

American Society for Engineering Education



Chemical Engineering Division

Fall Executive Committee Meeting Minutes

Monday, November 8, 2010 – 11:10-12:15 Salt Lake City, UT
150 C Salt Palace Convention Center (AIChE Annual Meeting)

Attendees: Laura Ford, Jason Keith, Randy Lewis, Adrienne Minerick, Michael Prudich, David Silverstein, Margot Vigeant, and Jim Watters

1. The meeting started at 11:08 when Margot welcomed us all.
2. Minutes from the Executive Committee meeting (summer 2010, Louisville) were distributed by email. Randy moved that they be approved, Adrienne seconded, and the minutes were approved.
3. Paper submissions have greatly increased. Adrienne discussed what she did this year so we can try to do it again. She recruited chairs for sessions, mostly at the Louisville meeting based on ideas suggested at the Business Meeting. The chairs then had a choice of having a standard paper session, a panel abstract session, or a mixture. The chair then recruited the papers. The chair will compile individual abstracts into a panel paper, and the division usually pays the paper fee for panel papers. The panel idea is adapted from the women's panel that Adrienne presented in last year. We need to make it clear that the awards are for papers only. We had 90 submitted papers, 120 counting all the panel abstracts. Some papers will be bumped to posters since we have only 70 paper slots at Vancouver. We ran out of time slots for our business meeting, so Adrienne petitioned to get an unpopular time for our meetings. Abstract submissions are up overall at Vancouver. The call for papers doesn't generate many submissions – targeted calls to get submissions are much more successful. There is still room in the New Faculty Poster Session.
4. Randy gave an update on Summer School preparations. The committee will solicit workshop proposals soon and will have workshops in place by the June 2011 meeting. These workshops will not be lecture-oriented – the solicitation will have guidelines. The CACHE trustees have been wanting to know when they can submit a workshop. The committee is close to obtaining NSF funding.
5. Jason reported on awards since Valerie Young had two other places to be during the meeting. The call for award nominations has gone out. The ASEE national office has requested cosmetic changes to our new awards: specify that the Future Faculty Award is to cover travel, adjust timing, etc. Jason will make the changes and send them back to the national office [done as of Dec. 1, 2010]. We need to make a list of abstract submitters (the new ASEE system allows us to do this) and send them the awards descriptions to see if they want to apply. We have not

heard back from PIC about funding, but Jason will solicit funding once the awards are approved by ASEE national.

6. Division Dinner in Vancouver: Ryan Anderson sent a presentation about possible dinner locations: The Boathouse, Cloud 9, Sandbar, and Boat Cruise. He was looking for places that seat 20 – 40, which might be too small since we expect 60 – 70. The Boathouse might be too small. Cloud 9 is more expensive and harder to get to. The Sandbar will require a water taxi from downtown. The Boat Cruise is a 2 ½ hour cruise with dinner, but is \$88/person. Our direction to Ryan is to ask if the places can handle 60 – 70 people and to find out how close each one is to the convention site. Closer restaurants are better.

7. Laura gave a brief budget report. The main concern is that we did not spend all of our operating account money this year. Based on previous years' award plaques, Laura expected that the first order would empty out the operating account, and it did not. In the future, put all plaques on the operating account and let the accounting office take the extra from our BASS account.

8. David reported that the division website is still functioning. Email him with things to post.

9. Adrienne reported that the newsletter has been distributed. It was long, and maybe some of the things don't need to go in there. The awards brochure is already produced separately, so maybe we could just link to it on the website.

10. New Business: We discussed productive ways to encourage people to be both ASEE and AIChE members. What is the value added as ASEE members?

- Make sure we don't have the same talks at June (ASEE) and Nov. (AIChE) meetings
- ASEE has more emphasis on better assessment
- Networking is a big value
- Margot discussed this with the ASEE biomed division. They send people to their version of the AIChE meeting and get people there to present in other divisions of ASEE – to get them involved in ASEE broadly.
- Would either AIChE or ASEE be open to joint membership? Are people going to leave AIChE because of the increasing registration fees? Or will costs lead people to choose between ASEE and AIChE? AIChE is considering other funding mechanisms besides the high conference registration fees.
- ASEE could distinguish itself with programming: AIChE covers this; ASEE covers that.
- ASEE mentorship awards
- ASEE workshops – maybe we could do panel sessions that are really more like workshops
- AIChE's Education Division will sponsor sessions on things we want to do. The Ed division wants to drive people toward ASEE. ASEE is preaching to the converted, but AIChE is reaching new people.
- Could we program a shell panel that we could fill with the best talks from AIChE – give the speakers time to expand on their AIChE talks? Emphasize speakers who haven't been to ASEE before? Maybe 2 sessions: one on the best 3 talks and the other a workshop to *do* what people presented.
- We could do a Sunday workshop or even a regular session workshop, but we might have to pay fees.
- We could do the workshops from Summer School at the ASEE conference.

- Sponsor a teaching certificate: people attend so many workshops to earn a certificate.
11. Expect a conference call in the spring semester.
 12. The meeting was adjourned at 12:10.

