



Council  
18 April 2006

Draft Minutes  
April 18, 2006

IACEE Council Minutes  
April 18, 2006  
Vienna, Austria

Council Members Present: Mervyn E. Jones, President  
Feng Changgen, First Vice President, VP Special Interest  
Groups  
Frank Burris, VP Membership Development  
Gerardo Ferrando, VP Projects  
Colin C. F. Leung, VP WCCEE  
Yuri Bocharov  
Edward Borbely  
Andy DiPaolo  
Louk Fennis  
Hajime Fujita  
Leizer Lerner  
John Lorriman  
Patricio Montesinos  
Philip O'Leary  
Franz Reichl  
Katriina Schrey-Niemenmaa  
William Wepfer

Staff Members Present: Frank Huband, Secretary General  
Hans J. Hoyer, Director for International Programs

1. Presence and Quorum

Mervyn Jones called the meeting to order. Quorum was established for the meeting

2. Apologies for Absence

Alfredo Soeiro

3. Adoption of Agenda

The agenda was adopted by the members present and the discussion item related to the 12<sup>th</sup> World Conference on Continuing Engineering Education (WCCEE) in 2010 was added.

4. Approval of Minutes of Beijing Council meeting (May 25/26, 2005)

The minutes were reviewed and approved by the Council. It was noted that Louk Fennis' name was omitted from the list of apologies by mistake and should be included.

5. Update on forthcoming Vienna WCCEE:

- 148 registered including 23 accompanying partners
- 125 participants at conference
- 50% are Europeans; countries of highest participation are Finland (22), China (20), the US (17), Austria. Speakers from Tanzania and Kenya could not come at the last minute due to lack of funding from UNESCO.
- Brief discussion led by Franz Reichl related to the challenge of obtaining funding from UNESCO. Disappointment was expressed. The group agreed that it is important for IACEE to invite participants who cannot afford travel-related costs and who require subsidy. It was mentioned that UNESCO experienced budget cuts at the last minute.
- The Council agreed to write to UNESCO to express its concern and to ask for clarification of why the request for funds was not accepted. We want to understand the reasons for their rejection: did we fail because we did not deserve their funding or had not followed their procedures adequately; or had there been changes within UNESCO?
- Follow-up action: Bill Wepfer, who will be hosting the WCCEE in Atlanta in 2008, volunteered to write to UNESCO on behalf of the Council. Council members did express appreciation for UNESCO and its past historical role of supporting IACEE leading up to the Tokyo meeting.
- There was a discussion related to the session chairs for the forthcoming conference; the presentation of awards during the last day closing session; the use of a Socratic panel to draw conclusions for a future agenda; the award speakers and sponsors for the conference.
- Concern was expressed that there is less industrial support for the conference than in the past and that this diminished support appears to be a trend in Europe.
- There was agreement that we need to encourage the active involvement of new members and, throughout the conference, identify and engage them, thereby increasing their interest and involvement in IACEE



6. Council Elections

The Nominating Committee was chaired by Alfredo Soeiro. In his absence, Frank Burris reported that there are a total of 23 nominees for Council membership. There are two candidates for the IACEE presidency and that election would be held first.

The following nominating list was presented:

- a. Regional Leader Organization Representatives (7 )
- b. Professional Technical Organizations and Societies Representative ( 1 )
- c. Host Country Representative (1)
- d. Professional Technical Organizations and Societies Representative (1)
- e. Industrial Organizations and Companies Representative (1)
- f. Individual Members Representative (1)
- g. Academic Institutions and Other Coordinators and Providers of Continuing Engineering Education Representatives (11)

Andy DiPaolo moved to accept the nominating list. It was approved.

A discussion followed to clarify who had the right to vote in the election. It was decided that each member had a one year grace period during which he/she is not removed from membership.

A motion was made by Frank Burris and voted on unanimously that, for purposes of the upcoming election, members would be eligible to vote if they had paid for their membership fees through April 17, 2005. It was also discussed and agreed that everybody who joined the association prior to the membership meeting would be eligible to vote at the meeting

There was further discussion related to ballot distribution procedures and it was agreed that ballots would be distributed prior to the Membership meeting. Session chairs were asked to announce the election to participants. Institutional representatives will have five votes each; individual members will have one vote. It was also agreed that proxies are not permitted and that the representatives will have to be present at the meeting. The two candidates for the presidency will be asked to give three-minutes long presentations.

7. Administration

Frank Huband reviewed the IACEE financial statements and confirmed that the statements passed the financial audit for FY05.

Frank Huband reported that IACEE had a negative balance during non-WCCEE years. The financial balance is positive during the year of the WCCEE. A lower



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number of conference registrants was expected this year. Our net assets had stayed even and are approximately US\$15K. Frank's salary is not charged and Hans/Jennifer's costs are kept to a limited level. We have so far not been able to match the previous financial support received when the HQ was in Helsinki and the Finnish government provided generous support.

Frank Burris formally expressed appreciation to ASEE for all of its support to IACEE. Jennifer has assumed another part-time position and Hans represents ASEE's first time ever full-time commitment to international programs.

#### 8 Report from VP for Membership Development, Frank Burris

Frank asked that his report and handouts be inserted in the minutes. (They will be sent as attachments)

Frank reported that four associations from several countries joined IACEE. He emphasized the importance of identifying members who will be committed to the organization. Personal promotion is important to attract newcomers and to motivate already existing members. He committed himself to send out periodic membership reports and commented about the need to examine the current membership records system and "clean it up."

In the ensuing discussion it was agreed to

- Identify membership targets
- Identify regional membership development responsibilities
- Identify new industry members

Questions were raised as where to focus in order to attract new members. It is clear that IACEE does not have a marketing strategy. Other key questions were: To whom are we offering services? What are the interests of industries? The need to define our target group and to decide which "product" to offer was considered essential. It was pointed out that other similar organizations appear to be more successful in attracting industry. Why is it lacking in IACEE? The question was raised if we should only have individual members and not institutional members? No clear answer was provided.

#### 9. 12<sup>th</sup> World Conference 2010

A presentation was made by Colin Leung and colleagues bidding that the 12<sup>th</sup> WCCEE should be held in Singapore. Colin made an impressive and highly appreciated visual as well as verbal presentation outlining the infrastructure of the National University of Singapore and the overall rationale for conducting the 12<sup>th</sup> Conference in Singapore. He stressed the university's strong commitment to global engineering education and expressed great interest to invite colleagues



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from developing nations, developing a close working relationship with ASEE and the donor community.

Bill Wepfer made the motion and it was accepted unanimously to award the 2010 World Conference to the NUS.

Following this decision, there was a brief and positive discussion to explore the possibility to combine or hold back-to-back the 12<sup>th</sup> WCCEE and the ASEE Global Colloquium which meets annually. No decision was made at this time and if a timeline could be agreed on, a joint committee between IACEE and ASEE would be formed to study this option. A key variable in the decision-making process relates to the actual date of the World Conference. Since ASEE holds its Global Colloquium annually during the months of September or October, a combined event could only take place if that time frame would be acceptable to the dean at the NUS as well as the Council members. Colin promised to discuss this issue with his dean when he returns to Singapore. (HJH comments: at the time of writing these minutes, I just received word from Colin that his dean supports the idea to have a joined or back-to-back WCCEE/ASEE meeting in September/October 2010.)

Several advantages were pointed out to have such a combined event including the potential to reach a wider market and identify participants from throughout SE Asia and developing nations globally. The Council also suggested that Colin or a representative from the NUS should come to Atlanta in 2008 to learn from the organizers of that WCCEE.

#### 10. Report from the VP for Projects Gerardo Ferrando

Mervyn Jones presented a status update on the China Pilot project. At a meeting in London held in July 2005 the details of a proposal for a pilot project to meet the needs of Quality Management Evaluation of CEE Providers in China had been developed. This proposal had been submitted to CAST in August. A reply was received in January and was clarified during discussions held at the time of the Executive Committee meeting in San Antonio, Texas at the end of that month. A revised proposal reflecting comments received was submitted to CAST in March 2006. So far no response had been received and it was hoped that further discussions would be held during the Vienna conference.

Patricio Montesinos provided an update on the IACEE EFQM Benchmarking project and made a presentation on the development of criteria for self-evaluation and accreditation for students. Mervyn encouraged Council members present to use this tool within their own Centres or organizations both to extend the data base of results and also as a useful tool to reflect on their operations.



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There was a brief discussion related to the Database of Experts. Suggestions were made that Hans “push” IACEE’s members so that they add their resumes to the databank. It was pointed out that so far very few resumes have been submitted. The question was raised whether or not IACEE had a product that really did not have a customer. Council members expressed their concern that if the resumes were to be put on the web that there would be few interested consumers. It is not clear what the project’s objective is and to whom it should be directed. Council members pointed out that it is essential to redefine the objectives of this project and that Gerardo should speak with Alfredo Soeiro about it.

11. Report of the Vice President, Special Interest Groups – Feng Changgen  
No report.
12. WCCEE Conference in Atlanta in 2008

Bill Wepfer made a succinct presentation regarding the preparations that were being made for the 11<sup>th</sup> WCCEE in Atlanta. With the forthcoming UPADI conference at Georgia Tech this coming September, he was hoping to extend the range of participants to whom he would be able to promote the conference. Most of the participants in 2008 will be expected to present papers. There is still a need to recruit participants at this stage.