

**CAPITOL COLLEGE
ALUMNI ADVISORY BOARD
MEETING AGENDA**

February 16, 2004

1. WELCOME Jorome Gibbon, Chairman

- Sign-in sheet of attendance
- Approval of Agenda
- Approval of Minutes for November 2003 Meeting

2. CURRENT BUSINESS:

A. Committee Reports

1. Student Survival Kits (Joy Johnson, Joanna Kolasinski)
2. Information Technology (IT) Chapter of the IEEE (Greg Strutt)
3. Student Government Outreach (Laura Dugan, Michael McVeigh)
4. Lecture Series (Tom Bagg, Rick Hansen)
5. Web Page Design (Executive Summary - Richard E. Beall)
6. NASA Report (Tom Bagg,) Space Operations Institute (Richard Beall)
7. Senior Members Report (Jack Dunlavey)

B. Action Items (carryovers)

1. New Web package - (covered in A. Committee Reports)
2. Student Outreach such as tours - Joy Johnson will contact Laura Dugan
3. Alumni Web page link to Tom Bagg's page at Goddard
4. IEEE Society Anniversary and National Engineers Week
5. New IEEE Electronic (E) SCANNER
6. Celebrating AAB 25th anniversary in 2004
7. Investigate Frito Lay and Gillette for Student Survival Kits

3. ADMINISTRATIVE REPORTS:

A. President's Report (Dr. Troxler)

B. Vice President's Report (Richard Beall)

4. NEW BUSINESS:

Schedule of upcoming meetings and events

AAB meeting	April 5, 2004
Scholarship Appreciation Breakfast	April 21, 2004
Commencement	May 15, 2004

5. ADJOURNMENT