

# ASEE Multidisciplinary Engineering Division Business Meeting Minutes June 12, 2012

Meeting convened at 7:30 pm (following dinner)

1. Circulation of sign-in sheet and self-introductions. Attendees:

Chell Roberts	<a href="mailto:chell.roberts@asu.edu">chell.roberts@asu.edu</a>	(chair)
Steve Northrup	<a href="mailto:snorthru@wne.edu">snorthru@wne.edu</a>	(program chair)
Gayle Ermer	<a href="mailto:germer@calvin.edu">germer@calvin.edu</a>	(secretary/treasurer)
Ann Saterbak	<a href="mailto:saterbak@rice.edu">saterbak@rice.edu</a>	(representing PIC Chair)
Nick Safai	<a href="mailto:nick.safai@SLCC.edu">nick.safai@SLCC.edu</a>	
Ali Nejat	<a href="mailto:ali.nejat@ttu.edu">ali.nejat@ttu.edu</a>	
Mike Rust	<a href="mailto:mrust@wne.edu">mrust@wne.edu</a>	
Muge Mukaddes Darwish	<a href="mailto:mukaddes.darwish@ttu.edu">mukaddes.darwish@ttu.edu</a>	
Hal Evensen	<a href="mailto:evensenh@uwplatt.edu">evensenh@uwplatt.edu</a>	
Jean Kampe	<a href="mailto:kampeje@mtu.edu">kampeje@mtu.edu</a>	
Iem Heng	<a href="mailto:iheng@citytech.cuny.edu">iheng@citytech.cuny.edu</a>	
2. Welcome from the Division Chair
3. Introduction of officers
4. Approval of Business Meeting Minutes from June 28, 2011
5. PIC II Chair Report
  - Encouraged the division to continue the best paper award (even though it did not happen this year).
  - Reported that attendance at this year's conference was roughly the same as attendance at the previous conference in Vancouver.
  - Reported that there will be no paper session evaluation forms handed out this year. Plans are for on-line evaluations to be available for divisions to implement next year (so that the data can actually be used).
  - Encouraged the division to consider applying for special project funds (up to \$500) from the ASEE budget for special activities.
  - Noted that the new division mixer was well-attended and seemed to have good flow. The division should plan on participating next year.
  - Reported that ASEE will be phasing in a dues change in the next year with more categories to choose from, including on-line only (\$69 = old rate) and regular professional (\$84). This is part of the new director's plan to place ASEE in a better financial position.
  - Reported that a membership campaign will soon be kicked off (ASEE is me), with a broad focus, including research-1 and 2-year schools.
  - Requested input related to the cost of the annual conference: should it continue to rise or should it be lowered with corresponding decreases in services (e.g. no free lunches)? Input was mixed.

6. Financial Report – Gayle Ermer

- BASS Account
  - Current balance of -\$586.47 (this is an error, since we have not approved any expenditures). Since we have no dues and have received no special gifts, this permanent fund balance should be \$0.
- Operating Account
  - Current balance of \$1137 (\$1 for each member of the division). The dinner will be paid for out of these funds, which do not carry over to the next year.

7. Chair Report – Chell Roberts

- The membership in the Multidisciplinary Division has declined slightly over the past couple years, after significant growth from 2003 – 2008.
  - 2008                      1009 members
  - 2009                      1185
  - 2010                      1263
  - 2011                      1137\*
  - 2012                      1120
- \* Note: overall decline in ASEE membership from 2010 to 2011
- No interest was shown in charging dues for membership at this time
- Upcoming election
  - Around the time of next year’s meeting, an election needs to be held for the position of secretary/treasurer. Following the meeting, the current secretary/treasurer will become the program chair, and the current program chair will become the division chair. The term for each office is two years.
  - The division bylaws require the formation of a nominating committee. Nominations for this committee should be forwarded to Chell Roberts. Nominations for the office of secretary/treasurer may also be forwarded to Chell Roberts.
  - Elections will likely be implemented using Survey Monkey.
- PIC fund use proposals
  - Chell will form a committee and/or use Survey Monkey to solicit ideas for using PIC funds for division activities and to formulate a proposal,
  - Some suggestions included: logo pins for the division, mixer materials for next year (bookmarks with program or other giveaways), subsidizing travel for a paper presented by a student, providing a prize for a logo design contest,

8. Program Chair Report – Steve Northrup

- Number of abstracts – 44 (down from 60 the previous year)
- Accepted abstracts – 41
- Withdrawn abstracts – 1, Rejected abstracts – 2
- Papers submitted – 30 (73.2% of accepted abstracts)
- Papers published – 26
- Papers withdrawn – 6
- Papers past deadline – 5
- Papers rejected – 4
- Number of sessions – 5 (6 last year, 1 co-sponsored with another division)
- No papers in the Poster Session

- There was no best paper award in 2012
- A total of 3 no-shows for presentations have been recorded so far. The first on Monday was due to an airplane malfunction. An attempt was made to have a colleague fill in, but the sub did not make it to the session. The two on Tuesday both occurred with no communication to the program chair.
- Next year the business meeting dinner will be planned as a ticketed event with a nominal cost (~\$5) to avoid the cost of no-shows (this year 17 committed, but only 13 showed up).
- A new call-for-papers will go out in July for next year's conference.
  - We will not volunteer for a 7:00 am session next year, unless more sessions are needed based on the number of abstracts/papers.
  - A suggestion was made to attempt to make the MULTI division a home for nanotechnology. Other topics to highlight (since they are inherently multidisciplinary) include: sustainability, energy, capstone, assessment and evaluation
  - A suggestion was made to send the call for papers specifically to previous authors of nano-related papers
  - A possible use of PIC funds might be to place the call-for-papers as an ad in nano-related publications. Hal Evensen volunteered to help with this.

#### 9. Other Business

- None

Adjournment: 8:37 pm