



The ABET Board of Directors met on November 1, 2008, at the Seelbach Hilton, Louisville, Kentucky. This report summarizes the actions that occurred at that meeting.

## ABET OFFICERS INSTALLED

The newly installed voting members of the 2008-2009 ABET Executive Committee are:

President	<b>Joe Sussman</b>	Treasurer	<b>Daniel Bradley</b>
President-Elect	<b>David Holger</b>	Board Representative	<b>Larry Kaye</b>
Past President	<b>Skip Fletcher</b>	Board Representative	<b>James Plasker</b>
Secretary	<b>Phillip Borrowman</b>		

The Executive Committee for 2008-2009 includes the non-voting Chairs of the Commissions, Accreditation Council, and INTAC. The complete list of current members of the Board can be found at <http://www.abet.org/bod.shtml>.

## NEW MEMBER SEATED

INCOSE, the International Council for Systems Engineering, participated as a Member Society for the first time. Long-time ABET supporter Wolt Fabrycky is the new Director on the ABET Board. The complete list of current Member Societies can be found at <http://www.abet.org/gov.shtml>.

## NEW MEMBER SOCIETY ADMITTED

The ABET Board of Directors approved the Admission Committee's recommendation to admit the **Society of Fire Protection Engineers (SFPE)** as a Member Society of ABET, subject to ratification by the governing bodies of the current ABET Member Societies. SFPE will have lead responsibility for fire protection engineering and engineering technology programs.

## ABET AWARD RECIPIENTS NAMED

Recipients of the **Linton E. Grinter Distinguished Service Award** and the **ABET Fellow Awards** were honored at the Annual Meeting Awards Banquet. **Richard C. Seagrave** received the Linton E. Grinter Distinguished Service Award. **Mario J. Gonzalez, Daniel B. Hodge, Robert M. Laurensen, Carl J. McHargue, and Mark A. Pagano** joined the ranks of ABET Fellow. Details about both awards and their recipients are available at <http://www.abet.org/latest.shtml>.

**2008 President's Award for Diversity** was presented at the Commission Summit on October 29, 2008. The recipients of the award were the **College of Engineering and the Office of Diversity Initiatives at Embry-Riddle Aeronautical University, Daytona Beach; the School of Engineering and Applied Science at The George Washington University; the CyberCity Technology Summer Program at James Madison University; and a joint award for the Multicultural Engineering Program at Northern Arizona University and its Managing Director Fonda Swimmer.**

The ABET Board of Directors approved the renaming of the ABET President's Award for Diversity to the **Claire L. Felbinger Award for Diversity** in honor of Dr. Felbinger, former ABET Public Director. Dr. Felbinger was the first to bring ABET's diversity issue formally to the attention of the Board. More information about the **Claire L. Felbinger Award for Diversity** and the 2008 winners can be found at <http://www.abet.org/diversity.shtml>.

## PRESIDENT'S REPORT

President **Skip Fletcher** summarized recent activities related to:

- International Accreditation
- the ABET Foundation
- Recent actions of the Executive Committee to:
  - Approve the recommendations from the Technology Accreditation Commission (TAC) on the replacements for two 2008-2009 TAC Executive Committee positions
  - Approve the ABET Travel Policy and procedures regarding international travel.

## ABET INTERNATIONAL TRAVEL POLICY REVISITED

At the March 2008 Board meeting, the Board approved the International Travel Policy subject to legal review. The review resulted in a recommendation to revise the policy and create a release form which ABET's attorney's did and which was approved by the Executive

Committee. The Board was concerned that the current release form appeared to imply that the traveler assumed all risks when in fact, ABET provides accident travel insurance for its volunteers. The Board asked that the release form and policy be revised to reflect this.

### TRAVEL POLICY AND PROCEDURES AMENDMENTS

Based on the recommendation of the Finance Committee, the ABET Board approved the change to the ABET Travel Policy and Procedures Manual:

- Revision to Section C that U.S.-domiciled travelers who are temporarily located outside the U.S. will be reimbursed for travel expenses for ABET meetings and evaluations only up to the typical cost of travel to and from the U.S. domicile.
- Revision to Section N- Expense Reports that all expense reports should be completed within ten working days after returning from the trip. Expense reports submitted more than 60 days after the end of travel may not be reimbursed.

### SEARCH FOR NEW EXECUTIVE DIRECTOR

ABET Executive Director **George Peterson** announced that he was assuming the newly created position of ABET Managing Director for International Business Development and Executive Director Emeritus. The ABET Board of Directors passed a resolution commending Peterson for his 15 years of leadership by shepherding the accreditation reform effort and expanding ABET's international visibility as ABET Executive Director.

ABET President Joe Sussman has appointed an Executive Director search committee. Past President **Joe Fowler** will serve as Chair of the Search Committee. Committee members include former ASAC Chair **Dennis George**, Accreditation Council Chair **Larry Jones**, former EAC Chair **Pat Daniels**, Past President **William Clark**, Managing Director for Professional Services Director **Gloria Rogers**, and Accreditation Manager **Ellen Stokes**. The ABET President appointed Comptroller **Lance Hoboy** as Interim Executive Director.

### INDUSTRY ADVISORY COUNCIL (IAC) REPORT

ABET Industry Advisory Council Chair **Mike Gwyn** presented the council's report and recommendations. The ABET Board of Directors accepted the report and the following recommendations:

- **International Accreditation**
  - A complete commitment from all participants is required to maintain the momentum that has been developed.
  - The IAC reiterates its position that this is a significant opportunity for ABET and encourages ABET not to rely on State Department's warnings and advisories for assessment of security in prospective countries. IAC member companies have agreed to offer assistance to ABET on international security matters in the form of information regarding prospective countries, process sharing, and benchmarking.
- **Community College Articulation**
  - ABET should act as a facilitator on the issue of articulation and broker discussions with appropriate entities with a goal of improving articulation from community colleges into four year programs nationally.
  - The IAC supports any activity that will increase the flow of qualified graduates in engineering, applied sciences, computing and technology.

### ABET CONCLUDES FY08 IN THE BLACK

ABET Treasurer **Daniel Bradley** reported that FY2008 is expected to close with approximately \$496K contribution to reserve.

### BUDGET APPROVED

The ABET Board approved a Target Budget of \$7.8 M for the 2009-2010 Fiscal Year.

### NEW RESERVES DEFINITION

The ABET Board approved the addition to the ABET Rules of Procedure Financial Policy 16- Fund Balance Goal to define reserves as the total unrestricted net assets minus the net investment in the fixed assets.

### AUDIT FIRM SELECTED

Audit Committee Chair **Richard Seagrave** announced that the Audit Committee had chosen Councilor, Buchanan, Mitchell of Bethesda, MD, to serve as ABET's auditor for three years beginning fiscal year 2009.

### MAINTENANCE FEE CALCULATION REVIEWED

The ABET Board of Directors directed the Finance Committee to develop a pricing model that better reflects the value received by the graduates. The pricing model will break the maintenance fees into two components: a basic fee plus a fee based on number of graduates. The committee is expected to present a pricing model and suggested fees for Board consideration at its next meeting.

## NEW COMMISSION OFFICERS

The Board approved the commissions' officers and Executive Committee members for the 2009-2010 accreditation cycle. The following Chairs and Chairs-Elect will take office in July 2009:

### ASAC

Chair: **Charles W. McGlothlin**

Chair-Elect: **John J. Segna**

### CAC

Chair: **David P. Kelly**

Chair-Elect: **Allen Parrish**

### EAC

Chair: **Douglas R. Bowman**

Chair-Elect: **Peter J. Carrato**

### TAC

Chair: **Kevin D. Taylor**

The Chair-Elect for TAC has not yet been identified.

## HARMONIZED GENERAL CRITERIA PRESENTED

The ABET Board approved the harmonized General Criteria of the four Commissions at 1<sup>st</sup> Reading. The revised criteria for each Commission will be published for circulation among institutions with accredited programs and other interested parties for a two-year period of review and comment.

The harmonization will require team chair training, revisions to the self-study templates, PEV training materials, and forms. The ABET Board approved the roll-out schedule and attendant costs for implementation of the Harmonized Criteria. The estimated fiscal impact over the next two years is \$28,200.

The Accreditation Council, with input from the four Commissions, approved revisions to harmonize the definitions for Program Educational Objective, Program Outcomes, Assessment, and Evaluation that appear in the *Accreditation Policy and Procedure Manual*, Section II.D.I.

## 2009-2010 CRITERIA CHANGES APPROVED

The following criteria changes were approved for the 2009-2010 accreditation cycle:

- Revised ASAC Program Criteria for **Industrial Hygiene Programs** and for **Safety Programs**
- Revised TAC Program Criteria for **Bioengineering Technology Programs** and for **Nuclear Engineering Technology Programs**

## PROPOSED CRITERIA CHANGES APPROVED FOR REVIEW AND COMMENT

The following EAC program criteria changes were approved for publication for review and comment:

- **Bioengineering and Biomedical Engineering Programs**
- **Biological Engineering Programs**
- **Software Engineering Programs**
- **Systems Engineering Programs**

## INCREASED AWARENESS ON VALUE OF ACCREDITATION CONSIDERED

The ABET Board of Directors approved moving forward with the recommendations from the Accreditation Council regarding the need for awareness and appreciation of value-added through accreditation, and for the staff to develop and submit an action plan to the Board at its next meeting in March 2009. The four recommendations on the report are as follows:

- Identify incentives for accreditation
- Increase endorsement of accreditation among applicable professional societies
- Increase endorsement of accreditation among prospective employers
- Expand and sustain outreach campaign for new and renewed awareness.

## BOARD MEMBERS RETIRE

President **Skip Fletcher** and the Board acknowledged the contributions of retiring Board members and presented them with plaques commemorating their service. Retiring Members included **William Clark** (2006-2007 ABET President), **George Boggs** (Public Director), **Willis King** (IEEE), **Janet Perper** (ABET Secretary), **Dennis Readey** (TMS), **Susan Schall** (IIE), **Ed Wiggins** (SNAME), and **Roger Zimmerman** (NSPE).

## NEW BOARD MEMBERS

At the conclusion of the 2007-2008 Board meeting, the 2008-2009 Board members were invited to be seated. The new Board members are **Wolt Fabrycky** (INCOSE), **Moshe Kam** (IEEE), **Margaret Keller** (Public Director), **John LaGraff** (AIAA), **Michael Lightner** (IEEE), **Wayne Neu** (SNAME), **Arthur Price** (CSAB, Inc.), **Jamie Rogers** (IIE), and **Jay Thomas** (TMS).

The complete list of current members of the Board can be found at <http://www.abet.org/bod.shtml>.

## ABET FOUNDING MEMBER OF THE SEOUL ACCORD

The ABET Board of Directors approved joining the Seoul Accord as founding member and the authority to sign the accord documents in December 2008. The Seoul Accord is an agreement among computing education accrediting organizations. It is modeled on the Washington Accord, an agreement among engineering education accrediting organizations. More information about the accord can be found at: <http://www.seoulaccord.com/>

## ABET RULES OF PROCEDURE ON PROGRAM EVALUATOR QUALIFICATIONS MODIFIED

- The ABET Board approved modifications to the ABET Rules of Procedure, Section 2.F.4.c. regarding minimum qualifications for Program Evaluators to eliminate differing requirements for those coming from industry and those coming from academe. Experience with hiring graduates from accredited programs was eliminated. Experience in quality improvement processes was added as an option to the experience with accreditation processes.

ABET's Rules of Procedure can be found at <http://www.abet.org/constitution.shtml>

## PAVE PROJECT COMPLETED

Partnership to Advance Volunteer Excellence (PAVE) Steering Team Chair **Larry Kaye** presented the team's final report and recommendations. The ABET Board accepted the report and the following recommendations from the Steering Team:

- Oversight of "Volunteer Affairs" should be included as a specific responsibility of one of new Councils proposed by the Governance Task Group.
- ABET should actively advertise the PAVE system in various venues, such as conferences and appropriate publications.
- PAVE project be declared complete with letters of appreciation to all Volunteer Participation Project and PAVE participants.

## UPDATE FROM THE ABET STRATEGIC MANAGEMENT AD HOC TASK GROUPS

**Governance Task Group Chair Dick Seagrave** presented the task group's report and recommendations. The ABET Board accepted the report and the following recommendations:

- Form four new ad hoc councils: Constituencies, Quality Assurance, Management, and Globalization
- Require every Board Member to participate on at least one of the councils
- Identify the required changes in the ABET By-Laws (Section 12 and 13), Constitution (Article 7F), and Rules of Procedure by the Spring 2009 Board of Directors Meeting.

In addition, **Dick Seagrave** was appointed Implementation Manager of the Task Group's recommendations.

Chair of the **Globalization Task Group Ron Hinn** presented the task group's report and recommendations. The ABET Board of accepted the report and the following recommendations:

- Align ABET staff necessary to handle the anticipated increase in global accreditation activity levels.
- Enhance the "ABET" global brand through the identification of ten or more respected institutions (the "Target Group"), located in international environs. Approach each of these with an appropriate accreditation marketing effort.
- Initiate an "arms' length" accreditation "consultancy" service, sourced with a selected pool of trained accreditation "consultants." Develop consultancy guidelines and an associated pricing model for board approval.
- Expand global events, including a new flagship accreditation event held within the general vicinity of the "Target Group" institutions identified above.
- Identify ABET's intellectual property that warrants selling on a fee (vs. free) basis. Develop a proposal for Board approval to market such IP on a fee basis.
- Form joint task group with NCEES/NSPE to pursue options that will enhance domestic portability of accredited degrees.

## NEXT BOARD MEETINGS

Spring 2009 ABET Board of Directors' Meeting  
Saturday, March 28, 2009  
Baltimore, MD

Fall 2009 ABET Board of Directors Meeting  
Saturday, October 31, 2009  
San Antonio, TX