

American Society for Engineering Education
 Baltimore, MD
 Manufacturing Division
 Business Meeting Minutes
 Wednesday, June 28, 2023
 11:00 AM - 12:00 PM

Attendees: Zhenhua Wu, Hugh Jack, Haijun Gong, Richard Zhao, Janis Terpenney, Faisal Aqlan, John Irwin, Suzy Marzano, Khalid Bello, Irina Ciobanescu Husanu, Satya Aditya Akundi, Alley Butter, Rui Liu, Md Fashiar Rahman, Dave Kim, Wayne Hung.

Introductions, welcoming and opening remarks: Zhenhua opened the business meeting.

1) Review and Approve 2022 business meeting minutes. Jack moved first to approve the 2022 minutes; Satya was the Second. The Minutes were approved.

2) 2023-2024 Division Officers: It was decided to move one step up for the Division chair. Md Fashiar Rahman was selected as the new program chair. New officers are Rui Liu as secretary/newsletter editor and Janis Terpenney as Director at large and Diversity committee delegate. Faisal moved first to approve the committee and Satya was the Second. The new committee was approved.

Division Chair	Zhenhua Wu
Chair-in elect/ Program Chair	Md Fashiar Rahman
Associate Program Chair/Treasurer	Faisal Aqlan
Secretary/Newsletter Editor	Rui Liu
Webmaster	Julia Morse
Awards Chair/Newsletter Editor	Ismail Fidan
Membership Chair	Hugh Jack
Regional Conference Coordinator	Faisal Aqlan
Director at large	Satya Aditya Akundi, Suzy Marzano, Irina Ciobanescu Husanu, Yalcin Ertekin, Janis Terpenney
Diversity committee delegate	Richard Zhao, Janis Terpenney
Immediate Past chair	Satya Aditya Akundi

3) Program chair’s report on 2023 ASEE Annual Conference in Baltimore, MD:

- Zhenhua reported the paper submission to the Manufacturing Division: 54 Abstracts submitted, 53 accepted, 35 paper drafts submitted, and 27 papers published.
- Six (6) technical sessions: Topics of the technical sessions are 1) Refining Manufacturing Education Practices; 2) Technology Integration in Manufacturing Curriculum; 3) Manufacturing Workforce Development; 4) Virtual and Augmented Reality Applications in Manufacturing Education; 5) Project-Based and Experiential Learning in Manufacturing; and 6) Design Experiences in Manufacturing Education.
- A total of 148 attendees participated in six (6) sessions.
- Two (2) panel sessions: 1) Defense Manufacturing and DoD Support for Manufacturing Education and 2) Four Pillars of Manufacturing Knowledge Revision.

- Lucas Wiese, Eunseob Kim, Hector Will, Alejandra J. Magana, and Martin Jun received the “best paper award – 2023”. Paper title: “Taking an Experiential Learning Approach to Industrial IoT Implementation for Smart Manufacturing through Course Work and University-Industry Partnerships.”
- Satya Aditya Akundi was awarded for the 2023 “David Wells” service.
- Md Fashiar Rahman received the Outstanding Young Faculty award – 2023.

4) Membership Report by Dr. Hugh Jack

- As of 05/23/2023, the number of listed members is 186. It represents a steady state trend.

5) PIC II meeting report: reported by Dr. Katy Colbry

- A total of 3885 participants registered in ASEE 2023 conferences.
- The number of manufacturing division members is 186.
- Total PIC II members - 5611
- BAAS accounts
 - BASS funds were comingled with operating funds **and were all spent** leading into the economic crisis this past fall.
 - Any positive amount your division had including recent collections are currently unavailable.
 - Policies have been changed due to this crisis.
 - The Board is keeping track of what is owed to the divisions:
 - Striving to begin paying back the BASS accounts starting February 2024 – could take several years after paying off debts
- Next year ASEE conference will be in Portland, Oregon.
- ASEE 130th Hall of Fame nomination.

6) Division Financial report by Dr. Faisal Aqlan

- A total balance was reported as \$4,860.66 by the end of March 2023.
- There was a total revenue of \$250 in YTD FY23.
- The social dinner registration fee was waived for the best paper award student winner in the 2023 conference.

7) Other Discussion

- Makelt! Session: Need a push to resume in the 2024 conference to involve more faculty and students in the Manufacturing Division. The original model for the session was to get tables in the main hall and have exhibitors do demonstrations.
- Hackathon for Manufacturing – Need to establish potential partnerships with Dassault, Rolls Royce, DMG MORI, Siemens, etc.
- Zhenhua to lead the fund-raising effort: Members are requested to spend effort on fundraising to support student teams and faculty’s financial needs to attend 2024 conference.
- Zhenhua will reach some potential agencies for fund-raising and possibly do some follow-up meetings.
- Rui Liu to lead the development of the 2024 newsletter. Fashiar will provide the previous sample to Rui. It was suggested to generate two versions of the newsletter – 1) The first

on should be circulated before the abstract submission due date around October 2023 and 2) the second one may be circulated by February 2024.

- Dr. Kim will share some contact information for the social dinner and other potential logistics arrangements for ASEE 2024.
- Julia will arrange the website with the updated information.

9) Adjourned

Document prepared by: Md Fashiar Rahman

07/19/2023