



The Association of
Technology,
Management, and
Applied Engineering

ATMAE Board of Directors Meeting January 16, 2015 11:00 AM Via Conference Call

Present: Royall Mack, John Hausoul, Robert Chin, Rod Flanigan, Lynda G. Kenney, Justin Yang (partial), Joyce Wilkerson (partial)

Absent: William Hallock, Susan Ely, Jesse Kamm, Jeff Cunion

Visitors/ Staff: Michele Anderson, Kelly Schild, Rachel Drochter

Meeting Minutes:

Royall Mack called the meeting to order at 11:05 AM.

Approval of the minutes:

Royall Mack moved to approve the minutes from the December Board meeting. The motion was seconded by Robert Chin and unanimously approved by the Board.

Treasurer's Report:

While the Board received the Financials through December, a formal treasurer's report was postponed until the February Board meeting because Jesse Kamm was not present. John Hausoul was available for questions and there were none at this time. The February meeting, however, will have extensive financial discussions.

Board Roster:

Lynda requested the Board Roster be edited to reflect her end date as 2015. Several individuals' final dates were incorrect. ATMAE staff will make those corrections.

Apex Performance Evaluation Chart:

Royall is working with the Executive Committee to draft a performance evaluation chart and send it to Apex. The purpose of this evaluation is to assess Apex and John's success in managing ATMAE, to align the goals and priorities of the Association, Executive Board and Apex.



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Administration Update:

John Hausoul reported on the latest membership and certification numbers. He explained that there was an increase in membership numbers for the first time from November to December. He believes a membership solicitation mailing had a positive impact on membership numbers. ATMAE will also separate the two and four-year academic professional members to better understand meeting their unique needs. John reported that active Membership Marketing Projects were needed to continue the positive trend. Staff is planning a new membership solicitation to 113 college industrial technology programs. ATMAE staff also plans to create a current member recruitment competition increasing two and four year academic professional member numbers. The member incentive for this competition will be a 10% discount on membership renewal to those professional members who recruit a new professional member.

Certification:

John Hausoul also gave an update on the Certification Program. He discussed the progress of a certification update because the current delivery system is outdated. John is working with the Certification Board to write a new proposal for a new certification delivery system.

Accreditation:

Michelle Anderson gave an update on the Accreditation Program. Michelle remarks that the Council of Higher Education Accreditation (CHEA) is requiring ATMAE Accreditation to demonstrate ongoing compliance with CHEA core standards (outlined in the Board Meeting Packet). This first interim report will be due to CHEA at the end of 2015. Michelle suggests that writing this report be a top priority for the Board in 2015.

Conference:

Kelly reviewed the ATMAE 2016 Site Comparison document in the Board Meeting Packet. Staff is suggesting the Board consider the two hotel options in Orlando, Florida. Kelly will be in Florida from January 28 until January 30 and will visit both the Double Tree Hilton at the Entrance to Universal Orlando and the Wyndham Orlando Resort International Drive. Kelly also requested the Board send her their travel schedule so that she can book hotel rooms for them during the Annual Conference.

Old Business



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John recapped the poll results of the by-law changes vote. He stated that the purpose of the by-law change was to create a treasurer position and answer the question of who would fill a position if a Board member was no longer able to serve. Poll results from the vote indicate that out of 56 total votes, 51 people are in favor of the change. John stated that he is sending a reminder to encourage members to vote.

NIAC Conference:

John stated he will be attending the NIAC Meeting in Indianapolis where he they will be determining their ongoing relationship with ATAME and the conference. He will give a report of the trip at the February Board meeting.

There being no further business, it was moved and seconded to adjourn the meeting. The meeting was adjourned at 12:10 pm.