



## MEETING Minutes

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### ACAGE BOARD MEETING

**Date:** March 7, 2017 (11:30 a.m. to 1:00 p.m.)

**Location:** Conference Call

**Board Attendees:**

- Eddie Martinez, President
- Chris Traina, President-elect & Membership Committee Chair
- Gabriela Contreras-Apodaca, Student Affairs Task Force member
- Dr. David Jauregui, Treasurer & Financial Affairs Task Force member
- Margaret, ACAGE Administrator
- Adrienne Widmer, Financial Affairs Task Force Chair
- Ross Lujan, Secretary
- Dr. Conrad Keyes, Jr., Membership and Nominations & Awards committees

**1) Introduction and Welcome**

- a) Eddie Martinez: We have a quorum so let's begin the meeting.

**2) Approval of September 2016 Board Meeting Minutes**

- a) Discussion of meeting minutes from September 30, 2016.
- a. Gabriela Contreras-Apodaca: Frank Guzman has not been kicked off the board.
  - b. Dr. David Jauregui: Mentioned that the new bylaws now include possible removal for non-participation.
  - c. Eddie Martinez: Advised that there has been no formal action to remove these members; Frank Guzman and Gus Grace.
  - d. Dr. David Jauregui: Suggested that they be contacted and given an opportunity to be active and if no board member hears a response from them, then they can be removed.
  - e. Eddie Martinez: Any changes or discussion on the minutes?
  - f. Motion
    - Gabriela Contreras-Apodaca: Motion to accept minutes as is.
    - Dr. David Jauregui: Seconded the motion.
    - All in favor, motion is approved.

**3) Other Agenda Items that were discussed**

- a) Eddie Martinez: Any changes to current agenda?
- a. No changes were voiced
  - b) Open Comments From Board Members
    - a. Discussion on By-laws.
      - 1. Primary changes to the by-laws were:
        - Addressed issues related to process

- Quorum of Board versus quorum of members
- 2. Eddie Martinez: Suggested that the board members take a further read of the by-laws and provide edits / suggestions that can be discussed at the next board meeting.
- 3. Eddie Martinez: Advised that he would send the by-laws to the board members.
- b. ABET Process Update (Dr. David Jauregui)
  1. Process continues and information continues to be collected.
  2. ABET advisory board was set-up to assist with the process.
  3. A questionnaire regarding the topics on the FE Exam will be sent to the advisory board for review.
  4. There are a couple of topics that are currently not being covered, basic hydrology and geotechnical concepts.
  5. Dr. Jauregui advised that he would like feedback regarding current targets, lower them or keep them the same?
  6. Prior to the reduction from 9 credit hours to 7 credit hours, some of the hydrology and geotechnical concepts were covered.
  7. There is a need to develop an approach to improve the lower scores on the FE Exam in these areas.
  8. Evening review sessions are now being offered.
  9. Dr. Jauregui will send the board information for review.
  10. Adrienne Widmer: Concerned with this information not being covered in courses and being able to hire future students.
  11. Eddie Martinez: What is ABET and the University doing versus the desire of industry?
  12. Adrienne Widmer: Would like to see the students being provided a well rounded education.
  13. Chris Traina: Suggested that the University consider teaching the basics and omitting the more detailed or comprehensive material.
  14. Dr. David Jauregui: Advised that is feedback is important and would like to meet and get feedback more frequently.
  15. Dr. David Jauregui: Advised that he is currently talking with faculty to make changes. Previously there was CE 231, CE 331, and CE 382 which totaled 9 credits and now the University has cut that down to 7 credits.
  16. Adrienne Widmer: Would like to see the curriculum from the last ABET process review to the current one. Also, asked if the College of Engineering had responded to the reduction in credits and if the business community had been asked to help with negotiating on the “extra classes” the University is mandating.
  17. Dr David Jauregui: Advised that yes, consultation with the business community had taken place and the College had discussed the reduction in credit hours with the University.
  18. All agreed on the need to teach basics and fundamentals.
  19. Dr. David Jauregui: Advised that he would like meetings that will focus just on ABET process and is hoping to have a meeting sometime this summer.
- c. Newsletter
  1. Dr. David Jauregui: Advised that he is waiting for the announcement of the date of the the homecoming game to be able to include that in the newsletter.
- c) Committee Updates
  - a. Faculty

1. Dr. David Jauregui: Working closely with Jerry Paz who is on the Faculty Affairs Task Force. Advised that Jerry had been involved in a committee to select the Wells/Hatch Professorship that was awarded to Dr. Paola Bandini.
  2. Dr. David Jauregui: Advised that Jerry is also currently involved with the review of the Ed Foreman Professorship currently held by Dr. Khandin and will also be on the committee for the John Clark/Harold Foreman Professorship.
  3. Eddie Martinez: Advised that he will talk with Jerry to determine his needs or if would like assistance which could also help to groom another person to be able to help with these committees.
- b. Student Affairs
1. Gabriela Contreras-Apodaca: Nothing to report.
- c. Financial Affairs
1. Adrienne Widmer: Nothing to report.
  2. Dr. David Jauregui: Requested that Adrienne work with Margaret Cotsonis on a monthly basis.
  3. There was a question regarding the May deadline for the Dues Payment Report. Dr. Jauregui advised he will send the report for the board to review soon.
  4. Dr. David Jauregui: Advised that he will request that Margaret email Adrienne regarding the reports and for the monthly communications.
- d. Membership
1. Chris Traina: Board will need to start reviewing the candidates and the Board voting will need to take place soon after 1 April 2017.
  2. Chris Traina: Per the bylaws, the Secretary shall deliver the new 2017 nominees to the Membership Chair, which has happened and they were passed on by Dr. Keyes to the 2017 Membership Committee yesterday or today.
  3. Chris Traina: Recommendations will need to be forwarded by April 1st to the Board and the Board will need to decide on the new 2017 nominees by April 15th. The Transfers & 2016 Carryovers could be reviewed by the 2017 Board, if they so desire?
- e. Nominations and Awards
- 4) Action Items**
- a) Motion
- Adrienne Widmer: Motion to replace Frank Guzman and Gus Grace with new board members and direct Tim Cynova to seek nominations to replace these positions.
  - Chris Traina: Seconded the motion.
  - All in favor, motion is approved by 6-0.
- b) Appointments by 2017 ACAGE President
- Eddie Martinez appointed Gabriela Contreras-Apodaca as Chair of the Student Affairs Task Force.
  - Eddie Martinez appointed Jerry Paz as Chair of the Faculty Affairs Task Force.
- c) ACAGE Banquet Discussion
1. There was discussion regarding changing the schedule of the banquet, initiation ceremony, and board meeting. Coordination will continue.