



SUMMARY REPORT OF THE BOARD OF DIRECTORS MEETING

Vol. 13, No. 2

Fall 2011

The ABET Board of Directors met on October 29, 2011, at the Tremont Grand, Baltimore, MD. This report summarizes the actions that occurred at that meeting.

ABET OFFICERS INDUCTED

The 2011-12 ABET officers are:

President	Larry A. Kaye
President-Elect	Karan Watson
Secretary	Jeffrey Sirola
Treasurer	Bassem Armaly
Past President	Philip Borrowman

NEW MEMBER SOCIETY

In July 2011, the Women in Engineering ProActive Network (WEPAN) was ratified as an Associate Member Society. Dr. Mary Juhas was seated as Representative Director at this meeting. The complete list of current Board members can be found at <http://www.abet.org/board-of-directors/>.

PRESIDENT'S REPORT

President Borrowman summarized the four areas of focus for the 2010-11 year. They were:

1. **Further engagement of Board members and member societies** - Re-establishment of better relationships with the member societies and provision of choices on committee membership for Board members resulted in increased engagement of the Board and member societies in the past year.
2. **Move forward globally** - Information has been gained through the MOU work with GCREAS; meetings with India representatives both in the U.S. and in India; meetings with China representatives both in China and subsequently, here; and the involvement with IEA meetings and Seoul Accord meetings. While it is currently easy to place direct involvement in India and China on the outer fringes, there hasn't been enough information to determine where and how growth should occur moderately, as directed by the Board. This was one focus area where we have had to temper our expectations of completing that plan, this year.
3. **Improve consistency of accreditation evaluations** - Initial training modules have been improved, and both retraining and just-in-time training for PEVs has been instituted to improve the consistency of evaluations. While initial results are encouraging, it is too early to discern if this approach will result in better consistency of evaluations over the long term. Volunteer turnover means that updates to training, re-training, and just-in-time training will be required continually.
4. **Update the strategic plan** - It has been more than five years since the strategic plan was reviewed or updated. A task force was formed and charged with revisiting the vision, mission, and objectives in the strategic plan while engaging the Board. Board action on a revised and updated strategic plan is anticipated at the next Board meeting in March 2012.

EXECUTIVE DIRECTOR'S REPORT

Executive Director **Michael Milligan** outlined ABET's accomplishments for FY 2010-11 in a written report approved as the part of the consent agenda. Some of the highlights of this written report are included here:

- An article discussing the value of ABET accreditation to the fire protection profession, authored by ABET Communications and Marketing Manager Erika Williams, was featured in SFPE's quarterly **Fire Protection Engineering** magazine.
- Dr. Milligan and 2010-11 ABET President Phil Borrowman represented ABET at the **NCEES Annual Conference** in Providence, RI. Dr. Milligan attended the Member Board Administration (MBA) forum, and Mr. Borrowman attended the Engineering Forum.
- Drs. Milligan, Sussman, and Ater Kranov visited the **MIT School of Engineering** to discuss MIT's curriculum innovations in interdisciplinary engineering and ABET accreditation.
- Dr. Joe Sussman represented ABET at the kickoff meeting of the **RCNET (Regional Center for Nuclear Education and Training)** at Indian River State College in Fort Pierce, FL. Dr. Sussman attended this meeting to support nuclear engineering technology programs as they devise a plan to achieve ABET accreditation.
- Dr. Milligan participated on a panel session on international engineering education at **IES Abroad**. IES Abroad is a Chicago-based, not-for-profit academic consortium that enrolls more than 5,500 students from 185 U.S. colleges and universities in over 100 academic study abroad programs and internship opportunities annually.

- Dr. Milligan also attended the MS&T Symposium and participated as a keynote presenter and a panelist.
- To date, there have been 876 **Request for Evaluations (RFEs)** accepted for the upcoming accreditation cycle. There are 110 new RFEs, of which 62 are from institutions outside the U.S.
- **Dr. Rochelle Williams** joined the ABET staff as the **Educational Research and Assessment Manager**. In her new role, Dr. Williams will manage ABET's educational offerings on a global scale and lead technical education research projects.
- **Mr. Charles Hickman** also joined the ABET staff as the **Senior Director of Society Relations**. Mr. Hickman has been working diligently to establish regular and effective communications between ABET HQ and his counterparts at each of the ABET Member Societies.

ABET engaged in the following international activities:

- In support of the **ABET-ACREDITA CI Memorandum of Understanding (MOU)**, and at the request of ACREDITA CI, the Professional Services Department provided a faculty workshop and seminar in Chile.
- **Dr. Hanbing Kong**, Associate Professor and Deputy Director of the Research Center for Science, Technology, and Education Policy at Zhejiang University in China, met with ABET staff to learn more about the ABET accreditation process.
- ABET conducted a workshop on assessment at the pre-conference portion of the **Latin American and Caribbean Consortium of Engineering Institutions (LACCEI)**'s annual conference in Colombia.
- In support of the **ABET-GCREAS MOU**, joint GCREAS-ABET seminars were held in Panama and the Dominican Republic.
- Drs. Michael Milligan, David Holger (2011-12 ABET Past President), Joe Turner, and Win Phillips **attended the biannual general meeting of IEA (International Engineering Alliance)** in Taipei, Taiwan. **Dr. Holger** was elected as **Vice-Chair of the Sydney Accord** and **Vice-Chair of the IEA governing group**. ABET began the review process by the **Dublin Accord** review team in preparation for ABET application as a full signatory.

REPORT FROM ACADEMIC ADVISORY COUNCIL

Steve Cramer, Chair, reported on the council's progress. The AAC was created to **enhance communications with the academic community and gain insight from the faculty** and administrators who oversee ABET-accredited programs. The current membership of 25 is comprised of 16 deans, associate deans, and other academic leaders, representing programs accredited under all four ABET commissions. The council's 2011-12 objectives included:

- Reviewing the impact of procedures and criteria about efficiency and the burden placed on institutions
- Discussing different review cycles
- Determining if ABET's processes are a real or perceived driver for innovation
- Providing opinion on fee structure to the ABET Finance Committee
- Formulating options regarding candidate accreditation status of new programs
- Discussing issues of common interest with the IAC
- Monitoring and assessing progress of team consistency
- Continuously providing recommendations for various accreditation policies and matters that come before the Board of Directors.

REPORT FROM INDUSTRY ADVISORY COUNCIL

Dwight Beranek, Chair, reported on the council's progress. The IAC was charged to provide objectives based on the four goals of the incoming president. Those objectives included the following:

- Objective 1: Provide industry perspective on current ABET accreditation issues.
- Objective 2: Support and advise ABET leadership on the ABET Strategic Plan, Global Council strategy and operations, and ABET President's new "innovation in technical education" program.
- Objective 3: Stimulate industry's involvement in ABET's future by diversifying the IAC's composition, networking closely with industry advisory groups at the institution level, and proactively seeking new PEVs from industry.

REPORT FROM THE GLOBAL COUNCIL

The Global Council (GC) held its first meeting on June 3, 2011, in Baltimore and discussed the following: the Global Strategy and Operations Plan, the International Engineering Alliance Meeting 2011 (IEAM2011), and the Seoul Accord General Meeting (SAGM) 2011.

The GC provided an update on recent international activities, including ABET's participation in conferences organized by the Indian Society for Technical Education (ISTE), Global Engineering Education Exchange (GE3), American Association of State Colleges and Universities (AASCU)/ Chinese Center for International Educational Exchange (CCIEE), and Engineers Canada. An update was also provided on the activities that fall under ABET's Memorandum of Understanding (MOUs) with the Greater Caribbean Regional

Engineering Accreditation System (GCREAS) and the Council of Higher Education (CHE), Israel. In addition, the GC discussed various strategic issues relating to ABET's continued involvement in the Washington, Sydney, Dublin, and Seoul Accords.

ABET GOVERNANCE DOCUMENTS AMENDED

The ABET Board approved the following changes to the ABET Governance Documents:

- Role of the ABET Treasurer approved on the 2nd reading in the Bylaws.
- Establishment of election protocols were approved on the 2nd reading in the Bylaws.
- The ABET Code of Conduct was approved in the Rules of Procedures.

The current ABET Constitution, Bylaws, and Rules of Procedure can be found at <http://www.abet.org/governance/>.

FINANCIAL REPORTS

ABET Treasurer **Bassem Armaly** presented the preliminary financial statements for the fiscal year ending September 30, 2011. Treasurer Armaly reported that ABET has done an excellent job controlling costs and that the reserves have met the target level (40 percent). It is expected that ABET reserves will be slightly over \$x.xM for fiscal year end. The annual audit will be conducted beginning in November 2011, and audited financial statements will be available for the Board at its March 2012 meeting.

REPORT FROM THE ACCREDITATION COUNCIL

Harmonization Efforts

- Criteria
 - The ABET Board approved the council's recommended criteria harmonization proposal. The harmonized criteria will go into effect for the 2011-12 cycle.
- Forms
 - Various forms that program evaluators use were revised to create more uniformity across the four commissions and to create consistency with the new harmonized criteria. Teams will begin using the revised forms during the 2011-12 evaluation cycle.
 - Work began on revising the instrument that editors use to evaluate team chairs, so that the instrument is more in line with what editors are capable of observing in terms of team chair performance.
- Draft and Final Statements
 - Recommendations regarding a common look and feel for the draft and final statements and for increased consistency regarding how these statements are written were made to ABET staff. These recommendations will be used to develop online tools to assist teams and commissions in producing and editing these statements.

Accreditation Policy and Procedures Manual

The ABET Board approved a major upgrade to the *Accreditation Policy and Procedures Manual*, based on the council's recommendations. The new version brings the document in line with current procedures, is better organized, and is more sensitive to the ABET programs outside of the United States as well as programs delivered using non-traditional methods. It also allows programs to address certain deficiencies observed during program re-evaluations via a report rather than through an on-site evaluation. The new version is in effect for the 2011-12 cycle, and programs being evaluated during this cycle were explicitly notified about the changes so they can factor them into their upcoming evaluation preparations.

The council is reviewing certain elements of the manual to ensure consistency with expectations of the various mutual recognition agreements (accords) to which ABET is a signatory and with the criteria expected by the Council on Higher Education Accreditation (CHEA), in preparation for ABET's re-recognition review in 2012-2013.

Training

The Accreditation Council's training committee continued its fine work in providing high-quality, common training for potential program evaluators. The training committee also created and updated online modules for "Just-in-Time Training" and for "Refresher Training" to ensure that even experienced team members are up-to-date on ABET criteria and evaluation practices prior to performing evaluations. All program evaluators who had not undergone training within the previous five years or who had not been on an evaluation team during the past two cycles were required to complete refresher training before assignment to an evaluation team for the 2011-12 cycle. Special briefings were held for team chairs who were evaluating programs outside of the United States, so that lessons learned from previous evaluations could improve preparation and logistics associated with these evaluations.

Evaluations of New Programs

When a program at an institution that has no prior ABET experience, it normally needs additional assistance to properly prepare for an ABET evaluation. This becomes particularly important when the program is located in a country in which ABET has no evaluation experience. The council chartered a cross-commission task force to review options and provide recommendations on how best to

advise and prepare such programs. This task force is surveying external organizations, including the ABET Foundation, to understand best practices and available education or consultancy options at arm's length from the council or four commissions.

PROGRAM CRITERIA APPROVED

Program criteria for the following programs were approved for implementation by the EAC in the 2012-13 accreditation cycle: Architectural and Similarly Named Engineering Programs, Fire Protection and Similarly Named Engineering Programs, Manufacturing and Similarly Named Engineering Programs, and Chemical, Biochemical, Biomolecular, and Similarly Named Engineering Programs.

Program criteria for the following programs were approved for implementation by the TAC in the 2012-13 accreditation cycle: Architectural Engineering Technology and Similarly Named Programs, Civil Engineering Technology and Similarly Named Programs, Computer Engineering Technology and Similarly Named Programs, Construction Engineering Technology and Similarly Named Programs, Electrical/Electronic(s) Engineering Technology and Similarly Named Programs, Electromechanical Engineering Technology and Similarly Named Programs, and Telecommunications Engineering Technology and Similarly Named Programs. Revision to the TAC General Criterion (5. Curriculum) was approved on 1st Reading.

EFFORT TO CHANGE THE *APPM* REGARDING PROGRAM NAMING WAS WITHDRAWN BY ASCE

ASCE withdrew its motion regarding Program Naming. ASCE will seek to advance their prior proposal (1) by developing it in detail and (2) by bringing it forward to the ABET Board of Directors in March 2012.

RENAMING TAC APPROVED ON 1ST READING

A proposal from the Technology Accreditation Commission (TAC) to change its name to the Engineering Technology Accreditation Commission (ETAC) was approved for 1st Reading. The purpose for renaming included the following reasons:

- TAC's name does not provide appropriate information about the type of programs that TAC of ABET accredits to the public.
- ABET is recognized by the Council for Higher Education Accreditation (CHEA) as the organization responsible for the accreditation of educational programs leading to degrees in engineering technology.
- Other commissions within ABET are named so they clearly reflect the type of program being accredited.
- The criteria document that TAC uses points out that the type of program being accredited is engineering technology.

ABET AWARDS

Awards Committee Chair and Past President **David Holger** announced the award winners that were honored at the 2011 ABET Awards Banquet during the Annual Conference. **A. Joseph Turner** received the Linton E. Grinter Distinguished Service Award and **Henry Bauer, Gerald Engel, Michael Leonard, and Gayle Yaverbaum** joined the ranks of ABET Fellows.

2011 ANNUAL CONFERENCE ATTENDANCE

There were 250 paid registrants at the 2011 ABET Annual Conference. Eighty percent of the Board of Directors were in attendance at the Annual Conference.

INCOMING PRESIDENT OUTLINES GOALS

2011-12 President **Larry Kaye** spoke briefly on his priorities for his term:

- Complete review and update of the strategic plan.
- Establish and implement an annual planning/assessment cycle within ABET to ensure activities are aligned with goals and objectives, provide value to the organization, and are appropriately resourced.
- Continue implementation of the global strategic plan with emphasis on key countries.
- Implement an annual Board of Directors self-assessment.

UPCOMING EVENTS

New Board Member Orientation – March 23, 2012
BWI Marriott, Linthicum, MD

Spring ABET Board of Directors Meeting – March 24, 2012
BWI Marriott, Linthicum, MD