

MINUTES

ASEE – Technological and Engineering Literacy / Philosophy of Engineering Division Annual Business Meeting

Tuesday, June 26, 2018,
Room 151B, Salt Palace Convention Center, Salt Lake City, UT

Present: C. Hilgarth, M. Abbott, A. Cheville, U. Dakeer, S. Freeza, M. Garlock, J. Gravander, J. Heywood, P.K. Imbrie, J. Krupczak, M. Mina, J. Reisel, J. Wren, Q. Zhu

1. The meeting was called to order by C. Hilgarth at 6:00 p.m.
2. Awards:

Drs. John Heywood and John Krupczak received awards for Meritorious Service to the TELPhE Division.
3. 2017 Business Meeting Minutes:

M. Mina moved to approve the minutes from the 2017 Division Business Meeting. The motion was seconded and approved on a voice vote.
4. Chair Report:

C. Hilgarth reported the following:
 - a) The TELPhE Division awards have been approved by ASEE.
 - b) The division has ~\$580 in the BASS account, and ~\$500 in operating funds.
 - c) Division membership stands at 625 members.
 - d) Overall, ASEE membership is down by ~400 members. Attendance at the annual conference, as well as the number of abstracts submitted, is also down.
 - e) Due to cross-divisional membership, the TELPhE Division has a LEES liaison (J. Gravander) and a EPPD liaison (J. Reisel), who should be able to help facilitate joint ventures with those divisions.
5. Program Chair Report:

J. Krupczak reported that TELPhE had 2 full paper sessions, a panel discussion, and a workshop at this conference. 26 abstracts were initially received, and 10 papers were published.
6. PIC III Chair Report:

C. Hilgarth reported that PIC III Chair P.K. Imbrie presented considerable data to the divisions. Two items of particular interest were (1) the Code of Conduct instituted by

ASEE for this, and future, ASEE meetings and conferences, and (2) the decrease in the number of national award nominations.

(P.K. Imbrie arrived at the meeting, and was able to provide additional information.)

J. Heywood suggested that the criteria being used to select members for Fellow grade be made clearer. P.K. Imbrie responded that he doesn't think that there currently is written criteria, but will suggest that ASEE sends out a clearer message on this issue.

P.K. Imbrie indicated that ASEE is working on a standard paper template and also making the conference papers indexable.

A. Cheville suggested that people would like to know more about what happens at the ASEE Board level, and P.K. Imbrie said that the Board is working on improving communications with the membership.

7. Nominations:

M. Mina moved that, due to the pending approval of the revised by-laws, the current officers retain their positions for one year. This motion was seconded.

Various friendly amendments were made: J. Krupczak will step down as one of the program co-chairs, and S. Freeza will be the division programchair, and K. Goodman will be asked to serve as a co-program chair.

Informally, J. Krupczak and S. Freeza will jointly manage the division website, and A. Cheville will assist as necessary. U. Dakeer will assist with the division newsletter.

J. Blake will continue to serve as the division treasurer, and J. Reisel will continue as division secretary. J. Gravander will be the LEES representative on the division executive committee, and A. Cheville will continue as a director at-large.

The amended motion was approved on a voice vote.

C. Hilgarth will ask division membership for anyone interested in serving as the second director at-large, and for anyone interested in serving as the technology literacy representative.

On behalf of the division, J. Heywood officially thanked C. Hilgarth for his past and continuing service as chair.

8. Revised By-laws

C. Hilgarth briefly presented the revised by-laws, and these will be sent out to the division for approval via electronic voting.

9. C. Hilgarth presented on the discussion from the pre-business meeting held on Sunday, June 24, 2018. The discussion at this meeting focused on where the division was heading, and what next steps would be taken.

It was moved that J. Heywood prepare a white paper on the importance of engineering and technological literacy among the broad population, with suggestions from the division board. In addition, there should be a session at the 2019 ASEE Annual Conference on this white paper, so that a final paper can be created and distributed to elected officials.

The motion was seconded and passed on a voice vote.

10. M. Mina stressed that the name of the TELPhE division needs appear consistently, as it tends to vary in various locations within ASEE. C. Hilgarth will push that it appear as written in the by-laws: "Technological and Engineering Literacy / Philosophy of Engineering (TELPhE) Division"
11. The meeting adjourned at 6:30 p.m.

John R Reisel
TELPhE Division Secretary

TELPhE 2018 Business Meeting Minutes