1. Overview
   a. Patrick Gibbon Scholarship
      i. To be presented at Scholarship Breakfast
      ii. Minimum of $1000
      iii. Donation envelopes distributed
   b. Focus on set of things that can be accomplished in short period of time

2. Administrative Report
   a. President's Report
      i. Single page summary distributed
      ii. NSA employees 132 CC graduates
      iii. Cyber Protection Center
         1. Contacts Allan Berg for partnership
         2. Tony Miller for employing graduates
      iv. Continuation of NASA Prep
         1. Meeting with Trustee Harold Stinger & rep from NASA HQ
      v. Dr. Wood's travels to NY
   b. Vice President Richard Beall's Report
      i. SOI
         1. New workstation set up
         2. Guam want to set up similar operations
         3. Winning proposal to SGT to work at GSFC
         4. 25 students in SOI
      ii. Visited 2 military sites
         a. Dr. Wiler excited to work with both agencies
      2. DISA
         a. Will be moving to Fort Meade by 2011
         b. 8,000 employees in DC area
         c. Responsible for White House communications
         d. Presentations to college
         e. DISA is equivalent of ATT, AOL & Google for DOD
         f. Goal to be on-line live info system for war fighter
         g. Need regional facilities to support families & contractors
         h. Odenton to be new Crystal City
   3. Army Research Lab
      a. HQ for Army Material Command
      b. Builds HW for DISA
         i. Arm strap PDA that retains last screen image
         ii. Roll-up screens with touch pads
         iii. CC graduates there since early 1980's
iv. Field new developments within days
v. Sensors to detect IEDs
vi. Sensors to detect & triangulate on incoming mortar rounds
c. Wants to rent 3 dorm apartments for their students
d. Want students to participate in some of their research
e. Our students & faculty could work at their labs

iii. Does Capitol College have faculty exchange programs?
1. Not currently

iv. CC signed agreement with Potomac Inc. public relations firm on Project Leapfrog
1. Connect us with public officials
2. Promote CC with local & corporate officials
3. Connections with media, panels & speaking engagements
4. Pushing CC ahead in PR
5. Does all political surveys for Baltimore Sun
6. Hosting mock VIP visit this Friday (eg. Gov O'Malley)
   Critique CC preparations

3. Business
   See printed Agenda
   a. Suggestions from last AAB Meeting of 9/18/06
   b. Capitol College's need for fund raising and retention
      i. Large institutions have full time fund-raisers
      ii. College Image
         1. Kevin Wilson did internet research, see packet distributed
         2. College Info distribution
            a. US News & World Report
               i. Capitol listed as Specialty School
               ii. Capitol could ask to be listed in specific major areas
               iii. Major topic of discussion at Executive Retreat
            b. Keep college name in view with bumper stickers & College bags
            c. Explore additional degree programs that fit with existing programs
      3. Publication exposure
         a. Explore additional degree programs that fit with existing programs
         b. Richard Beal will share this information with Marketing Dept
      4. Wikipedia listing
         a. Comparison with other college listings
         b. CC is Maryland's only Engineering & Business college
         c. Guarantee needs to be emphasized
         d. Tuition lock needs to be emphasized
      5. Google Search
         a. Each of us can do Google search of own ideas
      6. Rich Hanson contacting companies
         a. College has generated list of key messages to use in marketing
            i. AAB needs to be consistent with this list
         b. Include success story of alumni
7. Alternate Domain Names are available
   a. All can point to the Capitol main web site
   b. Capitol.edu, Capitol College.edu, Information Security.edu
8. Contacts with respected people
   a. See Project Leapfrog above
   b. Write up alumni success stories
9. Retention
   a. Working with middle & High school students needs more resources
   b. AAB can meet with crash & burn students about what could have been done to keep them here
   c. Need talking points
   d. Richard Beal working with Linda Bunnell-Rhyne on retention
      i. Faculty works with students, weekly reporting
      ii. Counseling Center
      iii. AAB can provide legwork for Linda
   e. CC Retention has 60% returning as sophomores, 33% graduation
   f. Use different groups to meet with Freshmen vs. upper classes
   g. Groups with different viewpoints
   h. Increase of 10% retention would be significant!
10. ROTC or Military scholarship programs
    a. Other sources of scholarships?
    b. Current CC student goes to ROTC at Bowie State
    c. How many students at CC are veterans, active officers or enlisted?
11. Workforce needs
    a. Westinghouse needs several thousand new nuclear engineers
    b. Housing market needs new construction engineers
12. Small action items we can all take
13. Open House at CC this Saturday 11/18/06
14. Oral History
    a. Electronic publishing
    b. Form for adding new stories

4. New Business
   a. Invite Tom Faigle to next AAB meeting
   b. Charles Britt will firm up Working Groups
   c. Kevin & Rich will work domain names
   d. Finding students to discuss retention over lunch

5. Next meeting February 12, 2007

6. 8:00 PM Motion to adjourn by Rich Hansen, second by Tom Bagg, unanimous pass

Notes by Tom Bagg