



REPORT OF THE BOARD OF DIRECTORS

Vol. 9, No. 1

Spring 2007

The ABET Board of Directors met on March 16-17, 2007, at the BWI Airport Marriott Hotel in Baltimore, Maryland. This report summarizes the actions that occurred at that meeting.

ABET OFFICERS ELECTED

The newly elected members of the 2007-2008 ABET Executive Committee are:

President-Elect	Joseph Sussman
Secretary	Janet Perper
Board Representative	James Plasker

These individuals will take office at the conclusion of the November 3, 2007, Board of Directors meeting. At that time, **L.S. "Skip" Fletcher** will become President, **William Clark** will become Past President, and **Larry Kaye** will continue as one of two Board Representatives to the Executive Committee.

PUBLIC DIRECTOR TO THE ABET BOARD RE-ELECTED

Peter Haas was re-elected as Public Director to the ABET Board.

PRESIDENTIAL REPORT

President **William Clark** gave a status report on his presidential priorities:

- Diversity
- Participation Project/PAVE
- Financial Model
- International Accreditation
- Harmonization

President Clark spoke to the Board on customer focus and improved communications efforts. Task groups had been appointed to keep the momentum on the efforts to accelerate and emphasize communications with the member societies. The Board leadership had met with a number of member societies, ASEE, NSPE, NCEES, IEEE to name a few, for the sole purpose of sharing information.

REPORT FROM THE EXECUTIVE DIRECTOR

Executive Director **George Peterson** gave a brief update on the Higher Education Re-Authorization Act, and presented a status report on ECEI. ECEI staff have been cataloging and archiving applicants' original documents. Some delay in returning original documents of applicants were encountered due to difficulties acquiring accurate contact information from the applicants.

ABET TO HOST 2007 INTERNATIONAL ENGINEERING MEETINGS (IEM 2007)

Executive Director Peterson spoke on the upcoming IEM 2007 and presented a brief background on of the international agreements involved in the event. The meetings will be held at the Omni Shoreham Hotel in Washington, DC from June 17-22, 2007 with ABET as the host. The IEM is a series of meetings of 6 international agreements, namely, Washington Accord, Sydney Accord, Dublin Accord, APEC Engineers, Engineers Mobility Forum (EMF), and Engineering Technology Mobility Forum (ETMF).

FY 2005 - 2006 FINANCES ON TRACK

ABET Treasurer **Daniel Bradley** presented the financial statements for the first quarter ending December 2006. Treasurer Bradley reported that ABET has sufficient funds to support operations for FY 2007.

IMPLEMENTATION OF NEW FINANCIAL MODEL APPROVED

The ABET Board of Directors approved the implementation of the new financial model. The new model would replace the current model effective FY2008. The major features of the model are:

1. Activity Based Costing: This method of accounting creates cost centers and assigns expenses to the source of revenue related to expenses. The major cost centers are Governance, Accreditation, International, Special Projects, Professional Services and Operations.
2. Overhead: Expenses attributed to Professional Services and Operations centers are considered overhead and will be charged to Governance and Accreditation based on their share of total direct expenses.
3. Reserves: The finance committee will be reviewing the current reserve policy in August. The committee proposes to assess a 10% surcharge on institutions and societies until reserves reach the level required, currently 30% of annual expenses. The surcharge has been included in the proposed assessment.
4. Assessment method: the new model assigns financial responsibility for direct and overhead expenses for Accreditation to the institutions and Governance to the societies.

BOARD APPROVES RENUMBERED CRITERIA

The ABET Board of Directors approved the renumbered criteria for all of the ABET Accreditation Commissions at second reading for implementation by all of the Accreditation Commission in the 2008-2009 accreditation cycle. The renumbered Criteria will provide consistency across all Commissions. Accreditation Council Chair **David Holger** reminded the Board that the changes were with regards to the numbering of the criteria and not the content.

COMMISSIONERS APPROVED

The ASAC, CAC, EAC, and TAC commissioners for 2006-2007 were approved.

PUBLIC MEMBER COMMITTEE REPORT

Public Member Committee Chair **Amy O’Leary** presented a brief report. The committee has had discussions on further enhancing its role in ABET and to become more familiar with the ABET day-to-day operations. There is continued interest in ABET’s diversity efforts and the committee will be submitting recommendations regarding expanding the President’s Diversity Award.

INTERNATIONAL ACCREDITATION UPDATE

International Activities Council (INTAC) Chair **Phillip Borrowman** presented the report on the implementation of international accreditation. The report addressed the issues raised in the white paper “Issues Regarding ABET’s International Role in the Future” and raised by the International Accreditation Task Group on international accreditation.

ACCREDITATION FEES FOR FY 2007-2008 REVISED

The Board Executive Committee on behalf of the ABET Board of Directors approved the revision to the schedule of accreditation fees effective for fiscal year 2007-2008. 38 programs at 6 institutions outside of the United States are scheduled for comprehensive visits in the fall of 2007. During the transition to international accreditation, the Finance Committee recommended that the substantial equivalency fee schedule be adopted for international accreditation visits to ensure that neither domestic programs nor member societies are subsidizing those costs.

SOCIETY ASSESSEMENTS SET

The ABET Board approved the society assessments for FY 2007-2008:

Fee per Member Director	\$16,274
Fee per Associate Member Representative	\$8,137
Fee per Curricula Program	\$204

BUDGET APPROVED

The ABET Board approved a \$6.4 M budget based on the new financial model for the 2007-2008 fiscal year.

UPDATES FROM THE PRESIDENT’S TASK GROUPS

Board Operations Task Group

Board Operations Task Group Chair **James Plasker** presented to the ABET Board of Directors their recommendations regarding improving ABET Board performance via increased transparency and enhanced information flow. The recommendations were approved by the ABET Board Executive Committee on behalf of the ABET Board at their February 2007 meeting.

Key recommendations include:

- Bi-monthly financial reports provided electronically using Share-Point technology to the ABET Board
- Conduct informal Board “briefings” at midpoint between Board meetings utilizing teleconferencing and Share-Point technology.

- Reports on “major” projects (separately funded projects) such as PAVE, to be incorporated into midpoint briefings.
- Copies of invitations to major meeting to Board members
- Board materials to be distributed as soon as available
- Continue publication distribution policy with copies of publications to public members of the Board upon request
- Post Board roster and committee rosters on secure website
- Periodically review ABET Rules of Procedure

Partnership to Advance Volunteer Excellence (PAVE)

PAVE Steering Team Chair **Larry Kaye** presented the status report on the Partnership to Advance Volunteer Excellence (PAVE). PAVE is the implementation phase of the Participation Project. Working groups made up of member society representatives and ABET Staff have been established- Recruiting and Selection, Training, Evaluation, and Communications. The steering team kick-off was held in February 2007 and meets monthly.

Train the Trainer (T3) was held March 10-11 in Baltimore with 25 attendees. The cost of the training was covered by ABET accreditation revenues. Three regional Program Evaluator (PEV) Training sessions have been scheduled in April, May, and June 2007. The attendance to the PEV training is based on nomination by member societies. ABET plans to cover the travel expenses for PEV’s in 2008.

Outreach Task Group

Outreach Task Group Chair **Sherra Kerns** gave a brief report on the activities of the task group. The charge to the task group is to identify and engage professional and technical societies currently unaffiliated with ABET. The Outreach Task Group will report to the Board at its regularly scheduled meetings.

The task group has begun assembling the list of organizations for consideration. The group has a list of 175 societies divided into categories based on interest in accreditation, ethnicity and gender issues, and education.

ABET BOARD ENGAGES IN STRATEGY MANAGEMENT

The ABET Board of Directors engaged in a two- half-day strategy management session, led by a Strategy Consultant **Jim Dalton**. Observers at the Board meeting also had the opportunity to participate in the exercise. Break out groups were formed to identify new strategic issues, integrate the new issues with those already identified, brainstorm on strategic outcomes for priority issues, and draft action items to achieve the outcomes.

Issue statements and outcomes of the strategy session will be reviewed by President Clark and the Chairs of each break out group and the results will be posted on the secure website.

2007 ANNUAL MEETING PLANNED

Annual Meeting Committee Chair **L.S. “Skip” Fletcher** presented the plans for the 2007 ABET Annual Meeting, which will take place on November 1 and 2 at the Hyatt Regency Resort & Casino Lake Tahoe, Nevada.

Registration will be available in May on ABET’s website at <http://www.abet.org/annual.shtml>. ABET invites deans, faculty, administrators, industry leaders, government representatives, grant-makers, researchers, accrediting bodies, professional societies, and invested foundations and organizations all to participate in this notable event.

NEXT BOARD MEETING

Board of Directors meeting schedule:

New Board Member Orientation – Wed., October 31, 2007

ABET Annual Meeting – Thurs.-Fri., November 1-2, 2007

Board of Directors Meeting – Sat., November 3, 2007

Submitted by

George D. Peterson, Executive Director

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