

June 26, 2007

1. Convening of meeting by chair Jim Farison (4:35)
2. Circulation of attendance sign-in sheet and self introductions
 - Jim Farison jim_farison@baylor.edu
 - Catherine Skokan cskokan@mines.edu
 - Carol Richardson (PICII) carite@rit.edu
 - Steve VanderLeest svleest@calvin.edu
 - Chell Roberts chell.roberts@asu.edu
 - Laura Ruhala LRuhala@usi.edu
 - Richard Ruhala rruhala@usi.edu
 - Ed Jones e.c.jones@ieee.org

(Laura and Richard – part of a new department which just went through their 1st ABET review in general engineering at USI)
(Ed Jones – continuing support in his retirement)

3. Introduction of current officers:
 - a. Joan Gosink – past chair and “founder” – not present
 - b. Jim Farison – chair
 - c. Steve VanderLeest – vice-chair and program chair
 - d. Catherine Skokan – secretary-treasurer
4. Distribution of MULTI Division information
 - a. ASEE website – <http://www.asee.org/activities/organizations/divisions/index.cfm>
 - b. Division website – <http://www.calvin.edu/academic/engineering/mecc>
 - c. Division bylaws – as last amended (June 2006)
 - d. Minutes of June 28, 2006 annual meeting -- distributed
5. Introduction/welcome: chair, Professional Interest Council II (our board representative)
 - a. Gary Crossman, out-going chair, PIC II
 - b. Carol Richardson, in-coming, PIC II
 - c. Function – plans program depending on number of abstracts submitted, plans plenary session, contact to board of directors, next board meeting is in February. Any action items from us need to be submitted in January.
 - d. Issues
 - Carol R. Should all divisions be required to publish papers at conference?
 - Carol R. Emerging Trends poster session needs more stringent review. No division owns this session.
 - Steve VL suggested better communication among divisions for program preparation, especially in joint sessions, through SmoothPaper.

- Laura R. Disappointed on workshops. One had time switched to earlier with no notification. Another workshop increased in time from 1.5 hours to 3 hours causing other scheduling changes. Financial compensations for cancelled workshops were not a problem. These scheduling problems seem to be a problem in communication.
 - Coffee was not available early at the convention center, either complimentary or for a fee.
6. Report of MULTI Division program and status (Steve VanderLeest)
- a. For 2007: 48 papers, 10 technical sessions, 8 abstracts rejected, 7 papers rejected, 8 sent to other sessions, and 6 papers withdrawn
 - b. We had a discussion of blind reviews and the number of papers which ignored this instruction
 - c. Was successful in getting reviewers, 3 per paper, and most were excellent. Appealed through list serve.
 - d. Has been disappointed with attendance in sessions. Overall attendance was slightly down at conference. Perhaps Hawaii has more draw than meetings.
 - e. Jim notes that Steve should be congratulated for excellent service as program chair.
 - f. Current membership -- 815 (11th among 49 divisions/cc)
 - Last year about this time – 524 (20th among 48 div/cc)
7. Report on election of new officers
- a. Election was conducted in spring 2007 : By-laws state: “Nominating committee (past chair, chair, and one other member) selects two nominees for each office -- chair, vice chair, and secretary/treasurer no later than March 15 and ballot distributed to membership prior to April 1. Voting is by e-mail referendum, completed by May 1. Election is by simple majority of ballots cast.”
 - b. The results are:

- Steve VanderLeest	Chair
- Cathy Skokan	Vice Chair and Program Chair
- Chell Roberts	Secretary/treasurer
 - c. Terms of office are two years, and begin in July following the annual meeting. There will be no election in spring 2008. The next election will be in spring 2009.
8. Report of ASEE role in ABET multidisciplinary engineering program accreditation
9. Next year’s annual conference: Pittsburgh, June 22-25, 2008

10. Other business and discussion from the floor:
 - a. Discussion of charge vs. no-charge for division: Currently we have not charge. Were we to charge, perhaps our membership would decline. If we were to charge \$2/member, we could use it for a social event or for an award. Dues should meet a need and none is apparent at this time. We should continue this discussion each year. A “best paper” award would need board approval. Carol R. can inform us on the rules and will provide us with a sample. Carol will find out the limitations for our operating budget. An ad hoc committee was suggested to address this topic. Chell made motion. Steve provided a second. The motion passed unanimously. All attendees will form the committee.
 - b. Discussion of name of Multidisciplinary vs General Engineering
 - c. Discussion of succession of officers: Program chair and program chair/elect structure should be considered. Our cycle is two years, so perhaps a four-year commitment is too long. Perhaps we should add that the chair has held a previous position. This is worth a future consideration for next year’s meeting.
 - d. Steve added a recognition of Jim for his faithful service as chair for the last two years.

11. Adjournment (5:55 PM)

Submitted, Catherine Skokan, June 26, 2007