

American Society for Engineering Education  
Liberal Education Division  
**Draft Minutes**

Breakfast Meeting - June 14, 2005  
at the Marriott City Center, Portland Oregon

1. Division Chair Julia Williams called the LED annual business meeting to order.
2. Frank Croft announced that he is stepping down as our PIC chair to the Board of Directors. He will be succeeded by Shirley Pomeranz of the Math Division.

He also brought us up to date on a plan that the PIC chairs are developing. They believe that the current process of accepting papers and arranging sessions has a flaw. This year there were 280 technical sessions available – 39 sessions short of the total requests. To avoid this, they hope to be able tell all the divisions that they can count on the same number of sessions at Chicago as at Portland, minus one. If you would like more, you can petition the planning committee for additional sessions. Sessions that you partner with or co-sponsor do not count against your total. To make this work, prospective presenters would have to submit their abstract by October 5<sup>th</sup>, 2005. Each division then would have until October 21<sup>st</sup> to make a preliminary in-house decision to accept or reject. Then a planning meeting would be held during the first week of November after which each division would be notified of how many sessions they have. Divisions could then send out acceptance and rejection notifications to applicants. He stressed, however, that this plan is not yet set in stone. It must go before the board first.

Croft also announced that the board has recently voted to put two divisions on probationary status. Such a status can be invoked by the board if: 1. division membership falls below 125 (1% of ASEE membership); 2. if the divisions fails to hold sessions or officer elections on an annual basis; Or 3. if the division fails to elect new officers. Croft assured LED that it had no problems and was not close to being considered for probationary status.

Croft announced that a new constituent committee - the Technological Literacy Committee – was approved on Sunday.

3. 2004 minutes were approved by vocal acclamation.
4. Julia Williams thanked Jerry Gravander for putting together this year's program.
5. Julia Williams presented the slate of candidates for next years officers:

John Krupczak (division chair),  
Jerry Gravander (division chair elect),  
Borjana Mikic (program chair for 2006),  
Roberta Harvey (program chair elect),

Jamey Wetmore (sec/tres),  
Steve VanderLeest (website)

The slate was approved by raucous acclamation.

6. Julia Williams awarded Joe Herkert with the 2005 Olmsted Award.
7. John Krupczak announced a new constituent committee – Technological literacy.
8. There was a discussion about whether adding new constituent committees would strengthen LED or take away from it. Judith Norback presented the idea of creating a communications constituent committee in order to help bring together people interested in the area.
9. There was a discussion about whether LED was visible to the rest of the ASEE community. A number of possibilities were offered that could help increase LED's visibility including: changing the division's name; writing an article for Prism that would help introduce the division; offering a pre-Sunday picnic open house with invited speakers; and increasing co-sponsorship of sessions. Borjana agreed to contact some of the other divisions to arrange co-sponsorship for next year's meeting. Others maintained that there was not a problem with LED's current status – that the technical sessions are well attended even when compared with other divisions.
10. John Krupczak thanked Julia Williams for her work as division chair and presented her with a plaque.
11. Bruce Seeley announced that he was approached by representatives from the Society for the History of Technology and they hope to form some formal ties with LED. They hope to have a session at SHOT representing ASEE.
12. Borjana Mikic asked for assistance with organizing sessions, chairing sessions, and finding plenary speakers for next year's meeting.
13. John Krupczak asked for assistance in developing bylaws for the new Technological literacy committee.
14. Julia Williams adjourned the meeting.