

**CAPITOL COLLEGE
ALUMNI ADVISORY BOARD AGENDA
103rd MEETING**

April 11th, 2006

MEMBERS PRESENT. Dr. Michael Wood, Richard Beall, Jim Amerault, Tom Bagg, Jerry Gibbon, Francis Jenkins, Joy Johnson, John Ryan, Greg Strutt, Charles Britt, Ade Sinusi (student member)

MEMBERS ABSENT: Mellisa Crouch, Charles Vergers

GUESTS: Allan Berg

1. WELCOME

1. A sign in sheet was circulated for the members to sign. Richard Beall also passed out a sheet which had addresses and phone numbers for the members. He asked for the members to check to see if the information was up to date.
2. Rick Hansen noted that there might be some informal meetings over the summer for two or three members to get together to talk about tours, retention, outreach etc.
3. **Meeting Agenda** – Rick Hansen asked if everyone had seen the agenda for the meeting and if there was a motion to approve the agenda.

- Tom Bagg made the motion to approve the agenda.
Jim Amerault seconded the motion.
The motion carried unanimously.

4. Meeting Minutes February 20, 2006

- Rick Hansen asked if there were any corrections.
- Jim Amerault noted that in the Members section, there should be only one “m” in his name.
- Dr. Wood noted that in the Welcome section Dr. Odett’s name had an “e” at the end, which should not be present.
- With the corrections noted, Rick Hansen made the motion that the minutes of the February 20, 2006 AAB meeting be accepted.
Jim Amerault seconded the motion.
The motion carried unanimously.

5. Guest Speaker on Information Assurance – Allen Berg

Rick Hansen introduced Dean Berg who has been working with our nation's government and is now responsible for Information Assurance and other forward thinking technologies with Capitol College.

- Dean Allan Berg noted the following:
 - a. He has had a career with the military where he gained much experience in problem solving.
 - b. He worked in industry several years.

- c. He has worked with David Ward a Capitol College Graduate Program professor.
- d. He finds the areas he is in with education is exciting and challenging and has some desperation associated with it. He has worked at Towson University; University of Dallas; and James Madison University.
- e. He deals with information assurance infrastructure detection.
- f. He works for CAO David Odett
- g. He is on the board of directors of GOVSEC, and GOVSEC International.
- h. We are involved with the National Defense University. They have a program they put on twice a year to engage their students to apply for scholarships of Universities that are centers of Academic Excellence.
- i. There are several centers of Academic Excellence in Maryland. They are University Of Maryland, University College, University of Maryland Baltimore County, Johns Hopkins, Towson University, and Capitol College. Capitol College has a partnership with these colleges.
- j. The agencies we need to stay close to are NSA, DHS, and Maryland Alliance of four universities.
- k. Recently traveled to Hong Kong, representing Capitol College at a conference. He expects visits to Brussels, Singapore, and back to Hong Kong (all expenses covered by the invitee.)
- l. In addition to launching the Critical Infrastructures and Cyber Protection Center, he would like the college to consider additional curriculum in the following areas:
 - Physical security
 - Operations security
 - Terrorism
 - An analyst program of study
 - Forensics
 - Doctor of Telecommunications
- He would like to get any ideas that the AAB members may have.

2. ADMINISTRATIVE REPORTS

1. President, Dr. Michael T. Wood

- Information Assurance is one of the future growth opportunities of the college. The center is to be a under Allen Berg's leadership with the faculty and staff to provide a lot of service in the information assurance arena. Also, curriculum for education, the under graduate degree, the graduate degree, and maybe a doctoral degree, as well as research opportunities with the government and with corporate America, consulting advice from the faculty, doing audits and forensics is also anticipated.
- He is very confident in the opportunities information assurance will bring to the college.
- Allen Berg brings a lot of talent to the college. .
- Dave Ward is committed to the government service with the FCC

- Allen brings experience from education and government and has established six centers of academic excellence.
 - NASA Goddard just recently created a new organization for their information security.
 - In regards to the Space Operations Institute,
Two of our students gave an oral presentation to NASA.
One of the NASA individuals said, “If NASA is looking for education, this is as Good as it gets.”
“These guys are not only good, they speak NASA.” Dave Wagner is looking for new missions to support the SOI.
 - There is a gentleman named Ray Lateer who is a graduate of the college. He received an award as one of the best 100 people in federal government
 - One of our students, Daniel Millington has received a scholarship to do work at Hope College at Michigan. His subject was an Email interface for over users.
 - We have modified the curriculum and changed the former Master of Science in Network Security to a MS in Information Assurance.
 - In early May he will meet with Anne Arundel and Prince Georges colleges to discuss how colleges can redevelop themselves.
 - Along with Richard Beall he attended a luncheon whose subject was bringing 40,000 to 60, 000 new jobs to the Maryland area.
 - We are trying to heighten our business program. We may convert one or two rooms in library to be used by our business students.
 - We are formulating ideas for what the next major notion of the college will be.
 - Plans for commencement are underway.
 - We had the formal unveiling of the new logo etc. for the college on Feb.23.
 - The new Logo has won the best in the country for colleges of our size.
 - Brand workshops have been held for staff and faculty.
 - We are still in a state of good financial strength. Trying to give a prediction for enrollment for the fall is uncertain.
 - Career day was April 7
 - Open House on the April 25th went very well.
 - Applications for the fall look good. The numbers are reasonably strong. However he feels this year is a little more unpredictable in regards to students really showing up. In regards to the undergraduate business program, the applicants we had two weeks ago were more than we had this time last year. We may be seeing applicants who have applied to several colleges. How many of them would come to us after being rejected from other colleges is questionable.
2. Vice President Institutional Relations, Richard Beall.
- We have been able to configure a variety of events for the McGowan Building.
 - On Career Day we had thirty five employers. This was the largest we have ever had. We saw employers that we had never seen before. CNN came up from Atlanta. The National Security Agency was also here. Tony Miller said we had about 200 students attend.
 - At the scholarship appreciation breakfast we had alumni come that had a scholarship while they were here at the college. These alumni sat with the

respective scholarship students who were receiving scholarships from their respective foundation.

- Todd McCluney is going to have a scholarship for a returning student.
- Within a few days we received checks for \$11,500 dollars towards the scholarships.
- Joy Johnson noted that the following money collected:
 1. ANNUAL FUND - \$53,323
 2. CAPITOL CAMPAIGN - \$4,026,000

3. CURRENT BUSINESS

Committee updates:

1. Student Government

- Rick Hansen said that during the summer he would try to figure out ways to get better in touch with students. He may call you or send you an email. Perhaps we can meet with students while they are here for class. We may be able to invite them to someplace like Goddard.

2. Student Survival Kits

- Joy Johnson noted that student survival kits would be \$10 each. The last day to contribute will be April 21.

3. Information Technology

- There will be a speaker from NASA for a talk dealing with an introduction to IPV6.
- There will be a Robotics competition at the Museum of Science and Industry at the Harbor on April 22.
- Jerry Gibbon noted that we are working with the student branch of the IEEE. This past year the student branch of the IEEE has been very active. They had presentations and competitions for rockets and other activities here on campus. Three of the members have signed up to go to a national conference. We have also signed up for a special grant to help with activities.

On April 22 the IEEE Awards Banquet will be held in Rockville and these three students have been invited to receive special awards recognizing them for work in the student IEEE branch.

The Engineering Education Board for Education Activities of the IEEE selected Capitol College to host their new conference on communication standards, which we expect three to four hundred members to attend. Dr. Wood has given the go-ahead to sponsor this activity.

The IEEE Baltimore section is hosting their Robotics Competition on the April 22. This is at the high school level. Last year there were 72 schools represented. This is the twelfth year of the competition. Gibbon noted that he had attended in past years as a judge and handed out cards for Capitol College. Some of the students who placed in the competition have eventually decided to come to Capitol College.

4. Lecture series (Tom Bagg) and Tours (John Ryan)

- Tom Bagg noted that The Fun Run at Goddard would be on April 12.
- Tom Bagg noted that Tuesday May 2 will be the Systems Engineering Seminar from 1 to 3 PM in building 3. Frank Cepollina will be the speaker who is the

project manager for Hubble servicing. He will talk about the Hubble Telescope and servicing.

- Professor Ryan noted that the tour on March 18 to the Historical Electronic Museum was successful.

A tour guide spent about two hours with the group. The next tour will be Saturday April 15 when the visit will be to the NSA Museum. The tour is open to all students, faculty, alumni, staff and friends. Expect a two-hour tour. A van will leave the college at 9:30. There are about eight names on the sign up sheet.

5. NASA Report, Space Operations Institute (Richard Beall and Carolyn Dent)
 - Richard Beall noted that he had talked to Dave Wagner and he noted that the satellite being operated by the students is playing an important role in the measurement of ozone layer. They are working with the ST5 satellite mission, which he would like to get moved over to the SOI. There, will be five new students which will be starting in the SOI. At the present there are sixteen students working at the SOI.
6. Senior Alumni Report (Jerry Gibbon)
 - There are more alums participating in college events.
 - Scholarship contributions are increasing. To a large extent this is due to alumni that are coming back to events and making donations.
 - Mrs. Rietzke had noted that there was a former Alumnus that wanted a building named after him. Mrs. Rietzke said that Mr. Rietzke did not want any building named after him.

Action Items: 5 minutes each

1. **Student Outreach and Tours - New tours**
 - A tour to the Air and Space museum is planned. The date is to be determined.
2. **Celebrating the AAB's 25th anniversary – After Commencement? How will we invite all previous members?**
 - It was decided that it is a little too late to organize any formal gathering for this year.
 - The 80th anniversary of the college is coming up in 2007. Perhaps some event is needed for this anniversary.
3. **Scholarship follow up**
 - Melissa Crouch donated the first gift to the Ho-Vergers scholarship.
 - A letter was circulated which Kevin Wilson prepared concerning the Ho-Vergers Scholarship.
 - We hope it will be an annual and renewable scholarship.
 - Greg Strutt asked whether Professor Ho and Vergers are still teaching. The answer was yes. They are talking about retirement in the not too distant future.
 - Richard Beall noted that Professor Vergers was teaching online during the AAB meeting and that was the reason for his absence.
4. **Retention follow up**
 - Rick Hansen noted that he had seen Lillie Lou Rietzke about a month prior to the AAB meeting. She said it is very important to deal with young people long before they are college age. She has connections and influence if we can get everyone working together.

- Dr. Wood noted that VP. Beall and himself have been talking about ways to expand the prence of future students during the summer.
- This is the last year for full NASA funding of the NASA Prep Program.
- Rick Hansen would like to have a way of dealing with Alumni to see if someone may be able to have connections to a potential donor to the college.
- Jerry Gibbon noted that there were really only two agencies that managed the satellites They were NASA and NOAA. Dave Wagner was planning about asking NOAA to be a co contributor to the SOI. Jerry Gibbon can get Hansen in contact with some of his friends at NOAA.

5. Over the summer – Small action-item oriented meetings at the College or other agreed upon location.

- As mentioned earlier, Rick Hansen may be calling or emailing members to set up small group meetings.

4. NEW BUSINESS

1. Letter to Lillie Lou Rietzke who is in the hospital.

- All members present signed a blank piece of paper to be scanned for the letter.
- A draft of the letter was circulated to the members for examination. Discussion of the letter and changes were made in the wording.

5. ADJOURMENT

- Jerry Gibbon made the motion for adjournment.
- Rick Hansen seconded the motion
- The meeting adjourned at 8:30 P.M.

Respectfully Submitted,

Charles A.Vergers
Recording Secretary and Treasurer