



## MINNEAPOLIS-ST. PAUL CHAPTER CERTIFICATION COMMITTEE

### Meeting minutes

Meeting Date: September 19, 2003 11:45am-1:00 pm

Minutes takes by: Todd Thoma

Present: Philip Leonard, Eric Johnson, Pam Jergenson, Marthe Sandvik, Todd Thoma

Called meeting to order

#### Old Business

- a. We went over last meetings agenda, and accomplished what we set out to do. The recognition of those who passed went out by e-mail, mail and at the monthly meeting.
- b. Marthe will talk with Rebecca about the certification challenge if it going to be on the e-mailed newsletter. Marthe still needs a few more prizes for the winners.

#### New Business

- a. Important dates to put into Specifics E-mail. Rebecca F.
  - Sept 1, 2003-Certification Registration Opens-CDT,CCS,CCPR,CCCA
  - Dec 1, 2003 –Early Bird Registration Deadline for Exams
  - Jan 31, 2004-Final Registration Deadline for Exams
  - Feb 24, March 2, 9, 16, 2004 Review Sessions for Exams
  - March 27, 2004 –Exam Day-CDT,CCS,CCPR,CCCA
- b. Dean McCarty and Andrew Miller have tentatively agreed to Proctor and Assistant proctor the exams.
- c. Pam will be checking with Dunwoody to see if we can still use the testing room from last year. This might be an issue because of their views of what role CSI has with their program. We have a couple of other sites we will check on.
- d. Marthe will check with Kermit on train the trainer for this year.
- e. The committee is still working on an article for the Quarterly Magazine.
- f. We discussed using our budget dollars to promote certification. Ideas we had were along the lines of box lunch promotions, sponsoring a student for membership or taking the CDT. Also contributing money for the purchase of a Power Point projector. Eric will check with the chapter board. (we have to find out if we can use the \$1,000 speaker fee)
- g. Todd is checking with Education to see if the Mop classes are registered for up to 15 AIA credits for CDT study, we would like to target current members who are not certified.
- h. We have decided to add a couple of new members to our committee-Deb Metz-Fahey, and Joni Goodmanson.
- i. We also have decided to change our meeting dates a week earlier so we can meet before the Board meeting, and the chapter meeting, everyone agreed to the change. Our new dates will be the second Friday of each month. Same time and place.
- j. Meeting adjourned.
- k. Next meeting will be Oct 10, 2003 at 11:45 am Old Spaghetti Factory.