ASEE PSW Executive Board Meeting

 April 25, 2021 | 10:00AM – 1:00PM | Videoconference via Zoom

Members present in alphabetical order: Pitiporn Asvapathanagul, Colleen Bronner, Dominic Dal Bello, Andrew Danowitz, Jane Dong, Lily Gossage, Kelli Horner, David Lanning, Jean-Michel Maarek, Panadda (Nim) Marayong, Paul Nissenson, Brian Self, Laura Sullivan, Rebeka Sultana, Nolan Tsuchiya, Elizabeth Arnold Weiss

Not in attendance: Maria Chierichetti, Christine King, Jean Lee, Jessica Ohanian Perez

Proxies: Jessica Ohanian Perez’s proxy is Paul Nissenson, Jean Lee’s proxy is Brian Self, Maria Chierichetti’s Proxy is Laura Sullivan, Gustavo Menezes’s proxy is Jane Dong

Visitors: Harly Ramsey

# I. Call to Order

1. Welcome and Introductions Colleen Bronner

Thanked to everyone for helping with the conference, and noted how smooth everything went. High level of engagement was noted among attendees. Colleen used the “popcorn” method for Board introductions.

1. Quorum review Colleen Bronner

Quorum was achieved

1. Approval of Fall 2021 meeting minutes David Lanning

Minor typos corrected and account balance corrected. Minutes were approved.

1. Approval of agenda – new items or changes Colleen Bronner

New items added and agenda approved.

1. Guests: Harly Ramsey

### Reports of Officers

1. Chair report Colleen Bronner

Saving comments for new and old business discussion.

1. ASEE Zone report If Lily Gossage is present

The upcoming Zone conference will be held at the University of British Columbia in 2022, and will be meeting in August to discuss details. Still figuring out fees. The conference location has been confirmed. We are hoping it will be help in-person. The three section chairs will be heavily involved. Lily discussed updates on the emerging problems with the ASEE National conference location in Long Beach. Also mentioned opportunities for the 2021 “Year of Impact of Racial Equity.”

1. Past Chair Report Jane Dong

Made remarks on conference, fall webinars, and the need to address upcoming elections and membership voting issues.

1. Chair-Elect report Jean-Michel Maarek

Jean-Michel appreciated Colleen’s efforts with the conference

1. Treasurer report Pitiporn Asvapathanagul

FY 2020-Q4 balance was $7704.34 as of 12/31/2020. Balance FY2021-Q1 balance is$ 8569.45 as of 3/31/2021. Pitiporn will send update for minutes once corrections are checked. Colleen reported that the conference costs were very small, so there should be some discussion on to how to use funds.

1. Section Membership committee report Paul Nissenson

Information from ASEE national was shared. There are twelve (12) section in ASEE. Considering section membership in terms of number of faculty (the definition of faculty is complicated), the PSW has the lowest percentage by far. Numbers have gone down in recent years in all sections. Student membership is low in all sections (under 100 in most sections). We need to recruit campus reps. We have 775 professional PSW members at last count.

1. Director reports:

Laura Sullivan-Green – Nothing to report. Will need to not run for Board again due to excessive duties.

Elisabeth Weiss – Appreciates being on the student awards committee and want to continue in that capacity. Has ideas for discussion on students and awards.

Nolan Tsuchiya – Helped with paper reviews. Likes involvement with student awards selection. Hopes to cntune eoth Board.

Jean Lee - Not in attendance

Andrew Danowitz - Helped in several capacities with the conference. Assisted with a mental health webinar in the fall 2020.

1. Relations with Industry (RWI) reports:

South (Gustavo Menezes) – Not in attendance

East (Rebeka Sultana) – Assisted in various ways with the conference. Looking forward to assisting with the Board and conferences in the future.

(Christiane Beyer) – Not in attendance

1. Webmaster report Kelli Horner

Kelli gave her report early in the Board meeting. Kelli asked for a backup volunteer to help with website updates. Nolan volunteered to be the primary backup with the Wordpress website for PSW. Gustavo was volunteered by Jane. It was decided that the three would form a web committee and meet to discuss the website. We might call it a Communications Committee instead – to be discussed. There remain some housekeeping items to take care of.

1. Community college report Dominic Dal Bello

Helped provide a workshop at the conference

1. New Faculty report Brian Self

Hosted a virtual workshop at the conference that didn’t get much attendance.

1. Student awards report Panadda (Nim) Marayong

Enjoys reviewing the awards, and acknowledged the awards committee. There were 13 UG award applications (Stephanie Nelson was the winner) and four (4) graduate student award nominations/applications, and we awarded two (2) this year.

1. Faculty awards report Jessica Perez

Could not attend meeting.

### Continuing Business

1. 2021-2022 ASEE PSW Board Elections Colleen Bronner

We need an election committee. We have several positions. David was covering secretary position for one year, and that term is up. Paul, Jane, and Jean-Michel will form the committee with some help from Dave.

Elizabeth was nominated for VP of Student Awards

Jessican was nominated for Chair Elect

Nim was nominated for Director

Dave nominated for Secretary

Jane nominated for Director

Harly nominated for Director

Brian will help look for a nominee for New Faculty VP

Dom was nominated for two-year VP

Rebeka was nominated for Relations With Industry Representative – this is her current position.

Nominations due by May 15.

Laura nominated colleague Indumathia Jeyachandran for a Director position

1. Engaging Members Virtually Colleen Bronner, Brian Self

New Members:

There was a discussion of engaging campus reps and moving the position to potentially more active folks. We could look at past campus rep reports to see who hasn’t been active in submitting reports. Paul is interested in starting a student ASEE section. We are wondering if ASEE has materials on student sections.

There was a longer discussion on how to involve students in ASEE. Should we have one or two students on the Board? Could (or should) students present at the conference in a student session? Could we have discussion sessions on student teaching? There may be other organizations which we could leverage to provide opportunities for students interested in teaching. Jane proposed a committee for student engagement. Paul will lead the committee, Elizabeth, Nolan, Nim, Jane, Dom and Colleen will join and include Jessica on an email.

Engaging members

The 2020 Fall Discussion Series had a variety of topics, and some board members and UC Davis faculty contributed. Board members voiced their support for continuing these webinars and discussions. We need a subcommittee to start organizing this. Colleen, Jean-Michel, Andrew and Rebeka will be on this subcommittee. A webinar dedicated for new faculty was supported, along with other ideas such as on how to restart research after the pandemic. We could have a student-focused panel on what being a faculty entails, especially at non-PhD granting institutions, and this should consider the range of possible job positions.

1. 2021 ASEE PSW Conference Lessons Learned All

Attendees: 74 Friday vs. 76 Saturday

We should consider broadcasting some part of the next conference via Zoom. We have become comfortable with the technology now, and a lot of schools have invested in this technology. We might test this out for the next PSW conference. Colleen might send out a survey on the conference to the attendees.

1. 2022 ASEE Zone Conference Brian Self, Colleen Bronner

Update Given by Lily in Zone update.

1. 2023 ASEE PSW Conference (USC?) Jean-Michel Maarek

How is USC feeling about this right now? Jean-Michel doesn’t know what the commitment is right now, because of the unusual year. The leadership at USC was interested, but that was back in 2019. USC’s spring break was last discussed as being the best timing for classroom use for the conference. Brian mentioned that a good opportunity would be again to schedule it in conjunction with the ELC conference. There is support for combining the meetings as was done a few years ago.

1. 2024 ASEE PSW Conference (??) All

San Jose State is a possibility.

### New Business

1. Any new business items?

Colleen mention support for having a PSW delegate commission for Diversity Equity and Inclusion at the ASEE Annual Conference. Colleen recommends the upcoming Chair appoint a delegate after the 2021 Board election.

We need paper reviewers for Best Paper and Best Diversity Paper. We will be reviewing pdfs and helping ASEE publish on PEER review system. Nolan, Andrew and Rebeka. Due June 7 to ASEE National.

### Adjourn approx. 1:00 pm

Minutes respectfully submitted by David Lanning, 9/22/2021.