ASEE PSW Executive Board Meeting

 October 3, 2020 | 9:00 – 3:00PM | Videoconference via Zoom

Members present in alphabetical order:, Pitiporn (Piti) Asvapathanagul, Colleen Bronner, Maria Chierichetti, Andrew Danowitz, Dominic Dal Bello, Jane Dong, Lily Gossage, David Lanning, Jean Lee, Jean-Michel Maarek, Panada (Nim) Marayong, Paul Nissenson, Jessica Ohanian Perez, Brian Self, Laura Sullivan Green, Rebeka Sultana, Elisabeth Arnold Weiss

Members absent in alphabetical order: Chris Beyer, Kelli Horner, Christine King, Gustavo Menezes, Nolan Tsushiya

Proxies: n/a

I. Call to Order

1. Welcome and Introductions Colleen Bronner

10:05 AM

1. Quorum review and Proxies Colleen Bronner
2. Approval of Spring 2020 meeting minutes David Lanning

M/S/P with minor typo corrections

1. Approval of agenda – new items or changes Colleen Bronner
2. Guests: none

### Reports of Officers

1. Chair report Colleen Bronner

No conference last year (Spring 2020). Couldn’t switch to online quickly. Planned to move to the Fall, but eventually decided against it. Focus should now be on a virtual/online Spring 2021 conference. We should detail officer duties a bit more thoroughly. Also, should find a way to get more PSW members, and not just officers, involved in conference planning. The 2022 conference will be a Zone conference at U. of British Columbia (Vancouver).

1. ASEE report Lily Gossage

Lily joined meeting later.

1. Past Chair Report Jane Dong

Planning on working on a Chair “survival” document. Bylaws are vague in many areas. Discussed the nominations committee and election. Should we share the ballot among the nominees? Who can vote? Because from June 1 to June 15, new members are still coming in, so we should be very clear as to when members should be able to vote. This should be discussed among the nominations committee.

1. Chair-Elect report Jean-Michel Maarek

Participated in a virtual conference discussion, described details.

1. Treasurer report Pitiporn Asvapathanagul

Provided a summary of the PSW account. Current balance is $9810. Waiting for fourth quarter report to come in. Will send to board at that time. There are questions as to whether or not some award checks had been sent. Should we give both 2020 and 2021 awards in the spring? Did not yet issue the faculty award check. Will discuss this with the awards committees.

1. Section Membership committee report Paul Nissenson

Membership has been declining prior to COVID. Will start reaching out to campus reps. Will get data on recent membership trends. Brian Self said much the same, an will work on ensuring campus reps are more active.

1. Director reports:

Laura Sullivan Green. Nothing to report

Elisabeth Weiss. Noted awards submission process was difficult.

Nolan Tsuchiya. Not in attendance.

Jean Lee. Nothing to report. It was noted that a virtual conference would be inexpensive to attend.

Andrew Danowitz. Nothing to report.

Christine King. Not in attendance.

Maria Chierichetti. Nothing to report. Will be happy to help with upcoming conference.

1. Relations with Industry (RWI) reports:

Gustavo Menezes. (Submitted) Looking forward to helping with the conference.

Rebeka Sultana. Nothing to report. Looking forward to helping with the upcoming conference.

Chris Beyer: Not in attendance.

1. Webmaster report: Kelli Horner

Not in attendance. Lanning noted that psw.asee.org is labeled as “Not Secure” in web browser.

1. Community college report: Dominic Dal Bello

Nothing to report.

1. New faculty report: Brian Self

Plans a workshop for new faculty. How will COVID impact tenure and promotion preparations? How to create a narrative for T&P esp. in view of COVID. Jean-Michel noted there are a lot of resources for online teaching esp. at the Chronicle of Higher Education. Weiss suggested we could curate some of these resources.

1. Student awards report: Panada (Nim) Marayong

Believes awards went well, and should let Board decide whether or not to have multiple awardees. We didn’t have as many nominees as in previous years. Make sure call for nominations gets out soon.

1. Faculty awards report: Jessica Perez

Reviewed spring awards. When should we write checks for 2020 awardee honorariums? Not regarded as stipends. Suggested we should send checks now. Lily will help Pitiporn do his. The Zone IV conference 2022 is May 12-15 at U. of British Columbia (Vancouver).

### Old Business

Colleen discussed how we might engage members remotely. Tried some online discussions and a webinar. ASEE Hub was suggested as a place where such events might be hosted, esp. during COVID. Might be helpful in view of concerns of COVID-influenced teaching evaluations. Suggestions for discussions and webinars were influence of gender bias in performance evaluations, team-building in the online environment, work-life balance, and how to assess students in an online environment. There is particular interest in assessment. Several Board members will reach out to faculty and staff on this. Colleen asked for volunteers to lead the assessment discussion. Nim and Jane Dong were interested in Assessment, Andrew was interested in Stress and Mental Health, and Colleen in Senior Design courses.

### New Business

Colleen started a discussion on the Spring 2021 PSW virtual conference, and gathered ideas using Jamboard. Will send out a Doodle Poll to start the Planning Committee. Laura suggested the conference title “Pushing Past Pandemic Pedagogy: Applying Lessons After Learning from Disruption” which was well received.

Colleen wondered is UC David should host 2023 instead of USC? Both USC and UC Davis will be discussed at the 2021 Spring Board meeting.

Colleen will use Google Docs for planning documents and will set this up soon. Colleen took a poll to see if more regular communication should occur with all Board members, and the result was “yes.”

Jean Michel made a motion that ASEE members voting in the election should be “active” members by June 1. Motion was seconded, and the motion was approved unanimously. A discussion occurred on whether or not nominees for board positions should be made aware of other nominees. There was not a strong conclusion on whether or not to do his.

### Continued discussion items

Lanning discussed work to update the variety of paper statuses on the canceled 2020 conference papers.

### Adjourn: approx. 1:00 pm

Minutes respectfully submitted by David Lanning, 4/25/2021.