

CAPITOL COLLEGE
ALUMNI ADVISORY BOARD MINUTES
MEETING # 101

September 20, 2005

MEMBERS PRESENT: Dr. Michael Wood, Jim Ammerault, Tom Bagg, Richard Beall, Charles Britt, Carolyn Dent, Jerry Gibbon, Rick Hansen, Greg Strutt, and Charles Vergers.

MEMBERS ABSENT: Melissa Crouch, Francis Jenkins

GUEST: Megan Campbell
Joy Johnson
John Ryan

1A. WELCOME 6:30PM

- Chairman Jerry Gibbon welcomed members to the meeting.
- A sign in sheet was circulated.
- Agenda of meeting:
Rick Hansen made the motion to accept the agenda. Tom Bagg seconded the motion.
The motion passed unanimously.
- Minutes of the April 11 meeting:
It was noted that Jim Ammerault and Carolyn Dent were inadvertently marked present. They were absent.
Joanne Kolasinski was left off the members present.
Charles Wood should be changed to Charles Woods.
A motion was made to accept the minutes with the changes indicated.
The motion passed unanimously.

1B. MEMBERSHIP STATUS-

- Richard Beall noted the following:
- Joanne Kolanski would be leaving the AAB by making a formal e-mail resignation.
 - There is one opening on the AAB.
 - Joy Johnson will look up zip codes in area for alumni that may be available. Jerry Gibbon and Richard Beall will look at Joy's list and decide on a possible candidate for the AAB.

ACTION ITEM: Meet with Joy Johnson concerning possible alumni to fill AAB vacancies.

- Members of the AAB introduced themselves.

1C.GUEST SPEAKER: Megan Campbell

Ms.Campbell noted:

- She is in charge of the Office of Marketing and Communications.
- A marketing committee has been started.
- Professor Woods has been involved with the new tag line for the College.
- Focus groups have been developed.
- There will be a major meeting in February 06.
- Occasional e-mail updates will be available.
- The school colors of red and black will continue.

1D. CHAIRMAN'S ANNOUNCEMENTS

- Jerry Gibbon announced that he has decided to step down from the AAB,
- Rick Hansen has noted that he is interested in taking on the chairmanship. There were no other volunteers.
- Francis Jenkins and Charles Vergers will remain on as Vice Chairman and secretary respectively, assuming the members agreement.
- Tom Bagg made a motion to close nominations. Jim Ammerault seconded it and it carried unanimously.

2. CURRENT BUSINESS

2A.Committee Reports

1.Student Survival Kits (Joy Johnson)

- All residence hall students received a survival kit in May 05.
- Melissa Crouch did the shopping.
- Another collection will be taken in November 06.

2.Information Technology (IT) Chapter of the IEEE (Greg Strutt)

- Jerry Gibbon noted that there was a seminar on Radio Frequency Identification on April 19.
- Professor Conner reports more IEEE student members.

ACTION ITEM: The question was asked if we could have the IEEE meetings recorded by Centra.

- Dr. Wood noted strong leadership by women in the IEEE.
- Another event is planned here at the college in the near future.

3. Student Government

- No student representative was present.

ACTION ITEM: Try to have a student representative for the next AAB meeting.

4. Lecture series

- Tom Bagg discussed the NASA System Engineering Speaker Series. The next speaker; Carl Geist will talk about Artificate for System Engineering.
- Carolyn Dent gave her input as it relate to NASA.
- Richard Beall noted that any time that Carolyn and Tom have information to share about NASA they are welcome. We should include both of them in the NASA report.

ACTION ITEM: Add Carolyn Dent as one of the reporters for the NASA report.

- Professor Ryan noted that there had been a tour to the NSA museum in April. About seven people showed up. NSA will provide a tour guide for tours.
- Professor Ryan noted that there was a tour of the Electronics Museum in Lithium last November. Professor Ryan noted that this museum has a very good library.

ACTION ITEM: Jerry Gibbon suggested that a tour to one of these museums be made required for seniors in technical curriculums.

ACTION ITEM: Allow college seniors to attend AAB tours.

ACTION ITEM: Suggestions for new tours included the Garber Museum and the Aeronautics Museum in Chantilly, Virginia.

5. Web page Design

- Joy Johnson noted that was nothing new to report.
- The dates for the upcoming AAB meetings will be:
November 15, 2005
February 21, 2006
April 18, 2006
An official photo of the AAB will be taken on November 15.
- Jerry Gibbon noted that Professor Ryan has agreed to substitute for Professor Vergers if necessary at AAB meetings, if his schedule allows.

6. NASA Report, Space Operations Institute (Richard Beall)

- Ken Dolan reports twenty-eight students for fall.
- Dr. Wood noted that the Space Operations Institute has a solid proposal for the fall.05.
- Classes for the SOI are being conducted in the new building.

7. Senior Report (Jerry Gibbon for Jack Dunlavey)

- Jack Dunlavey has declined to continue as a member of the AAB.
- Jack Dunlavey had been interested in obtaining endowments for the college as well as Senior Members of the AAB serving as mentors.

B. ACTION ITEMS (carryovers)

1. Review of Virtual Community

- This is still on going.

NEW ACTION ITEM: Check with D. Fasion about the new blackboard program.

2. Student Outreach

The following was suggested.

NEW ACTION ITEM. Investigate having tours that relate to the business world.

3. National Engineers Week

The following was suggested:

NEW ACTION ITEM: Perhaps we can recognize a recently graduated alumnus who is an engineer.

- Richard Beall noted that we have successfully recognized black engineers.

4. Celebrating the AAB's 25th anniversary.

The following was suggested:

ACTION ITEM: Find a topic for discussion that relates to the 25th year of the AAB.

3. ADMINISTRATIVE REPORTS

A. President, Dr. Michael T. Wood

Dr. Wood noted the following:

- The fiscal year that just ended made the budget. We did well. The Graduate degree program is up 14%, and we had 67 new freshman compared to 40 last year. Full time undergraduates are growing.
- There is a new advising process and a new person has been hired to run the process.
- The new building is done and active.
- On Monday September 26 there will be a meeting in the new building for MICUA.
- There will be an ABET re- accreditation visit Nov.6-8 for the EET, CET and TET.
- We are known as best buy in EE, CE, and Network Security.
- Computer Engineering and Computer science are now under the direction of Dr. Weiler.
- There will be program reviews across the board with feasibility studies.
- We are looking into industrial and mechanical engineering.
- Professor Foad Alvandi is looking into a program in energy.
- There will be a town hall meeting on Wednesday September 21.
- Professor Ryan is the new leader of the Faculty Senate.
- Career day will be the September 27. Dr. Copeland is the guest speaker.
- The college is interested in offering students that have been involved in the Katrina disaster a chance to continue their studies while there colleges get back to working status.
- Dr. Wood noted that he had attended a dinner with Mrs. Rietzke where Bill Gates senior was present.

B. Institutional Relations

- Vice President Richard Beall discussed a meeting of the Development Advisory Committee that was held on August 30 at the college. This dealt with: a. Rebuilding the donor base

- b. Building new relationships with industry
- c. Obtaining a new campaign

He gave out a list of the members of the committee and the agenda for the meeting.

4. NEW BUSINESS

- Jim Ammerault gave out several handouts, which were selected readings on Geospatial Technology. Discussion followed.
- Charles Britt has been active with the National Black Engineers. It was decided to have Charles Britt be the liaison between the AAB and NSBE.

The following action items came from suggestions:

- **ACTION ITEM: When members leave the AAB send them a thank you letter for their service and welcome them to the Emeriti AAB.**
- **ACTION ITEM: Anyone having information on a subject that they would like to share with the AAB should send it as a “read ahead” before the next meeting.**
- **ACTION ITEM: Obtain suggestions for new AAB committees.**
- **ACTION ITEM: Investigate having scholarship or scholarships in the name of Professors Ho and Vergers.**
- **Schedule of upcoming meetings and events:**
 - Future AAB meetings:**
 - November 15,2005
 - February 11,2006
 - April 18,2006
 - Commencement:**
 - May 13,2006

5.ADJOURNMENT

- The meeting adjourned at 8:39 PM.

Respectfully submitted

Charles A.Vergers
Recording Secretary