

ASEE Industrial Engineering Division Business Meeting

Tuesday July 27, 2021

Virtual Conference (9:45 – 10:45 AM PDT)

Prepared by McKenzie Landrum

Welcome/Call to Order

The division chair Ebisa Wollega called the meeting to order at 9:47 AM PDT and welcomed everyone to the Industrial Engineering Division (IED) Business Meeting. The virtual business meeting was held via Zoom, and the following people were recorded as present.

Alfonso Tinoco Lopez
Dereck Kennedy
Ebisa Wollega
Henry Lester
Karen Bursic
Kim Needy
Lisa Bosman
M. Affan Badar
McKenzie Landrum
Megan Hammond
Michael Sherwin
Nadiye Erdil
Paul Lynch
Raymond Smith
Sanaz Motamedi
Sima Sabahi

Ebisa Wollega introduced the following officers for the year ending June 2021:

Division Chair:	Ebisa Wollega
Program Chair:	Raymond Smith III
Program Chair-Elect:	Lisa B. Bosman
Secretary/Treasurer:	McKenzie Landrum
Awards/Past Division Chair:	Paul C. Lynch
Directors:	Leonardo Bedoya-Valencia (2021) Jessica (Matson) Oswald (2021) Rick Olson (2022) Tish Pohl (2022)
Webmaster:	Lawrence Whitman
Diversity Committee Delegate:	Karen Bursic
P-12 Committee Representative:	Justin W. Kile

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Approval of 2020 Meeting Minutes

The division chair, Ebisa Wollega, distributed minutes (via email) from the 2020 business meeting for approval. Kim Needy made a motion to approve the minutes, McKenzie Landrum seconded the motion. The minutes were approved unanimously.

Program Chair Report

Raymond Smith III presented the following IED conference papers statistics comparing the current year to the past five years. Thanked the reviewers and the authors for their work.

McKenzie Landrum made the point that the number diversity papers is lower, and this might need to be a focus for the coming year. Karen Bursic mentioned that we need to be careful of how we label diversity and mentioned that CDEI has resources that Karen will send to Lisa as the program chair. Lisa Bosman discussed that the call for papers could have focus areas to include diversity and detail what diversity papers would entitle in the call for papers.

	2021	2020	2019	2018	2017	2016
Abstracts submitted	21	21	15	36	19	27
Abstracts accepted	19	17	-	-	-	-
Drafts submitted	12	10	9	24	-	-
Drafts rejected	2	0	0	2	2	-
Final papers submitted	10	7	9	21	-	-
Papers transferred	0	0	0	0	-	-
Papers published	10	7	9	21	9	16
Diversity related	0	1	2	7	2	-
Posters	0	0	0	2	1	0
Panels	0	0	0	0	1	0
Reviewers pool	63	41	31	60	63	-
Reviewers assigned	44	36	17	51	36	-
No. of reviews completed per paper (average)	Abstract = 3.3 Draft = 4.2	Abstract = 3.4 Draft = 4.5	-	-	-	-

Award Chair Report

Paul Lynch presented the awards for this year.

IED Best Paper Award

- “Using Quizzes Effectively: Understanding the Effects of Quiz Timing on Student Motivation and Knowledge Retention” by Major John Case (United States Military Academy), and Major Dereck Kennedy (United States Military Academy)

New IE Educator Outstanding Paper Award

- “Effects of Pedagogical Changes to an Engineering Capstone Design Course During the COVID-19 Pandemic” by Dr. Michael Daniel Sherwin (University of Pittsburgh)
- Co-Author: Dr. Bopaya Bidanda (University of Pittsburgh)

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IED Outstanding Student Paper Award

- “Understanding E-learning Acceptance of Gen Z Students: An Extension of the Technology Acceptance Model (TAM)” by Kierra Marquis (University of Florida), Hannah Levine (University of Florida)
- Co-Author: Dr. Sanaz Motamedi (University of Florida)

Financial Report

McKenzie presented the BASS summary for 2020, comparing against the 2019 and 2020 account summary. The summary is based solely on the report received from ASEE for YTD, posted on March 31, 2021. Mentioned that the expenses from the conference are not in yet so this will be increasing.

	2019	2020	2021
Starting Balance	\$ 16,896.34 (10/01/2018)	\$ 17,126.53 (10/01/2019)	\$ 17,066.70 (10/1/2020)
Revenue	\$ 873.73	\$ 1,023.97	\$ 587.42
Expense	\$ 643.54	\$ 1,083.80	\$ 103.20
Ending Balance	\$ 17,126.53 (9/30/2019)	\$ 17,066.70 (9/30/2020)	\$ 17,550.92 (3/31/2021)

Diversity Commission (CDEI) Delegate

Karen Bursic provided an update from the diversity committee. The following topics were discussed:

- CDEI developed the Year of Impact for ASEE for 2021-2022 – Year of Impact on Racial Equity, you can find out more or get involved here: <https://diversity.asee.org/deicommitee/yire/>
- CDEI has numerous sponsored sessions through the conference this year, simple search in the online session locator – mentioned a few sessions that might be of interest
- CDEI is asking Divisions to work to advance social justice in the communities in which we gather for ASEE conferences
- Awards, blogs, other activities – The Communication Committee has a blog and has some workshops that are available online, on demand
- <https://diversity.asee.org/deicommitee/category/blog>

Karen mentioned that she has been the delegate for a number of years but is open to handing over the leadership opportunity if there is interest.

2022 Call for Papers

Lisa Bosman provided a draft call for papers. The focus is on “Data Science and Industrial Engineering Education”.

Lisa discussed following up with Karen to get some language on how best to include information on DEI papers in the call.

Installation of New Officers

Ebisa Wollega led the installation. Because the bylaws provide for orderly transition of officers, only a new secretary/treasurer was needed to be elected. When nominations were solicited, McKenzie Landrum nominated Sima Sabahi (University of Florida), given her expressed interest.

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Sima is an Instructional Assistant Professor in the ISE. Kim Needy made a motion to approve, Karen Bursic seconded the motion. Sima was elected by acclamation.

Two Board of Directors positions are open. Ebisa reached out to Leonardo and Jessica. Leonardo is willing to continue and will continue to 2023. Paul Lynch has agreed to serve on the Board of Directors with a term ending in 2023.

The membership accepted the slate of directors as indicated below. The IED officers for the coming year will now be:

	2020-21	2021-22
Past-Chair	Paul Lynch	Ebisa Wollega
Division Chair	Ebisa Wollega	Raymond Smith III
Program Chair	Raymond Smith III	Lisa Bosman
Asst Program Chair	Lisa Bosman	McKenzie Landrum
Sec/Treasurer	McKenzie Landrum	Sima Sabahi
Board of Directors (2 year term)	Leonardo Bedoya-Valencia ('21) Jessica (Matson) Oswald ('21) Tish Pohl ('22) Rick Olson ('22)	Leonardo Bedoya-Valencia ('23) Paul Lynch ('23) Tish Pohl ('22) Rick Olson ('22)
Diversity Committee		
Delegate	Karen Bursic	Karen Bursic
P12 Committee	Justin Kile	Justin Kile
Delegate		
Webmaster	Larry Whitman	Larry Whitman

Professional Interest Council II Chair Report and Discussion

Chell Roberts was introduced as the current PIC II Chair. The following topics were presented.

- Discussed the purpose of PIC Chairs
- PIC Bylaws were approved in FY 2021 – encouraged division chairs to read through
- Distinguished Lecture proposal evaluation rubric has been updated
 - A Likert scale has been developed to evaluate the proposal on the expertise of the speaker, interest of the topic, and benefit of the topic
- Interdivisional Town Hall Committee has been formalized the restructured
- ASEE Reviewer Expectations created
 - Reviewers are subjective therefore, there is a need to have reviewers who give constructive criticism.
 - Reviewers will now have to indicate that they agree with the following expectations:
 - Read the entire submission
 - Critically assess the extent to which a submission meets specified guidelines – helpful to use the Best Paper Rubric
 - Provide constructive feedback
 - Use respectful language

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- Submit the review in a timely manner
- BEST Overall PIC Paper
 - PIC I – “A New Way of Seeing”: Engagement with Women’s and Gender Studies Fosters Engineering Identify Formation
- Best PIC II Paper – from the Manufacturing Division
 - Scaling Hands-On Learning Principles in Manufacturing through Augmented Reality Disassembly and Inspection of a Consumer Product
- Conference Information
 - Qty of Attendees = 3,110 (3263 in 2020)
 - Qty of Published Papers = 1713 (1762 in 2020)
 - Qty of Unique Authors = 1374 (1423 in 2020)
 - The conference venue will be available for a year to registered attendees
 - Presentations will be “view only” and are not downloadable
- 2022 Conference Info
 - Meeting is currently planned for in-person in Minneapolis
 - ASEE is launching a new Paper Management System for the 2022 conference
 - Will launch in September 2021
 - Abstracts will not be due until October 2021
 - ASEE will require staff, members, participants, and guests to attest that they have been vaccinated for COVID-19
 - Those who cannot or choose not to be vaccinated may not be able to be accommodated
- ASEE Membership (as of Q2)
 - Down from 13,000 members to 9,000 members.
 - Institutional (academic): +0.7%
 - Institutional (non-academic): -17.39%
 - Individual: -2.7%
- Financial Status
 - There is a \$600K shortfall from the Annual Conference again this year
 - ASEE’s first PPP loan from the government has officially been converted into a grant. ASEE has received a second PPP loan as well. To date, ASEE has not had to furlough any staff
- Award Nominations
 - Staff are creating a video on how to submit award nominations
 - Need to promote submission nominations. The number received has improved over the last few years, but has declined for 2021
- Board has approved creation of a Committee on Scholarly Publications. The scope will include JEE and AEE, as well as division-led journals
 - Division representatives will be included in the committee
- Opened discussion on the following questions:
 - Would a how to on Best Paper selection be beneficial?
 - Ebisa mentioned that any information is helpful.
 - Paul mentioned that Justin Kile developed some guidelines for our division which are available for officers, but any additional guidance is helpful
 - What feedback would you like to take back to the PIC Chairs? – No comment

On behalf of the Industrial Engineering Division, Ebisa Wollega thanked Chell for his efforts.

New Business

- Ebisa asked how we could increase our number of papers and our reviewer pool.
 - Kim Needy mentioned we have a number of abstracts; do we know why people are not following through.
 - Abstracts might not have engineering education components and authors might not want to modify.
 - Some of the authors had such a burden that they could not meet the deadline even with some extensions.
 - Kim suggested having extended abstracts as submissions based on the approval to do this for the Midwest Regional conference
 - McKenzie mentioned that initial abstracts are intended to be extended abstracts and it might be helpful to include guidance on what this means for both authors and reviewers
 - Lisa mentioned having a structured abstract and having a page limit like other conferences to around 9 pages. Raymond mentioned that this might help with the reviewers as well.
 - Discussed the fact that some papers are very lengthy. There is a concern that if we limit the page limit it could be limiting for our division to go on for further awards.
 - Lisa asked if there would be volunteers who might be willing to give feedback on the final call for papers – Kim mentioned that this might be good for the Board to be involved in
 - Affan Badar mentioned that it could be difficult to know which division to submit to
 - Ebisa asked how we could increase the division membership
 - McKenzie mentioned potentially having some webinars to extend the benefits of the division outside of the conference
 - Raymond asked Kim if we could publicize the division at the regional conferences
 - Kim mentioned IISE has some people present outside of the conference and we could ask for some of the best paper winners to have a webinar
 - We would need to make sure we have an audience, but this would be a way to have minimal work for the authors but an additional event for division members
- Ebisa mentioned that the by-laws are up for revision in 2022

Adjournment

Ebisa Wollega adjourned the meeting at 11:10 AM PDT.

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