



Draft Minutes  
23 May 2008

Council Members  
Present:

Flemming Fink, President  
Mervyn Jones, Immediate Past President, Academic  
Institutions  
Dongcheng Hu, First Vice President, Regional  
Leaders  
Nelson Baker, Vice President Membership  
Development, Academic Institutions  
Colin C. F. Leung, VP WCCEE, Academic Institutions  
Fernando Miralles, VP Unesco Liaison, Regional  
Leaders  
Kim Scalzo, VP Projects, Academic Institutions  
Yuri Bocharov, Regional Leaders  
Edward Borbely, Host Country  
Frank Burris, Regional Leaders  
Susan Bray, Academic Institutions  
Andy DiPaolo, Academic Institutions  
Patricia Hall, Academic Institutions  
Linda Krute, Academic Institutions  
Gregory Marino, Professional Organizations  
Patricio Montesinos, Regional Leaders  
Philip O'Leary, Academic Institutions  
Francisco Javier Rebolledo Munoz, Academic  
Institutions  
Katriina Schrey-Niemenmaa, Academic Institutions

Staff Members Present:

Frank Huband, Secretary General  
Hans Hoyer, ASEE Director of International  
Activities  
Jennifer Johnson, ASEE

Council Members  
Absent:

Kwesi Andam, Regional Leaders  
Louk Fennis, Academic Institutions  
Leizer Lerner, Individual Members  
Alfredo Soeiro, Academic Institutions

1. Presence and Quorum

Flemming Fink called the meeting to order. Quorum was established for the meeting.

2. Apologies for Absence

Apologies for Absence were given.

3. Adoption of Agenda

The DAETE project was added to Item 6, as was the IACEE-ASEE relationship. The agenda was adopted by the members present.

4. World Conference on Continuing Engineering Education  
11<sup>th</sup> WCCEE

Nelson Baker said that the sponsors of the WCCEE 2008 were pleased with how they were received by the attendees. He said that the conference ended on a positive financial note. The Council thanked Dr. Baker for the hosting of the 11<sup>th</sup> WCCEE by Georgia Tech.

12<sup>th</sup> WCCEE – Singapore

Colin Leung said that the WCCEE would be held on October 17-18, 2010, at the National University Singapore. He said that there would be a joint session with the ASEE Global Colloquium on October 19 and 20, to be held at the Sands Hotel. Prof. Leung said that there would be an additional fee for those who would wish to attend the GCEE. Frank Huband noted that the finances for the WCCEE and GCEE would be handled separately.

Mervyn Jones suggested adding tours of industrial companies to the program. Flemming Fink suggested that the number of parallel sessions be limited.

13<sup>th</sup> WCCEE

The 13<sup>th</sup> WCCEE will be held in Aalborg, Denmark in May 2012.

5. Executive Committee Selection

Flemming Fink presented his choices for the Executive Committee to the Council: Nelson Baker, VP Membership Development; Dongcheng Hu, VP Special Interest Groups; Colin Leung, VP WCCEE; Kim Scalzo, VP Projects. Prof. Fink said that he would like to re-establish IACEE's link to UNESCO, and proposed that the

Council create a new VP UNESCO for the Executive Committee. He presented Fernando Miralles as the VP UNESCO.

Frank Burris moved:

**That the IACEE Council approve the addition of a Vice President , UNESCO to the Executive Committee.** The motion was approved.

Frank Burris moved:

**That the IACEE Council approve Prof. Fink's nominees for the Executive Committee.** The motion was approved.

The Council discussed the importance of continuity on the Executive Committee. Discussion was held regarding the addition of the Immediate Past President to the Executive Committee.

Edward Borbely moved:

**That the IACEE Immediate Past President be seated on the IACEE Executive Committee.** The motion was approved.

Flemming Fink proposed that Dongcheng Hu be seated as the First Vice President.

Edward Borbely moved:

**That the IACEE Council approve Dongcheng Hu as the 2008-2010 IACEE First Vice President.** The motion was approved.

6. Previous Council Meeting Items  
DAETE

Mervyn Jones updated the Council on the meeting that was held during the 11<sup>th</sup> WCCEE on the DAETE project. The Council discussed adopting the DAETE methodology as an IACEE Quality Process.

Mervyn Jones moved:

**That the IACEE Council adopt the DAETE methodology as the IACEE Quality Process.** The motion was approved.

Patricia Hall suggested adopting a project on quality. Nelson Baker said that projects have an end date, and he would hope that an IACEE project would continue. Flemming Fink suggested that milestones be set within the project.

#### IACEE – ASEE

Frank Huband noted that the agreement between IACEE and ASEE as the secretariat home will expire at the end of August 2008. He suggested that the contract be renewed for a two-year cycle with the same conditions, to fit with the new cycle of the WCCEE and run through October 2010 to cover the 12<sup>th</sup> WCCEE. Flemming Fink noted that the majority of the IACEE web pages would be maintained by his university.

Philip O’Leary moved:

**That the IACEE Council approve the renewal of ASEE hosting the IACEE Secretariat through October 2010.**  
The motion was approved.

#### 7. IACEE Bylaws

Mervyn Jones said that the IACEE Bylaws will need to be revised to reflect the changes in the Executive Committee. He suggested that he and Frank Burris review the Bylaws and come back to the Council with proposed changes.

Prof. Jones moved:

**That the IACEE Council approve the Bylaws review by Mervyn Jones and Frank Burris.** The motion was approved.

#### 8. Strategic Goals for 2008-10

Flemming Fink reviewed the member suggestions turned in at the Biedenbach Lecture. Philip O’Leary said that the focus should be on those goals that would drive attendance at the 12<sup>th</sup> WCCEE. Nelson Baker suggested some type of program that would encourage participation by those who would not be able to travel to Singapore. He and Colin Leung will develop some proposals to address this issue.



Nelson Baker suggested invoicing for two-years membership dues. Philip O'Leary suggested adding a box to check for a two-year renewal of membership.

Nelson Bake said that there needs to be more participation in IACEE for institutional members. Fernando Miralles said that ASBEI is planning a video seminar for Latin America, and having a meeting in May for Latin American deans. He will speak about IACEE at these meetings.

Susan Bray said that the list of suggestion should be narrowed down to better focus on where IACEE is heading. Flemming Fink said he would be working on this, and bringing a more focused list to the Executive Committee meeting.

Frank Burris said that the membership fees haven't been reviewed in several years, and suggested that these should be reviewed. Flemming Fink added that the possibility of fundraising for IACEE should also be reviewed.

9. Council & Executive Committee Meetings

Dr. Burris suggested that the Executive Committee meet during the late summer/early fall to discuss IACEE issues. This will be reviewed by members of the Executive Committee. The Executive Committee will meet on February 2, 2009, in Orlando, Florida, USA.

Dongcheng Hu said that China would like to host an IACEE Council meeting in May 2009 to celebrate the 20<sup>th</sup> anniversary of IACEE, formed in Beijing.

10. Other Matters

There were no Other Matters.

11. Adjournment

The meeting was adjourned at 4:00 pm.