

2006 ETLI EXECUTIVE BOARD MEETING

October 7, 2006

Saturday

Salt Lake City, Utah

Meeting Minutes

Attendees: Tony Brizendine, Paz Fox, Warren Hill, Bob Herrick, Carol Richardson, Scott Danielson, and John Williams (Secretary and stand-in for Jack Waintraub, President)

1. The meeting was called to order at 7:40pm and the agenda was approved.
2. From the review of the Chicago ETLI Executive Committee Meeting Minutes, the following corrections were completed:
 - a. The correct spelling is Mike O'Hair in item 4.c.viii
 - b. The correct spelling is Brizendine in item 10.c.ii
 - c. The correct spelling is Barbieri in the Guests section.
 - i. Bob motioned to accept with corrections and Carol seconded. The minutes passed.
3. Review of 2006 ETLI Program and Executive Council Assignments by Warren-
 - a. Warren will make a check list for Tony. He suggests that Tony evaluate the current conference and consider some of the following for planning the 2007 ETLI:
 - i. The conference will have dual sessions that run in a Faculty and an Administration track.
 - ii. There will be a marketing and recruiting session for everyone.
 - iii. Industry panel – will hold discussions with companies that hire ET grads.
 - iv. Try to get Corporate Member Council Meeting moved to same time to enhance attendance and interaction.
 - v. Budget for 50 – 60 attendees (some one-day)
 - vi. No price break for local attendees – consider for future (provide local assistance through college)
 - vii. No Tau Alpha Pi Student Meeting – The TAP board should concentrate on creating local interest first
 1. Financing for students is difficult – we need to develop mechanisms for financial support.
 2. The CMC and ETC should be contacted but have limited funds.
 - viii. There were 30 attendees at the ET Leaders Roundtable
4. ETLI Nominations and Elections
 - a. Section 5.1 – Add the announcement of the nomination/elections at the rap session
 - b. Section 5.2 - Modify the procedure and remove the presentation by the candidate at the forum and hold only at the luncheon.

5. Tony 2007 ETLI, UNCC October 6 - 8
 - a. Can host Tau Alpha Pi students and provide a subset of leadership training offered at Charlotte UNC
 - i. We need to work on getting students there; the staff and program are committed.
 - ii. Concentrate on marketing and work with TAP Board
 1. Try to obtain a preliminary count through ETD
 - a. Tony will review the preliminary program with Bob and Board of TAP
 - b. Hotel – Marriott Charlotte Executive Park (rates are lower than Salt Lake) near airport (restaurants and attractions)
 - c. \$25 increase in registration – trying to hold the line with an estimate of 60 people – the board approved the increase.
 - d. There were two suggestions for Monday’s tour:
 - i. Back scenes of NASCAR
 - ii. Back scenes of National White water park – engineering behind park – setting up program right now – this was preferred
 - e. Will issue a request to ETC and Tom Hall to host the ET Leaders Roundtable –will plan to host just before ETLI and will try to get hotel for this
 - f. Tony will draft and send out a conference agenda for review.
 - g. Working on 2 year school connection – plan on having a session of 2 year issues
6. 2008 – IUPUI committed – Pat Fox heading – details pending
7. 2012 need to confirm U Maine
8. 2013 Houston Possibly
9. Motion to adjourn by Bob and seconded by Scott

2006 ETLI EXECUTIVE COUNCIL MEETING

October 10, 2006

Monday

3:30 – 5:00 PM

Salt Lake City, Utah

Meeting Minutes

Present: Tom Hall, Bob Herrick, Lucy Morris, Pat Fox, Tom McFarland, Warren Hill, John Williams (Secretary and filling in for Jack Waintraub, President).

1. Call to order.
2. There was some discussion on board members and their level of activity. Members will be contacted to ensure they are able to attend and participate. Participation is a requirement of serving on the board.
3. Report on 2006 ETLI program – Warren Hill (and some discussion points by attendees and new board members)
 - 3.1. There were good comments on speakers and topics. Attendance was an issue – there were several early departures.
 - 3.2. To facilitate easier travel arrangements, future hosts should consider holding changing the conference length to Saturday/Sunday and end on noon Monday.
 - 3.3. The session lengths were thought of as being adequate and the breaks were sufficient.
 - 3.4. There are some sessions that should be added to include the following areas; leadership, incorporate soft skills so useful in industry, globalization (continuation of SLC), curriculum (creativity), internationalization, and diversity (changing workforce/students).
 - 3.5. The ETLI Board should focus on topical areas of interest to the ET Community; What's been done and where is ET going? ETLI should gain traction on issues through ETC and serve as a mechanism to implement best practices and develop a vision on future issues and generate direction.
 - 3.6. Conference hosts should push to find people to present and not rely on all faculty from the immediate area. This would bring in the experts in the particular issues.
 - 3.7. We need to develop the clout necessary to get changes to occur. For example, ETLI could present recognition awards to industry, presenters, administration, etc. and spotlight examples of leaders. Presenters from academia could get a certificate/letter while industry could get something to display. Should we make an award to this year's presenter? Would ETC support?

- 3.8. Need to work on marketing of conference and push items that would encourage/maintain attendance.
 - 3.9. The conference could get more involvement by distributing a podcast. Tom will investigate.
 - 3.10 To ensure consistency of future conferences, the ETLI Board could consider maintaining responsibility of certain sessions that are aligned with the core topics of the ET community. The Program Chair can provide information of local importance or best practice.
 - 3.11 Can proceedings be published?
4. Election of new members and officers –
 - 4.1. Tom McFarland, Abraham Tang, Tom Nicholas, Ingrid Allen, and Val Hawks were nominated. Following elections, the new members of the ETLI board are Tom McFarland of Utah Valley State College – mcfarlt@uvsc.edu and Val Hawks from BYU – Val_Hawks@byu.edu.
 - 4.2. Nominations for officers were John Williams for President and Tom McFarland as Secretary. The nominations were emailed to the board and confirmed. The executive council now consists of:

Voting Members

- John Williams -08 (Chair) (williajc@alfredstate.edu)
- Tom McFarland – 09 (Secretary) (mcfarlt@uvsc.edu)
- Jack Waintraub -07 (jwaintraub@middlesexcc.edu)
- Carol Richardson -07 (carite@rit.edu)
- Val Hawks – 09 (Val_Hawks@byu.edu)
- Enrique Barbiera -08 (ebarbieri@uh.edu)

Ex Officio Non-voting Members of Executive Council

- Thomas Hulbert (thulbert@lynx.neu.edu)
- Walt Buchanan (buchanan@entc.tamu.edu)
- Warren Hill (whill@weber.edu)
- Tony Brizendine (ETLI Host 07) (albrizen@uncc.edu)
- Pat Fox (ETLI Host 08) (psfox@iupui.edu)

Resource People (ASEE)

- Frank Huband (f.huband@asee.org)
- Dwight Wardell (d.wardell@asee.org)
- Patty Greenwald

5. Program planning

5.1. 2007 ETLI – University of North Carolina – Charlotte (Tony Brizendine) – no report

5.2. 2008 ETLI – IUPUI (Pat Fox) – looking for direction from the board.

6. Meeting adjourned. 5:20 pm