

# Annual Business Meeting Minutes

Minutes – ASEE Mechanics Division  
Business meeting minutes  
Wednesday, June 17, 2009, 12:30 PM  
Austin Convention Center

Attendees: Eric Bell, Nancy Denton, Anna Dollár, Renata Engel, Gary Gray, Jon-Michael Hardin, Ing-Chang Jong, Jennifer Kadlowec, Christine Masters, Rungan Nathan, Chris Papadopoulos, Joe Rencis, Laura Ruhala, Brian Self, Benson Tongue

1. Welcome/Introductions (Tongue)
2. Approval of 2008 Business Meeting Minutes (Tongue, Nathan)
3. Report from Divisions Officers
  - a. Program Chair (Gray)
  - b. Program chair-elect (Dollár)
  - c. Secretary (Papadopoulos)
    - i. Chris Papadopoulos announced that he is the newly appointed Division Secretary.
  - d. Treasurer (Ruhala)
  - e. Awards Committee (Tongue, Self)
    - i. No Higdon Award was awarded this year.
    - ii. Brian Self proposed instituting an award to honor Profs. Librescu and Granata (slain at Virginia Tech, April 16, 2007). Proposed recipient: a high school teacher local to the area of the current Annual Conference & Expo. Proposed award: \$500 plus two banquet tickets, and possibly conference registration. A consensus was reached to allow Brian to pursue the idea with publishers on behalf of the Division.
  - f. Membership committee (Nathan)
    - i. Membership remained stable, with a decline of only 5 members from previous year.
    - ii. The following recruitment strategy was discussed earlier at the Executive Meeting: (1) The Past Program Chair will email submitting authors to thank them for submitting and ask them to join; (2) Session Moderators will distribute an “Membership Interest Form”; (3) the Current Program Chair will ask for membership when authors submit papers.
    - iii. Anna Dollár suggested the following marketing pitch: the advantage of joining the Division is that members will receive direct emails and access to demonstrations that are developed and presented through the Division’s activities.
  - g. Webmaster (Rencis)
    - i. Joe Rencis is coordinating updates to the website.
4. Announcements and Appointments
  - a. Program Chair-Elect (Anna Dollár)
    - i. Program Chair-Elect for 2009-2010 is Jon Michael-Hardin.
  - b. Executive Committee Elections (Tongue)
    - i. Nominations for two positions on the Executive Committee were received for Luciana Barroso and Charles Lu. A third nomination for Eric Bell was received from the floor. Bell and Barroso were elected.
  - c. Awards Banquet (Dollár)
    - i. 33 people are registered to attend the Awards Banquet in Austin. Net income \$661.
  - d. Even Coordinator (Tongue)
    - i. Jon-Michael Hardin will serve as Events Coordinator for 2009-10.
  - e. Standing Committees (Tongue)
    - i. A sign-up sheet for standing committees was passed around.

5. PIC III Report (Gray)
  - a. Outgoing Chair is Jennifer Kadlowek, Incoming Chair is Jenna Carpenter.
  - b. Registration is down about 300 people (10%) from last year. The number of papers is up from last year (by about 30), but the number of authors is down.
  - c. President Sarah Rajala has started task forces in each of three strategic areas: (1) Diversity, (2) International Activities (ASEE is involved with many things that even the Board was not aware of), and (3) Creating Culture for Systematic and Scholarly Engineering Education Innovation.
  - d. Sustainable Development Education task force is being put together. Anyone in Mechanics interested in being on the task force? There is a position statement from 1999 that is out of date.
  - e. ASEE Board endorsed SPEED white paper: Master Teacher program to promote Educational research, best practices, etc. A rep from the Japanese society was there and they are doing this. Engineering Deans Council noted the disconnect between ABET and this type of program.
  - f. Membership is down 1.2%, likely due to the economy. Financially ASEE is fine.
  - g. SmoothPaper issues. An IT person is working on them. During critical times a full-time support person will work on it. A full-time vendor will be hired to fix it (a \$700,000 bid to fix it for the coming year). Program Chairs will hear about this during their meetings.
  - h. Best overall conference paper from PIC II: Environmental Engineering, Paper Session 1551 - first paper: "Measuring the Impacts of Projects Based Service Learning".
  - i. Zone chairs and PIC chairs discussed people submitting the same paper to sectional conferences as well as to two different divisions at the annual conference. The new SmoothPaper should be able to help with the latter.
  - j. Operating budgets come from the society (BASS accounts from dues and fund raising). There will be some reallocation of the operating budgets based on membership over the past year or so because there are new divisions that didn't exist when they were last set. If our membership is down over the past year from previous years, our budget will likely go down some.
  - k. Engineering Research Council wants to have workshops on proposal writing mostly for young faculty. These would be at research conferences. Host with Engineering Education Division.
  - l. Good turnout and student participation at the sectional meetings, except the Rocky Mountain Division (had it on Easter weekend). Sectional meetings seem to serve a different population than the annual meeting -- ASEE checked attendance. There are 12 sections -- three in each zone. Total Section attendance is about half of the annual meeting.
  - m. Bylaws need to be updated every 10 years. Mechanics last revised in 2007. Submit revised bylaws to the PIC chair and Dwight Wardell. Submit them to Dwight before voting. The bylaws must be approved by the board through the PIC chair.
  - n. The question came up: Can credit be given for ASEE activities for renewing Professional Engineering license renewal. Most states require some courses to be taken every so often (PDH - professional development hours). Sunday workshops counts for credit -- started last year.
6. Old Business: None
7. New Business
  - a. Jon-Michael Hardin and Anna Dollár will coordinate a revision of the Operating Manual during the Fall.
8. Other Business: None
9. Passing of the Banner (Tongue)
10. Adjournment 2:00 PM (Gray)