

MINUTES

ASEE – TELPhE Division Annual Business Meeting

Tuesday, June 28, 2022, 1:45 PM
Minneapolis Convention Center, Minneapolis, MN

Officers Present: J. Reisel, K. Goodman, S. Fatehiboroujeni, J. Camean, J. Krupczak (via Zoom), C. Hilgarth (via Zoom)

1. The meeting was called to order by J. Reisel at 1:45 p.m. and the agenda was approved.
2. The minutes of the July 2021 TELPhE Division business meeting were approved on a voice vote.
3. PIC I Chair Christi Luks provided an update from the Board of Directors.

There are approximately 3300 attendees at the conference, which is down about 500 from Tampa, FL in 2019. There are 762 sessions at the conference.

During the next divisional bylaws revision, consideration should be given to including a succession plan for officers if a division officer is unable to complete their term. Also, divisions may want to move away from using the term “Webmaster”.

The BASS account fees will be dropped in October.

The TELPhE Division has 563 members, down from 606 last year.

4. Presentation of Awards

Alan Cheville and John Heyward were awarded the Best Paper Award for their paper.

Carl Hilgarth was presented the Meritorious Award.

5. Officer Reports:

Treasurer – The division has \$1,524 in its BASS account as of June 13, 2022. This represents a decrease of \$224 since the start of the fiscal year.

Program Chair – There were 40 abstracts submitted to the division, 17 papers accepted, and 15 papers presented at the conference in 3 paper sessions. There was also a panel discussion and a special lecture.

6. Nominations were solicited for one of the Director-at-Large positions. Steve Freeza was nominated, and the nominations were closed. As there was only one nomination, Steve Freeza was elected as a Director-at-Large for a two-year term.

7. There was substantial discussion on whether the division should require a “position statement” from authors of papers as part of the submission (such as in a preface to a paper). Pros and cons were discussed, and it was decided that the division will suggest an inclusion of such a position statement as part of submissions, but not require them.
8. Alan Cheville provided an update on the state of publications in the division. There was no great progress in working with a publisher in the past year. He plans to meet with the new ASEE Communications Director once the director is settled into the job.
9. The meeting adjourned at 3:13 p.m.

Submitted by

John R Reisel
TELPhe Division Chair