COLLEGE OF ENGINEERING  
ALUMNI BOARD MEETING MINUTES  
September 28, 2009  
5:30 PM  
405 ERC

Board Present: Alan Bensman, Terry BeCraft, Steve Crowley, Dallas Horn, Steve James, Rick Koch, Bill Kramer, Matt Kolleck, Tom Lampe, and Tom Vinciguerra.

Others Present: Tom Curtis, Sean McCabe, TJ Corder, Tim Schraneberger, Jennifer Heisey, Anthony Ricciardi
Note: Karl Zimmer was attending the Board of Governors meeting in place of Tom Vinciguerra since the meeting times conflicted.

Introductions & Welcome President Tom Vinciguerra
Tom opened the meeting at 5:40 pm with an introduction of the board TJ Corder, Tim Schraneberger, Jennifer Heisey, Anthony Resardi

New UCAA Rep & Subsidy Funding Process Jennifer Heisey
Jennifer met with the group to provide an update on the state of the UCAA and to give an explanation on how the subsidy funding process works. Jennifer stated the UCAA is working to hire a program coordinator to replace Kara Gunsch who left the UCAA to pursue a full time MBA.

Jennifer explained the new subsidy funding process was created with input from multiple college representatives and was also designed to add checks/balances to ensure the funding is being used to achieve the UCAA’s mission. The funding is intended to be used to get more alumni involved with the university. Therefore, subsidy funding levels are determined based upon the level of activity by each college alumni group to engage other alumni with the university. The criteria include holding alumni engagement events, attending board of governors meetings, and properly utilizing past funding provided vs. saving the funding. The funding levels are evaluated quarterly using a 4 rolling quarter look at each group’s activities. The UCAA will be providing a quarterly engagement and subsidy report to each group.

Jennifer stressed that the UCAA wants to help each college group promote their events. The UCAA can assist by posting on the UCAA website, mass(emailings, etc. Jennifer also provided links to several websites related to the UCAA. The 1st was an on-line tool kit to assist with planning college events and activities. The 2nd had the UCAA benefits. A benefits feedback form is available on-line for suggestions on how to improve the benefits.

Approval of June Minutes Secretary - Alan Bensman
Rick Koch noted the Scholarship account balance as of May 31 should be $5,530 – not $15,300 as listed in the minutes. Terry BeCraft motioned to accept minutes as corrected. Tom Lampe seconded. Motion passed all in favor.

Treasurer’s Report Treasurer - Rick Koch
Rick reported account balances as of August 31, 2009:
  Checking   $11,650.39
  Savings    $21,527.53
**Scholarship Account** $5,530.00  
**UCAA Subsidy Account** $7,972.00  

A final budget for '08-09 fiscal year actuals was provided. The actuals show a deficit of $1,208.79 which is less than the budgeted deficit of $5,600. This was primarily due to higher than budgeted proceeds from annual dues and no expenses for the UCAA Awards Banquet due to cancellation from inclement weather.

Rich proposed a budget for July 1, 2009 to June 30, 2010. The following changes were made to the proposed budget:

1) The income from the golf outing was increased from $8,000 to $10,000 based upon the preliminary actuals from the 2009 outing.
2) The expenses for Alumni Student Scholarships was increased from $8,000 to $10,000 based upon the preliminary actuals from the 2009 outing and the desire to payout all profits from the golf outing.
3) The UCAA Awards Banquet was decreased from $1,000 to 0 since no engineering alumni were expected to be award recipients. If this would change, the budget could be revised mid-year.

Bill Kramer motioned to accept the proposed budget with the above changes. Matt Kolleck seconded. Motion passed all in favor.

**Committee Reports**

**Golf Outing**  
Steve provided a report summarizing the 2009 golf outing. Attendance was down this year with 79 golfers and 26 hole sponsors vs. 84 golfers and 24 hole sponsors in 2008. Profits were $10,000 for the scholarship fund, up from $8,500 in 2008. Overall the tough economy has been a challenge the past two years. The event had several new sponsors this year, but several multi-year sponsors dropped out or reduced their support. This year the dinner and drinks were simplified to help control costs of the event to achieve greater support of the scholarship fund. Special thanks to Steve and the golf committee (Bill Kramer, John Cozad, Tom Lampe, Matt Kolleck, Steve James, Tom Curtis, and Tom Vinciguerra), and all others than contributed.

There was discussion around thanking the sponsors of the event. It was suggested to send thank you letters and to also arrange for a charitable contribution letter from the UC Foundation quantifying the monetary support for tax deduction purposes. The golf committee will follow-up.

**Scholarship**  
Steve reported scholarship applications have been reviewed and scholarships awarded for the 2009-2010 academic year. The recipients were: Danielle Everman, Alexzandra Joan Spatholt, Rebecca Nesbitt, Bryan Porzio, Stephen Chrzanowski, and Kevin Clouse. $10,000’s of scholarship’s were awarded and over $90,000 have been awarded over the years. Steve thanked the scholarship committee for their support: Steve Crowley, Bill Kramer, Rick Koch, Jon Weber, and Terri Braun.

The scholarship luncheon will be held at the Metroploliation Club. The committee is trying to have a date scheduled soon. Tom Curtis will follow-up with Dean Montemagno’s availability.

During the discussion, it was suggested to name the top two scholarships in memory of Gerry Roberto and Ron Schallick. Rick Koch motioned to increase the 2nd scholarship recipient’s award from $1,500 to $2,000 and to name the top two scholarships ($2,000) after Gerry and Ron. Steve James seconded the motion. Motion passed all in favor.
Alumni Communication
No Report

Alan Bensman

Constitution & By-Laws
The current by-laws are in need of revision. Decision was made to table the revisions until the CAS & CoE merger is completed via the special committee created to merge the two organizations. Following the merger, the by-laws will be revised to reflect the merged organization. Revisions to the by-laws are targeted to be finalized by the end of the fiscal year.

Rich Koch

Membership
No Report.

Karla Tankersley

CoE Activities
• The merger of CAS and CoE are moving forward. The combined colleges are expected to have 7 schools with various departments in each school. The official names of those schools is still being determined.

Tom Curtis

Old Business
Alan Bensman to update the board address book and send out the current committee listing with committee members.

New Business
CoE & CAS Merger
The provost announced in September the College of Engineering and the College of Applied Sciences would merge into one college. The new college will be the College of Engineering and Applied Sciences. In order to merge the two alumni groups, Karl Zimmer will lead a special committee to merge the both group’s activities, etc into one. CAS had no engineering alumni board. The construction group has an annual golf outing similar to the CoE golf outing. There was discussion regarding the merger. Karl Zimmer will form a special committee to work through the details of the merger.

Homecoming
In the past the engineering alumni have staffed a table in the Alumni tent and provided small give-aways to visitors. The board discussed how to participate at the 2009 Homecoming on Oct 24th. Decision was made to target participating at the 2010 Homecoming vs. quickly trying to throw something together for this year’s event.

CoE Awards Banquet
For this year’s event, the plan is to start gathering sponsors earlier. Tom Vinciguerra is working with the college to define the board’s role in soliciting sponsors.

Engineering Tribunal Career Fair
Sean McCabe provided information regarding the 2009 career fair including pricing tiers and sponsorship benefits.

September Meeting
The next meeting will be held on 12/14/09. Future meeting dates are set for 3/15/10 and 6/7/10.

Tom Vinciguerra

Adjourn
The meeting was adjourned at 7:55 pm.

Tom Vinciguerra