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The Association of
Technology,
Management, and
Applied Engineering

**ATMAE Board of Directors Meeting
Friday, September 21, 2P (EST)
MINUTES**

Attendees: Matthew Harvey, Heshium Lawrence, Sai Ramaswamy, Glenn Rettig, Mark Miller, Mark Dotson, Ryan Saxon, John Wright, Lindsay Childs, Caitlin Schwab-Falzone, Karen Miles, and John Meidl

Approval of Minutes:

No quorum at the last meeting. Notes taken and provided.

Treasurer Report:

Tarek Mahfouz absent and did not give a report.

Report by John Wright on ASEE.

John provided an update for the ATMAE ASEE submission and proposal. A lengthy discussion issued.

Accreditation Report:

Glenn Rettig, Accreditation Chair, provided an update regarding Accreditation process.

Conference Report:

Cheryl Alexander, Conference Chair, provided information regarding the upcoming annual conference. A discussion ensued.

- Cheryl Alexander requested the assistance of Jim Thompson to draft a letter to membership the first week of October encouraging registration with the conference outline to increase participation.
- Initiate the review of the abstract requirements for the 2019 Abstract Process.
- Karen Miles reported that the conference registration is currently 219.
- Board discussed complaint that the Kansas City Marriott Hotel was sold out; Karen Miles reported that the recent hotel reports did not indicate the hotel was sold out.

Membership Report:

Karen provided an update regarding membership. Reports to be sent to board members.

Dominick E. Fazarro joined the meeting at 2:52 p.m.

Certification Report:

Mark Miller provided information regarding the switch to an Learning Management System. A lengthy discussion issued.

With no further business to discuss, Matthew Harvey, Chair, adjourned the meeting at 3:08 p.m.