

**CAPITOL COLLEGE
ALUMNI ADVISORY BOARD AGENDA
101st MEETING
November 15, 2005**

MEMBERS PRESENT.
NEW MEMBER:
MEMBERS ABSENT:
GUESTS:

1. WELCOME

- 1A Sign-in Sheet - Members
Meeting Agenda - Approval
Meeting Minutes September 20, 2005 - Approval
- 1B. MEMBERSHIP STATUS – Review
- 1C. GUEST SPEAKER – Postponed until next meeting.

2. ADMINISTRATIVE REPORTS

- 2A. President, Dr. Michael T. Wood
- 2B. Vice President External Relations, Richard Beall

3. CURRENT BUSINESS

- 3A. Committee Reports: (Assignment of Members to Committees for 05-06) – 5 min. each

- 1. Student Survival Kits (Joy Johnson, and Melissa Crouch)
- 2. Information Technology (IT) Chapter of the IEEE (Greg Strutt, Jerry Gibbon)
- 3. Student Government (new student body representative)
- 4. Lecture series (Tom Bagg) and Tours (John Ryan)
- 5. Web page Update (Joy Johnson)
- 6. NASA Report, Space Operations Institute (Richard Beall and Carolyn Dent)
- 7. Senior Alumni Report (Jerry Gibbon)
- 8. New Committee(s) as required

3B. Action Items:

- 1. Student Outreach and Tours - New tours – 5 minutes
- 2. National Engineers Week (February 2006) – 10 minutes
The College is looking forward to an active program to celebrate engineer's week on campus in February 2006.
- 3. Celebrating the AAB's 25th anniversary – 10 minutes
Activities commemorating the 25th year of the AAB will be held during the 2005-06 year.
- 4. Scholarship, working with Prof. Vergers and Prof. Ho – 10 minutes
- 5. Attracting new members to the AAB
- 6. Centra – using it for “call ins” to AAB meetings and ad hoc working groups.

4. NEW BUSINESS

- 4A Entrepreneurship focus – Hansen
- 4B Outreach to Students - Hansen
New schedule of upcoming meetings and events:
AAB Meetings Schedule, Special Events, Graduation, Open House Career Day, etc.

5. ADJOURNMENT

NLT 8:00 P.M.

Note: the complete list of action items from the last meeting, courtesy of Jill and Megan, is listed below:

POSSIBLE SUBJECTS AND ACTION ITEMS:

1. The possibility of using Centra for recording future AAB meetings.
2. Add Carolyn Dent as one of the reporters for the NASA report.
3. Try to have a student representative for the next meeting.
4. Adding senior students to any AAB tours of museums etc.
5. Get suggestions for new AAB committees.
6. Suggestions for new tours:
7. Aeronautics museum in Chantilly and the Garber Museum
8. Have Danielle Faison AAB an overview of Blackboard (This was accomplished earlier)
9. Investigate having tours that relate to the business world.
10. Get a topic for discussion that relates to the 25th year of the AAB.
11. When members leave the AAB send them a thank you letter for their service and welcome them to the Emeriti AAB.
12. 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.
13. Investigate having scholarship or scholarships in the name of Professors Ho and Vergers.
14. Get information from Joy Johnson concerning possible alumni to fill the AAB vacancies.
15. Perhaps we can recognize a recently graduated alumnus who is an engineer during the 2006 Engineers week.
16. Investigate making a tour to a technical museum a requirement for senior students in technical degree programs.