

National Association of Industrial Technology

2002 Annual Business Meeting



Saturday November 9, 2002, 8 am- 10am
Marriott Bay Point Resort
Panama City Beach, Florida

1. **Call to Order and Opening Remarks:** Dr. Mark Estep, NAIT Executive Board Chair, welcomed the NAIT members in attendance and called the meeting to order.
2. **Review and Approval of Minutes of the November 3, 2001 Annual Business Meeting:** *John Wright, Jr. moved, seconded by Charles Patrick, that the minutes of the November 3, 2001 Annual Business Meeting be approved. The motion was approved on a voice vote.*
3. **Executive Board Report:** Estep reviewed Executive Board activity, noting the retirement of Al Rudisill as Executive Director and the approval by the Executive Board of Rick Coscarelli as his successor. Estep also noted the resignation of Dr. Denis Depew as Chair of the NAIT Foundation Board and that Al Rudisill had agreed to accept the appointment as the new chair of the Foundation Board.
4. **National Office Report:** Executive Director Rick Coscarelli reported reviewed primary programs and activities of NAIT.
 - A. **Current Initiatives:** Coscarelli noted that there are at least 166 leadership positions in NAIT and in the context of our total membership he will be looking at leaning down the organization for better operations; a new membership campaign began with the redesign of our membership and certification applications and the mailing of sets of the new applications to programs at 140 different 2- and 4-year schools; CHEA recognition was granted in January 2002 for 10 years; the NAIT Foundation should move forward under the leadership of new chair Dr. Alvin Rudisill, the previous Executive Director of NAIT; major efforts were made in 2002 to upgrade the website for handier internal and external use, including much information which had been the source of frequent requests from members.
 - B. **Finances:** Coscarelli noted that NAIT's finances are basically sound but can be further improved to create a larger reserve. NAIT is "in the black" with approximately \$140,000 in unencumbered funds as of the end of the last fiscal year at 6/30/2002. The NAIT financial balances rise and fall with annual activity cycles, in particularly with respect to convention income and expenses.
 - C. **Membership:** Each fall sees an increase in members due to the convention, but overall membership numbers are remain flat or in slight decline over the past few years. The Executive Board has had an ongoing discussion on membership retention and recruitment.

- D. Certification:** Coscarelli noted the large number of members certified in the first years of the program in 1992 through 1994, when existing faculty members at NAIT-accredited institutions were certified by NAIT, but that number has declined over time with members not being recertified. As general membership declines, certification also sees a decline.
- E. Accreditation:** Coscarelli noted that the Accreditation Program continues to grow with 5 new schools having programs gain accreditation at the 2002 hearings. A member asked about schools that dropped out of the program and Coscarelli noted that those occurred do to elimination of the programs due to low enrollment or reorganization, or dropping the NIAT accreditation while necessary program reforms are put in place.
- F. Publications:** Coscarelli noted that NAIT continues to publish it membership newsletter, the IT Insider, and will have a new edition of the Accreditation Handbook published in January 2003. The JIT continues to publish online and an ad hoc committee of the NAIT Executive Board will be suggesting changes to improve the JIT process and product for both authors and review board members.

5. Special Committee and Board Reports:

- A. Board of Accreditation:** Dr. Jerry Parish, Chair of the Board of Accreditation, reported on accreditation program activities. Two new associate level programs were accredited: Crowder College (Neosho, MO) and Linn State Technical College (Linn, MO); three new baccalaureate programs were accredited: Arizona State University – East (Mesa, AZ), University of Texas – Tyler (Tyler, TX), and University of Nebraska – Kearney (Kearney, NE). The board also approved reaccreditation for 12 institutions, and approved eight institutions for reports, reports with visits, and extensions. The Board also approved 16 changes to the Accreditation Handbook, including a change in NAIT accreditation fees which were increased from \$1500 to \$2000 annually, and the fee for Accreditation Consultants which was increased to \$500 per day. In the business meeting of the Board of Accreditation, visiting team chairs and consultants were approved, and the board discussed upgrading the progress report process and increasing the use of progress reports.
- B. Board of Certification:** Dr. Dennis Field, Chair of the Board of Certification was absent from the meeting but had reported to the Executive Board. The Board of Certification continues to concentrate its efforts on evaluating and improving the certification exam, which is increasingly used for assessment purposes rather than as a result of individuals desiring to become NAIT Certified. The Certification Board has also indicated it is interested in discussing separation of certification eligibility from the NAIT accreditation program.
- C. NAIT Foundation:** The Foundation Board did not meet, but a new chair has been appointed, Dr. Alvin Rudisill, NAIT's prior Executive Director. Dr. Rudisill informed the Executive Board and the Executive Director that new activities will be planned for

2003, with the return of the Foundation dinner and moving the NAIT Foundation Board meeting to a time more conducive to attendance by its members.

6. Division Reports:

- A. Community College and Technical Institute (CCTI):** Mr. Steven Brown, Division Past President reported on CCTI activities. The CCTI Division held an a roundtable at the Convention with an accreditation planning roundtable discussion and reviewed the new NAIT CCTI brochure an website to improve these membership promotion initiatives; they also discussed recruiting CCTI-specific convention presentations and have commitments for eight proposals; one CCTI member will be contacting schools to increase CCTI convention participation; two new CCTI programs were accredited at this convention and seven new programs are conducting self-studies for 2003 visits. Steve introduced his successor as CCTI President, Earl Godt, the newly elected President Elect, David Devier, and reelected directors John Martini (Region 4) and Frank Trocki (Region 6).
- B. Industry Division:** Coscarelli reported that the Industry Division President, Doug Gard, resigned in late October due to the constraints of a new job, but that Dr. Ron Meier, the outgoing Past President of the Manufacturing Systems Division, had agreed to serve as President for this year and that Dr. Bruce DeRuntz accepted the appointment as President Elect. Both Ron and Bruce have strong industry connections ands will work on increasing industry member involvement in NAIT.
- C. Student Division:** Dr. Lesta Burgess, Student Division Past President, reported on Student Division activities. The Student Division redesigned their website and it is now linked to the NAIT website. Lesta and Dr. John Wright, Jr., the new division President, made great efforts to upgrade the prizes for the student contests and also obtained new industry sponsors for prizes including a cash donation. She noted that the Division had 149 student attend the convention, that six student chapters competed in the new robotics contest, and that the division will seek more faculty involvement in the contest for 2003. Dr. Burgess found a larger pool of candidates for the President Elect position by reaching out to the Past Presidents and also successfully recruited 4 new regional directors. The division also intends to work toward increasing the number of students who get NAIT certified upon graduation.
- D. University Division:** Dr. Niaz Latif, Division Past President, reported on the University Division. Dr. Latif reported on the membership campaign carried out through his efforts and those of his regional directors, which focused on retaining recently expired members, and noted that the number of the division's certified members stayed stable in the last year. An accreditation promotion effort was not realized but he was pleased that three 4-year institutions did apply for and were granted program accreditation. He noted that one more 4-year institution had become a Charter member of the NAIT Foundation. He announced the awardees of the division's minigrant program; Dr. Shana Smith and Dr. Steve Hsiung were awarded \$250 grants to help defray convention expenses in recognition of their work and leadership potential for NAIT and the industrial technology

community. He noted that 31 members had attended the general division meeting. Dr. Latif introduced Dr. William Brauer, his successor as Division President, and announced the election results: Dr. Ahmad Zargari, President Elect; Dr. Shana Smith, Region 2 Director; Dr. Scott Amos, Region 4 Director; and Dr. Julio Garcia, Region 4 Director.

- E. Manufacturing Systems Division:** Dr. H. Fred Walker, Past President, reported for the division. The Division now has 187 members and the division has set a goal of 200 by the 2003 Convention. The general membership meeting was used for idea generation and strategic planning. The Division accepted 35 proposals for presentation and also accepted 8 Selected Papers; the number of presentations allowed the division to separate them in two tracks, one more focused on applications and the other on research and administration. The division also organized a workshop, which reached its registration goal. Fred announced that the members attending the division meeting elected Dr. Gary Hoppes as the President Elect.
- F. Graphics Communication Division:** Dr. Marlow Marchant, Past President reported that the division had 63 members at the time on the convention, just short of their 2002 goal of 65 members, and that five new members were recruited on the industry tour of Boyd Brothers printing during the convention. Marlow reported that the tour was also successful in that the bus was nearly full and that Boyd Bros. was able to demonstrate cutting edge print technology, surprisingly at a small, family-owned company right in Panama City. John Craft, the Past President, and Tom Spotts, the newly elected President Elect, designed a Graphics Communication Division promotional brochure, which was proofed during the convention. Ben Lee, the new division President ably carried out the convention presentation and Selected paper review process for 2002. Marlow ended his report with a special thanks to John Craft for his service as the Graphic Communication Division's first President and Past President; he also introduced Ben Lee as President and noted that Tom Spotts had won the election for President Elect.
- G. Research Division:** Dr. Charles Patrick, Past President, reported for the division. Recruitment activities for the next year will focus on convention activities not in a special division, and on contacting tenure track faculty at NAIT-accredited institutions. The 2002 Convention featured a Research Division forum on establishing a research agenda, and a successful graduate student research presentation with four participants, one of whom was recognized with the "Best Graduate Student Research Presentation" award. The division is taking the lead on investigating the process of getting the *Journal of Industrial Technology (JIT)* listed with an indexing service, and early indication lead him to the conclusion that significant changes will be needed in the *JIT*'s process and content for that goal to be achieved. The division continues to work on a "Best Paper" program for the convention and hope to have a proposal for approval in 2003 for introduction in 2004. Charles noted that Dr. W. Tad Foster will serve as President in 2003 and that Dr. William Gris  was elected as President Elect
- H. Safety Division:** Coscarelli noted that there would be no report but that Dr. Steve Freeman was succeeding Dr. Earl Hansen as President.

7. Old Business: There was no old business before the business meeting.

8. New Business:

- EECT Focus Group Chair Dr. Steve Hsiung reported that the focus group has submitted its written application for division status to the executive board. The focus group has 67 current members and has met the minimum membership level necessary for division status. Coscarelli noted that the Executive Board would act on the application at its afternoon meeting.
- Dr. Tim Obermier of the University of Nebraska at Kearney reported that UNK successfully underwent the accreditation process using an online self-study format and presented a resolution to support and encourage the use of the online self-study. *Obermeir moved that the resolution of support be recommended to the Executive Board. The motion was seconded and approved on a voice vote and will be transmitted to the Executive Board for appropriate action.*

9. 2003 Conference Report: Coscarelli noted the very high attendance at the convention, 500 participants not including exhibitors and thanked everyone for their involvement.

10. Presentation of Service Awards: Coscarelli and outgoing Executive Board Chair, Dr. Mark Estep, presented the outgoing Division Presidents with plaques in recognition of their service to NAIT (Steve Brown, CCTI Division; Marlow Marchant, Graphic Communications Division; H. Fred Walker, Manufacturing Systems Division; Charles Patrick, Research Division; Earl Hansen, Safety Division; Lesta Burgess, Student Division; and Niaz Latif, University Division.) Coscarelli presented Estep with his recognition plaque.

11. Installation of New Association and Division Officers: Estep conducted the swearing in ceremony for newly elected and appointed division and association officers.

12. Closing Remarks: Dr. Estep made brief closing remarks and reminded the attendees of the 2003 Convention, November 19-22, 2003 in Nashville, Tennessee. *A motion was made from the floor to adjourn the meeting until Saturday November 22, 2003 at 8 a.m. The motion was seconded and approved on a voice vote. The meeting was adjourned at 9:30 a.m.*