CEMT Industry Advisory Board Meeting
Meeting Minutes
Friday 27 April 2018

Opening
The regular meeting of the CEMT Industry Advisory Board Meeting was called to order at 7:30AM on April 27, 2018, at IUPUI Hine Hall 208 by Allen Galloway.

Present

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Approval of Minutes
No corrections to the meeting minutes from March 9, 2018 were noted. It was motioned to approve, and seconded. The minutes of the previous meeting were unanimously approved as distributed.

Open Issues

- CEMT Membership –
  - New Members were recognized
• CEMT Program update –
  o ACCE Self-Study
    ▪ All needs to be public, Charlie plans to publish all at one time, including updating website

• IAB Subcommittees –
  o IAB Recruiting Efforts and Activities
    ▪ Indiana/Kentucky/Ohio Council of Carpenters (IKORCC) Open House and Apprentice
    ▪ Ag to Asphalt Day – Trafalgar, Indiana – May 2, 2018 (looking for volunteers)
    ▪ Indiana State Future Farmers of America (FFA) Convention – Purdue Campus, West Lafayette – June 19-22, 2018
      ▪ expect approx. 500 HS students. Opportunity to introduce students to idea of Construction Management Degree
  o ACCE Lifetime Achievement Award
    ▪ Bob Bowen – will be back in May. We will do presentation then.
  o Capstone Committee Report (reported by Matt Burress)
    ▪ Mentors meeting with groups individually. Interaction has been good.
    ▪ Lots of good industry type questions from students
    ▪ Committee wants to debrief and bring learning points back to faculty. Targeting May.
    ▪ Mentors get weekly report from students via Notevault. Worked much better this year.
    ▪ Oral Presentations (SLO 2)
      ▪ ACCE requires evaluation of each student individually not just as a group
      ▪ Charlie needs help to grade individuals. Mentors and faculty will support.
  o Membership Committee – Allen reported
    ▪ Committee members were recognized
    ▪ Developed value statement
      ▪ Evaluation and comments
        ▪ Would like to have a Summary Statement
        ▪ Develop a great outcome for the School as part of the Value Statement so we have one comprehensive document to present to targeted new members
      ▪ Benefits Page looks good
Most of committee membership discussion focused on dues and benefits

- Looked at many examples

- Develop a Strategic Plan for recruiting members
  - Mission, Vision, Values
  - Strategic Initiatives
    - Outcome Based
  - Metrics
  - Short Term/Long Term Goals (3-5 year goals)
  - In conjunction with Department’s Strategic Plan
  - Dean’s Strategic Plan is posted
    - Intended to be update during 2018 Spring Semester
    - Strategic Plan is approved by committee
  - Is this function of membership committee or separate committee?

- Vote on Dues structure/Value Statement
  - We do expect attrition
  - Committee recommended to keep it simple with one level
  - Dues are tax deductible
  - Dues paid by June 1, 2018. Current members pay full amount.
  - New members after June 1, 2018 will pay reduce amount for the year
  - Will e-mail generic invoice which will include tax id.
  - Notice was distributed via agenda that vote would be taken today
  - Membership Dues is intended to be per person.
  - Individual versus Corporate discussion. Need to define.
  - Value Statement can be modified as Board grows.
  - Motion to approve as written with one modification “Corporate membership with dues at $250/per person”
    Motion seconded.
  - Vote unanimously approved.

- Treasurer duties transferred to Jared
  - Jared will work with Allen to open account at Chase Bank

New Business
- Logo
  - Have Four examples to choose from. One example on the Value Statement.
Adjournment
Meeting was adjourned at 9:15 AM by Allen Galloway.

The next general meeting will be TBD.

Minutes submitted by: Becky Henderson
Approved by: [Name]