

Minutes - ASEE MECHANICS DIVISION
Executive Committee Meeting
Monday, June 13, 2005, 12:30 PM
Oregon Convention Center

Attendees: Phil Cornwell, Scott Davidson, Nancy Denton, Anna Dollár, Ralph Flori, Francis ??????, Dan Jensen, Ing-Chan Jong, Jennifer Kadlowec, Christine Masters, Don Morris, Tim Philpot, Brian Self, Paul Steif, Benson Tongue, Madhu Vable.

1. Welcome/Introductions (Danielson)
2. Approval of 2004 Executive Committee Business Meeting Minutes (Steif)
3. Reports from Division Officers
 - a. Program Chair (Kadlowec)
 - 51 abstracts submitted (many more than past). 31 accepted, 22 papers, 25 to be presented.
 - b. Program Chair-Elect (Masters)
 - 44 attendees at peak in first session
 - Jeff Winston from Nike to talk at Banquet
 - Seeking to coordinate sessions on Statics, Dynamics and Mechanics of Materials with Mechanical and Civil engineering Divisions; would use up fewer of our sessions and would be even better attended.
 - Continue practice of asking Standing committees in each area to be reviewers
 - c. Secretary (Steif)
 - No report
 - d. Treasurer (Vable)
 - BASS account started year at \$4118.75 and ended year at \$5145.28. Increase comes largely from dues and from contributions from publishers in support of awards. The current balance of \$4708.90 reflects income and expenditures for awards.
 - We do have extra funds with which to undertake some new activities or give full set of awards (such as Distinguished Service award).
 - McGraw Hill views their award as very important; there may be additional money from them to raise amount of award.
 - e. Awards Committee (Engel)
 - Good slate of candidates for the Distinguished Educator Award; will have a number carried over to next year
 - Need larger pool of nominees for New Educator Award
 - f. Membership Committee (Denton)
 - Current membership in the Division is 457, compared to 416 last year.
 - Committee has placed fliers advertising membership in various places at convention.
 - Division still waives the first year's membership, and will advertise as such in upcoming Newsletter.
 - Intend to send invitations to members of other divisions who potentially have interest in mechanics division

- Intend to survey membership to determine whether their needs could be better fulfilled.
4. Announcements and Appointments
 - a. Program Chair-Elect (Danielson)
 - Program Chair-Elect for 2005-2006 will be Tim Philpott.
 - b. Two Nominees for Executive Committee (Mehta/Flori)
 - Nash Younis and Benson Tongue nominated to Executive Committee
 - c. Standing Committees (Danielson)
 - For 2004-2005, Tim Philpott switched to software, Phil Cornwell switched to Dynamics, and Brian Self switched to Membership
 - Continue practice of having members of standing committees have three year rotating appointments
 5. PIC Report (Danielson/Mehta)
 - Shirley Pomerantz is new PIC Chair
 - Divisions need to revise bylaws periodically
 - One required change to bylaws: must include clause “Amendments to these by-laws must be approved by the ASEE Board of Directors.”
 - CAPS system to be replaced next year.
 - There were 280 total sessions this year; 39 requested were not available.
 - Next year we will have at least four sessions (number of sessions this year minus 1). We can request more, but will need justification (argument might be larger number of submissions this year).
 - Suggested that we become a publish-to-present division; such divisions likely to be given preference for additional sessions.
 - Motion offered to recommend to membership at Business meeting that we become a publish-to-present division. Motion seconded and passed.
 6. New Business
 - Scott will make minor updates to operating manual based on experience this year.
 7. Adjournment at 2:00 PM (Danielson)