineering

ATMAE BOARD OF DIRECTORS MEETING
September 23, 2016
1pm CST
Conference Call

Present: John Wyatt (Chair), Dominick Fazarro (Vice Chair), 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 and Susan Ely

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

Approval of the minutes: A motion was made by Erik Devito to approve the minutes from the August 2016 meeting and seconded by Victor Brown. The August 2016 minutes were unanimously approved by the board

Agenda Adjustment: A motion was made by Dominick Fazarro to adjust the planned meeting agenda and seconded by David Brinkruff. Dominick proposed to table the by-laws discussion completely. He called on John Wyatt to form an ad hoc team to consider the by-laws more thoroughly. The motion was approved.

Action Plan/Strategic Doing:

- **Project Based Approach:** A discussion occurred about leading ATMAE toward a project-based approach. Further decisions and insights to be obtained at the 2016 Annual Conference.
- **ATMAE Website:** John Hausoul said that he approached the ATMAE Graphics Division to ask if they would like to be involved with redesigning the ATMAE website but he did not receive a commitment from the division's leaders. A motion was made by Justin Yang and seconded by Dominic Fazarro to delay further website decisions until after the new RFP is sent out and a contract awarded.



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Treasurer's Report/Conference Report: John Hausoul delivered the latest Treasurer's report. He reported that financial continue to exceed both last years' revenues on a month by month basis as well as year to date. John also reported that registration of 4-year faculty 7 weeks for the meeting was tracking higher than the last 5 years.

2017 ATMAE Annual Conference:

Accepted Presentations: The Board agreed that for the 2017 Annual Conference, all speakers associated with accepted Conference Presentations are to pay a \$25 fee when they accept their invitation to present at the conference. This money will go toward their eventual registration but will be non-refundable if the speaker decides not to register for the conference.

Non-presenting student fees vs. presenting student fees: The Board also addressed the issue of undergraduate student registration fees versus graduate student registration fees. A discussion regarding the equity of subsidizing graduate students who pay less to attend the conference but present at the conference was held but no motion was made.

Booth incentives: A discussion was held about changing the booth registration incentives for 2017 but a decision was not made at this time.

2018 Meeting Location: A discussion was held about potential cities to host the 2018 meeting but a decision was not made at this time.

Accreditation Report: Andy Anderson provided an accreditation report. The standards are undergoing an update and will be revised at the Annual Conference. International accreditation growth is forecasted for later in 2016/2017.

Meeting Adjourned: A motion was made by John Wyatt to adjourn the meeting and was seconded by Justin Yang and Victor Brown. The meeting ended at 3:00pm CST.