## Education Committee Meeting Agenda

**Date/Time:** August 23, 2018, 3:00 pm  
**Location:** Crawford, Murphy & Tilly, Inc.

<table>
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1. **Introductions / Ice Breaker Question**

2. **Appoint Committee Secretary**

   a. Stepping stone for someone with interest in future ACEC leadership positions  
      - Ben Butz will serve as the secretary

3. **ACEC Strategic Goals**

   a. Be **legislative** advocate of the business interests of Indiana’s engineering companies  
   b. Be **THE** primary resource on business practices for Indiana’s engineering companies  
   c. **Be recognized by all stakeholders in the built environment as THE VOICE of the engineering industry in Indiana**
4. Education Committee Involvement / Added Value

   a. All members will serve as a Liaison to the public if questions are to arise about:
      i. Scholarship
      ii. Engineer’s Week – Junior/Senior High School visits
   b. All members are expected to help to keep materials/events/etc. up to date to keep others engaged
   c. Members are expected to assist in improving/updating Indiana Law and Statutes and Ethics online courses as needed

   • New for this year, there will be three subcommittees

5. Goals for 2018-2019

**Outreach Subcommittee**

a. National Engineer’s Week – February 17-23, 2019
   i. In 2018 – 55 presentations, 20 schools (EXCEEDED SCHOOLS GOALS!!)
      1. For 2019 – 70 presentations, 23 schools
         a. 5 schools from outside greater Indianapolis area
   ii. In 2018 – 103 total volunteers. ACEC #54 / DPW #14 / CEG #23 / INDOT #12
      1. Goal for 2019 – 140 total volunteers
         a. ACEC #65 / DPW #20 / CEG #30 / INDOT #25
   iii. Expand reach of presentations
      1. North & South Kickoff events – Tuesday January 29th
         a. Lawson-Fisher hosting in South Bend; Mitch Wilcox to coordinate
         b. CHA Companies hosting in Evansville; Mary Kerstein to coordinate
   iv. Reach out to Contacts for Schools – October?
   v. Coordinate kickoffs next year – live stream?

   • Last year’s teachers felt roughly 20% felt volunteers could have been better prepared
   • ACEC Indiana Website has resources for presentations including starter presentations for Elementary/Middle School and Middle/High School.
   • Colleen requested feedback on the classroom signup web form. Items discussed included updating the checklist to cover when set up time will be allowed, what software versions are available, what security steps volunteers must go through, and what equipment is available in the classroom for the presentation. Any additional ideas should be sent to Colleen or Shelby.
   • ACEC Staff with make suggested updates to Volunteer Prep Checklist
   • If committee members know of contacts for schools send them to Colleen and she will add them to her contact list. ACEC does most of the outreach but committee members may also reach out directly to their contacts.
   • We will look to engage Purdue Polytechnic High School this year.
   • Sign up form is live on the ACEC Indiana website. The deadline to sign up is mid-December. Typically outreach for sign ups occurs October through December.
   • Outreach to schools outside of Indianapolis, South Bend, and Evansville is encouraged. Preferably, an ACEC volunteer and public sector volunteer should be identified before reaching out to the school.
- We are looking to engage additional public sector volunteers such as IndyGo and County/City Engineers.
- ACEC is working with the Indiana State Teachers Association and Project Lead The Way to identify new teachers and classrooms to present to.

Scholarship Subcommittee
b. ACEC Scholarship
   i. Last year, $17,500 awarded between 7 winners (10 applicants)
      1. The Board approved to allocate $5,000/year to be added to the amount raised in the golf outing for the scholarship.
      2. Top scholar awarded no less than $5,000.
      3. Lowest amount awarded shall be $1,500.
   ii. Expand applicants and schools – Goal of 22 Applicants for 2019
   iii. Update school contacts
      1. Committee pick schools to contact
      2. Make an in-person visit to establish main point of contact
      3. University contact letter/email/application

- The committee maintains and updates a list of contacts at schools.
- Try to have a face-to-face interaction with a key person at each school. May help with them pushing the scholarship more.
- ACEC has prepared a flier that member firms can bring to career fairs to hand out.
- Ask university contacts about reasons students may not be applying for scholarship. Is it an ease of application issue? It may be possible to update the ACEC Indiana website to allow for online applications.
- Consider updating the ACEC website to make the scholarship application page more prominent.

Continuing Education Subcommittee
c. CE Update
   i. Prepare for next Biennium
      1. Develop ideas for Course Improvement
      2. Draft/prepare updated exam for course

- ACEC prepared continuing education courses for Indiana Rules and Statutes and Ethics.
- Goal is to have the exams reviewed and updated over the next 6-9 months while demand for the courses is low.
- By working on updating the exams, committee members will receive credit for taking the courses.

6. Select subcommittees
   - Outreach Subcommittee:
     o Ben Butz - Chair
     o Jerry Bollinger
     o Willie Hall
     o Mark Herald
     o Mary Kerstein
Grant Niemeyer  
- Jason Rowley  
- Mitchell Wilcox

- Scholarship Subcommittee  
  - Mary Kerstein – Chair  
  - Andy Allison  
  - David Anderle  
  - Ben Butz  
  - Jason Hoy  
  - Brian Stanoch  
  - Jeff Vlach

- Continuing Education Subcommittee  
  - Amanda Johnson – Chair  
  - Salvatore Di Bernardo  
  - Eric Farny  
  - Jeff Fox  
  - Munah Gwayn  
  - Cherylynn Schilling  
  - Emily Wehmeyer

7. Other discussions

- ACEC will be participating in a Workforce Development Task Group in the future which will likely include participation by the Education Committee

8. Next meeting – December 2018

- Subcommittees will meet in Sept./Oct. before next full committee meeting  
- Chair, Jerry Bollinger, will check in with all subcommittee leads late Oct/ Early Nov. for progress updates

9. Upcoming ACEC events

a. Sept. 19, 2018 – Environmental Business and Funding Sources Conference  
b. Oct. 16, 2018 – Finance Forum  
c. Oct. 24, 2018- Diversity Networking Fair

- Good opportunity for young engineers to network - $25 for attendee includes appetizers and drinks.

d. Oct. 28-31, 2018 – ACEC National Fall Conference in Las Vegas  
e. Nov. 7, 2018- Northern Indiana Roundtable in Warsaw, IN  
f. Jan. 10, 2019- Legislative Luncheon