

ASEE Multidisciplinary Engineering Division Business Meeting Minutes

June 27, 2016

Meeting convened at 7:00 pm, during/following dinner, at Tommy's Cuisine restaurant, 746 Tchoupitoulas Street, New Orleans, Louisiana.

1. Circulation of sign-in sheet and introductions: 9 Multi attendees

Gayle Ermer	germer@calvin.edu	(Division Chair)
Jean Kampe	kampej@mtu.edu	(Program Chair)
AJ Hamlin	ahamlin@mtu.edu	(Secretary/Treasurer)
Cindy Barnicki	barnickc@msoe.edu	
Marissa Forbes	forbesm@colorado.edu	
Mary Fraley	mafraley@mtu.edu	
Steve Kampe	kampe@mtu.edu	
Beth Myers	beth.myers@colorado.edu	
Katherine Wikoff	wikoff@msoe.edu	

2. Welcome from the Division Chair, Gayle Ermer

3. Introduction of officers
 - Gayle Ermer Division Chair
 - Jean Kampe Program Chair
 - AJ Hamlin Secretary/Treasurer

4. Business Meeting Minutes from June 27, 2015 were distributed and approved.

5. Chair Report – Gayle Ermer
 - ASEE Annual Meeting Demographics
 - 307 Social and business sessions
 - 328 Technical sessions
 - 1683 Papers, 58.6% published from abstracts
 - ASEE membership is 11,500. This is down from the 2008 peak, which was between 12,000 and 13,000.
 - Multidisciplinary Division Membership
 - 1295 members, which is an all-time high
 - 2nd largest division
 - 29% of the division is female
 - Future Directions
 - Consider adding to the next Call for Papers a request for presentations related to the topic of vertically integrated multidisciplinary student projects (special session)
 - The theme for the 2016/17 Annual Conference is “Commit to P12”
 - Best paper award presentation
 - The Best Multidisciplinary Division paper award of 2016 was presented to Forbes, Sullivan, Myers, and Reamon, “Exploring Student Impressions of and Navigations through a Flexible and Customizable Multidisciplinary

Engineering Program.” Dr. Forbes and Dr. Myers, both of the University of Colorado Boulder accepted the award.

6. Program Chair Report – Jean Kampe

- Number of submitted and transferred abstracts: 61 (53 accepted, 5 rejected, 1 withdrawn before review, 16 did not submit paper)
- Number of submitted papers: 37 (4 rejected, 1 withdrawn, 1 transferred in after review)
- Papers accepted and placed in sessions – 31 [last year 36, previous year 27]
- Multidisciplinary program/sessions:
 - 8 technical sessions sponsored solely by Multidisciplinary Engineering [8 last year; 6 previous year] with 31 papers
 - Sunday workshop [U248] co-sponsored with Systems Engineering Division: Helping Students in Any Engineering Discipline to Achieve a “Systems Perspective” of Engineering
 - Multi was a co-sponsor for the Interdivisional Town Hall Meeting on the Proposed Changes to the ABET Accreditation Criteria [M534B]
 - 1 panel session [M545] co-sponsored with Engineering Physics and Physics Division: K-12 STEM Engineering/Physics Education
 - 1 poster session co-sponsored with Manufacturing Division and others: Make It! with 31 papers [T335]
 - 1 technical session co-sponsored with Systems Engineering Division: Integrating Systems Engineering into the Capstone Project [T448]
- Best diversity paper awards:
 - The Multidisciplinary Division nominated the following paper for ASEE Best Diversity Paper: “Facilitating Learner Self-Efficacy through Interdisciplinary Collaboration in Sustainable Systems,” by Favaloro, Ball, Graham, and Isaacson.

7. Financial Report – AJ Hamlin

LAST YEAR (06/16/2014 – 06/15/2015):

Account Type	BASS	Operating
Balance as of last meeting, 06/16/2014	\$55.01	\$396.12
Debits 10/1/2013-09/30/2014	\$50.00	-\$343.94
Revenue 10/1/2013-09/30/2014	\$150.00	\$0.00
Interest 10/1/2013-09/30/2014	\$0.00	N/A
Ending fiscal year balance on 09/30/2014	\$155.01	\$52.18
Carry forward to new fiscal year on 10/01/2014	\$155.01	\$0.00
ASEE allocation at \$1.00 per member on 10/01/2013	N/A	\$1124.00
Starting fiscal year balance on 10/01/2014	\$155.01	\$1124.00
Debits 10/01/2014-06/15/2015	\$0.00	-\$541.16
Balance as of 06/15/2015	\$155.01	\$582.84

Notes:

- a. BASS = Banking and Accounting Systems Service
- b. Operating debit of \$343.94 last year to cover 2014 Distinguished Speaker and 2014 business meeting appetizers and drinks

- c. BASS revenue of \$150.00 is from ticket sales to the 2014 Multi dinner division business meeting (M755 ticketed event at \$10 advance and \$15 on-site)
- d. Carry forwards: ASEE does not allow carry forward on operating accounts
- e. Operating debit of \$541.16 to cover costs of the 2014 Multi dinner division business meeting (M755)

THIS YEAR (06/16/2015 – 06/26/2016):

Account Type	BASS	Operating
Balance as of last meeting, 06/16/2014	\$155.01	\$582.84
Debits:		
7/14/2015 Award plaques for 2015 Best Paper	-\$99.24	
7/14/2015 Dinner entrees for 2015 business mtg		-\$500.81
Revenues:		
9/29/2015 Ticket sales (M741B:\$10 advance, \$20 on site) to the 2015 dinner business meeting	\$160.00	
Interest: 10/1/2013-09/30/2014	\$0.09	N/A
Ending fiscal year balance on 09/30/2015	\$315.10	\$605.84
Beginning balance first quarter on 10/1/2015	215.86	105.03
Carry forward to new fiscal year on 10/01/2015	\$215.86	\$0.00
ASEE allocation at \$1.00 per member on 10/01/2015	N/A	\$1271.00
Starting fiscal year balance on 10/01/2015	\$215.86	\$1271.00
Debits:		
10/15/2014 Room Rental for 2015 business mtg		-\$260.00
Balance as of 06/23/2016	\$215.86	\$1011.00

Note: Highlighted items are estimates; yellow comes from ASEE and pink from me.

8. By-Law Changes – Gayle Ermer
 - Summary of previous approved changes
 - A statement on diversity was added
 - Presentation of proposed changes
 - Added a section describing the Best Paper Award process
 - Updated officers section to reflect current division practices
 - Vote to approve changes to By-Laws
 - Revisions were unanimously approved

9. Discussion of charging dues for membership
 - There was a discussion regarding charging dues for membership to help cover the cost of the Best Paper Award. However, a charge may decrease membership in the division. It was decided that membership in the division would remain free.
10. PIC II Chair Report – Marjan Eggermont was unable to attend this meeting.
 - Gayle Ermer had attended PIC II meeting. She reported that the officer list will need to be submitted to ASEE, and that the call for papers to ASEE will need to be submitted in July.

11. Other Business
 - Gayle Ermer requested a volunteer to maintain the website – no one volunteered. Gayle will monitor.

Adjournment: 9:27 pm

Respectfully submitted,



AJ Hamlin
Secretary/Treasurer (2015-2017)
Multidisciplinary Engineering Division
ASEE