



REPORT TO THE BOARD OF DIRECTORS

Vol. 10, No. 1

Spring 2008

The ABET Board of Directors met on March 29, 2008 at the Hilton Baltimore BWI Airport, Linthicum, Maryland. This report summarizes the actions that occurred at that meeting.

ABET OFFICERS ELECTED

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

President-Elect	David Holger
Secretary	Phillip Borrowman
Treasurer	Daniel Bradley
Board Representative	Larry Kaye

The Executive Committee for 2008-2009 includes all the preceding, **Skip Fletcher** as Past President, **Joe Sussman** as President and incumbent Board Representative **James Plasker**, as well as 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>.

PUBLIC DIRECTORS CHOSEN

Sylvia Alexander was re-elected as a Public Director on the Board and **Margaret Keller**, of Organizational Success, a facilitation and consulting firm for not-for-profits, was elected as a new Public Director for 2008-2011.

DUAL LEVEL ACCREDITATION APPROVED

The ABET Board of Directors approved a change to section II.B.8.a. of ABET's *Accreditation Policy and Procedure Manual* that will allow institutions to seek accreditation for their engineering programs of the same name/discipline at two levels (i.e., bachelor's and master's) concurrently. The change will go into effect with the 2009-2010 accreditation cycle.

Further information on dual level accreditation can be found at <http://www.abet.org/dual.shtml>

ABET FOUNDATION STATUS REPORT

President **Skip Fletcher** reported on the progress of the establishment of the ABET Foundation. ABET is working with its legal counsel in the development of the Articles of Incorporation. The foundation would be declared as a public charity-509A3 which allows individuals, corporations, trusts to provide gifts into the ABET foundation. The Articles of Incorporation will be provided to the Board once it is available.

The establishment of an ABET Foundation was approved by the Board at its November 2007 meeting. The resources of the foundation were to be used as directed by the Foundation.

PRESIDENT'S REPORT

President **Skip Fletcher** gave a brief report on actions taken by the Executive Committee.

- Appointed the International Business Model Ad hoc Task Group with **Joe Sussman** as Chair, and **Phil Borrowman**, **Jessica Silwick**, **David Holger**, and **Maryanne Weiss** as members.
- Approved the 2008-2009 members of the ASAC, CAC, EAC and TAC on behalf of the ABET Board

POLICY ON INTERNATIONAL TRAVEL APPROVED

The ABET Board of Directors approved the policy on international travel. The policy reads:

ABET, at its sole discretion, may permit volunteer and/pr staff travel to countries or locations with travel warnings only with the approval of the ABET Executive Director and the concurrence of the ABET Executive Committee. The ABET Executive Director will provide the traveler with the information obtained from corporations knowledgeable in international travel, State Department public announcements or other information from in-country consular offices. The primary ABET liaison at each institution will provide the Executive Director with current information regarding personal safety or travel risks in the country or location. Travel to countries or locations with travel warnings or security risks is voluntary and the individual ABET volunteer or staff member may decide whether they wish to proceed with such international travel.

The Executive Director was asked to get a final review by the ABET attorney.

ABET BYLAWS AMENDED

The ABET Board of Directors approved on 1st reading changes to the Bylaws regarding the composition of the Nominating Committee. The proposed changes to the Nominating Committee will ensure balance and provide more flexibility when considering members of the Nominating Committee.

TREASURER'S REPORT

ABET Treasurer **Daniel Bradley** presented the financial statements for the first quarter ending January 2008 as well as the audited financial statements for FY 2007. Treasurer Bradley reported that the audit went well and that ABET was doing well with regard to expenditures to date but funds needed to be carefully monitored for the remainder of the year.

COMMISSIONERS APPROVED

The ASAC, CAC, EAC, and TAC commissioners for 2008-2009 were approved.

COOPERATION AGREEMENT WITH EGYPTIAN ACCREDITOR RATIFIED

The Memorandum of Understanding (MOU) between ABET and the National Authority for Quality Assurance and Accreditation of Egypt (NAQAAE) was ratified by the ABET Board.

Within the MOU, ABET agreed to collaborate in the development of accreditation workshops and seminars on evaluation and accreditation. The MOU does not provide for the recognition of Egyptian programs or graduates.

ACCREDITATION POLICY AND PROCEDURE MANUAL REVISED

The ABET Board approved the deletion of Section II.E.15 of the *Accreditation Policy and Procedure Manual* concerning the requirement of chemical engineering programs to provide a copy of the program self-study to the Committee on Chemical Engineering Education and Accreditation of the American Institute of Chemical Engineers (AIChE). The Engineering Accreditation Commission (EAC) had determined that this was an artifact with the AIChE from the founding of ECPD/ABET that is not needed any longer.

The accreditation policy and procedure manual can be found at <http://www.abet.org/forms.shtml>

ABET RULES OF PROCEDURE ON COMMISSIONS QUALIFICATIONS MODIFIED

The ABET Board approved the following changes to the ABET Rules of Procedure on Commissions Qualifications.

- Addition to Section 2.F.4 Qualifications for Program Evaluators regarding qualifications for program evaluators assigned to non-domestic accreditation evaluations
- Modification to Section 2.F.3 Table 1 Team Chair Competency Model – removal of the term “technical” in the Desired Proficiency column.

In addition, the Board also approved the revisions to the Program Evaluator application. ABET’s rules of procedure can be found at <http://www.abet.org/constitution.shtml>

ACCREDITATION FEES FOR FY 2008-2009 APPROVED

The Board Executive Committee on behalf of the ABET Board of Directors approved the Accreditation Fees effective for fiscal year 2008-2009.

The complete fee schedules for FY 08-09 can be found at <http://www.abet.org/request.shtml>

SOCIETY ASSESSEMENTS SET

The ABET Board approved the society assessments for FY 2008-2009:

Fee per Member Director	\$16,780
Fee per Associate Member Representative	\$ 8,390
Lead Society (Curricular) Fee	\$ 204

BUDGET APPROVED

The ABET Board approved an \$8.5M budget for the 2008-2009 fiscal year. Accreditation is expecting a peak year for visits.

UPDATE FROM THE ABET STRATEGIC ISSUES REVIEW TASK GROUPS

Educational Delivery Task Group Chair **Susan Schall** presented the task group's final report and recommendations. The ABET Board approved the following recommendations from the task group:

- *The ABET Board evaluate current policies, procedures, and financial model, and improve to enable the accreditation of programs regardless of the method(s) used to deliver the program or the type of institution; implement a CI loop.*
- *The ABET Board implement measures associated with the three Educational Delivery desired outcomes, establish processes to track, and use the measures of continuous improvement of policies, procedures, financial model, training, and other program evaluation related processes.*
- *The Accreditation Council evaluate current resources provided to Evaluation Teams and improve the resources to ensure teams are prepared to evaluate programs regardless of the method(s) used to deliver the program or type of institution.*
- *Accreditation Council to evaluate current resources available to programs and improve the resources to ensure programs are provided sufficient guidance to adequately describe how their program meets the criteria regardless of the methods used to deliver the program or type of institution.*

Chair of the Globalization task group **Ron Hinn** presented a status report on the task group's progress. **Bill Clark**, Chair of the Strategic Issues Management Task Group presented the Governance task group's report on behalf of the task group's Chair, **Dick Seagrave**. The Governance task group will be presenting a report at the mid Board briefing teleconference in July 2008.

2008 ANNUAL MEETING PLANNED

Annual Meeting Committee Chair **Joseph Sussman** presented the plans for the 2008 ABET Annual Meeting, which will take place on October 30 and 31 in Louisville, Kentucky. The theme will revolve around what ABET will look like in its 100th year in 2032. The details of the meeting are still being finalized. Planning continues on how to stimulate audience and how to get related educators to attend. ABET has submitted a proposal to the National Science Foundation for support of the event's activities.

UPCOMING EVENTS

New Board Member Orientation – October 29, 2008

ABET Annual Meeting – October 30-31, 2008

Board of Directors Meeting – Sat, November 1, 2008

Submitted by

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