



The Association of  
Technology,  
Management, and  
Applied Engineering



## **ATMAE Board of Directors Meeting Friday, April 20, 2018, 2-3:30P (EST)**

### **Minutes**

Attendees: Matthew Harvey, Mark Dotson, Saxon Ryan, Heshium Lawrence, Tarek Mahfouz, Dominick Fazzarro Victor Brown  
Guests: Glenn Rettig, Mark Miller, Caitlin Schwab-Falzone, Melissa Smith, Jim Thompsin

#### Approval of March 2018 Minutes

A motion was made by Heshium and seconded by Tarek to approve the March 2018 Board minutes. Motion passed.

#### Strategic Plan

- Divisions
  - Updates on Plan of Work
  - Student – things are going according to the plan of work, however, having a challenge with getting help with robotics volunteers and sponsorships.
  - Construction – No update. Meeting soon
  - Safety –
  - Micro/Nano – Have turned in work plan and now determining plan to use funds
  - Management – Will have conversation prior to meeting
  - WITMAE – continuing to plan for Conference
- Website
  - Staff updated on progress of website updates. Working group is meeting with YourMembership to review feedback and hear from consultant on design process

#### March 2018 Financials

Tarek reviewed the March 2018 financials

#### Bylaws

Tarek shared the background on the bylaws and after much discussion he made a motion to allow bylaws to return to the original timeline proposed by the committee. Heshium seconded the motion. The motion failed.

#### Associate Executive Director

No Update

#### Committee Reports

- Accreditation
  - Glenn reported that the Board is working to revise standards in upcoming meeting that should make more institutions eligible for accreditation. Wrapping up most of the visits now. And based on question from Sai, the standard revisions will allow more 2-year programs.
- Conference
  - 2018 Conference
    - Conference Proposals
      - Staff shared with the Board the number of proposals that have been submitted and it was on track from previous year. There was a discussion about extending deadline, but no formal decision was made.
- Membership
  - Membership Committee Update
    - Staff shared membership numbers and will get a list of non-renewals/
- Certification
  - Mark shared that the system that was supposed to work well for certifications in fact doesn't and is simply a LMS (learning management system) and not a form for certifications. Mark going to connect with original provers

#### Adjourn

A motion was made and seconded to adjourn.