

ASEE BED Minutes, 2011

BED Business Meeting, Tuesday, June 28, 2011
Vancouver Convention Center, Room 224

1. Jim Sweeney, BED Chair, called the meeting to order at 12:42 PM. Twenty-four members were in attendance. Introductions of attendees were made.
2. Minutes from June 2010 were distributed. The minutes were approved as presented.
3. Treasurer's report: Judy Cezeaux presented the treasurer's report. She discussed the revenue and expenses for the past year. It was noted that the BED also would spend \$500 for matching funds for the PIC II Special Projects Award grant that assisting in paying for the travel funds for Charla Triplett from the Biomedical Engineering Career Alliance to participate in this year's meeting. The treasurer's report was approved.
4. Vice Chair, Honors and Awards report: Aura Gimm announced the winners of this year's awards. This year, Paul H. King received the Theo C. Pilkington Outstanding Educator Award. There was no winner of the Biomedical Engineering Teaching Award. The BED Best Paper award was given to Jonathan Sanghoon Lee et al. (from the University of Virginia) for the paper entitled "Significant Factors in Successfully Matching Students to Biomedical Engineering Research Laboratories." Aura sent thanks to the committee of Rob Linsenmeier and Willis Tompkins (both previous winners of the Pilkington Award), Joe Tranquillo (former winner of the Biomedical Engineering Teaching Award), Tim Allen, and Jim Sweeney. The best paper committee was Aura Gimm, Jim Sweeney, and Paul Benkeser. The Awards Banquet last night (June 27, 2011) was a success with 30 attendees. The Best Paper will be presented in the next session at 2:15 PM in Room 116.

The Awards Committee would also like to recognize Susan Blanchard, Founding Director of Engineering at Florida Gulf Coast University, who will be inducted as an ASEE Fellow.

There was a motion presented to get the announcement of awards out earlier (early December). Motion was approved.

5. BED Chair report: Jim Sweeney gave an update on BED and ASEE membership. BED is well represented in ASEE, having 4.3% of ASEE membership. Women account for approximately 27% of the BED membership, which is higher than the 22.3% for all of ASEE. Membership in both BED and ASEE as a whole are down approximately 10%. Following a period of significant growth in the early 2000's, declines in membership followed the world financial collapse.

There was a discussion of ways to increase the BED membership. Strategies suggested included marketing the overall value of attendance at annual conference to Chairs and Deans, creating a poster/flyer for circulation, promoting bring-a-student-for-free, requesting Dean's support for first free membership, considering incentives for new members and supporting modest prizes for innovative approaches/mixers. There was a discussion about the formation of an ad hoc membership committee, chaired by Jim Sweeney. Potential members would be Gail Baura, Charlie Robinson, Maggie Slattery, and Joe Tranquillo. Finally, there was a suggestion to send an email to BED members with abstracts from the conference and perhaps a copy of the Division Best Paper.

6. Program Chair report: Tim Allen gave statistics related to BED sessions for the 2011 conference. Abstracts: 33 submitted, 2 duplicates withdrawn. Each abstract was reviewed by 3 reviewers and the 29 reviewers averaged 3.21 abstracts reviewed. Six abstracts were rejected. Twenty-five draft papers were submitted and reviewed by 32 reviewers (3 reviewers/paper, 2.34 papers/reviewer): 7 papers were accepted, 14 accepted pending revisions, 4 accepted pending major revisions, 1 of which then withdrew the paper. The BED was approved for 6 platform sessions and 1 poster session. We cancelled the poster session. This yielded 24 papers in 5 platform sessions plus one panel discussion. There were three nominations for Division Best Paper. The program includes the Council of Chairs meeting, the Awards Dinner, and the BED business meeting. There was also a comparison of statistics for BED sessions/reviewers between the 2010 and 2011 conferences. The number of submissions, accepted papers, number of reviewers, and number of sessions were similar between the two conferences.
7. Topics for 2012 meeting in San Antonio: Conrad Zapanta, Program Chair for 2012 conference in San Antonio (June 10-13, 2012) opened discussion of suggested topics for sessions/invited papers. The call for papers will go out in mid-July. There was a question if the BED wanted to sponsor any workshops. It was proposed that next year's panel for Tuesday, 7 AM slot would be on career development and be jointly sponsored by the New Engineering Educators Division. It was also proposed that in 2013 that there would be a joint session on BME Outreach with the K-12 Division.
8. Ann Saterbak, PIC II chair presented information from ASEE administration and introduced Catherine Skokan from Colorado School of Mines as the incoming PIC II chair.

Norman Fortenberry is the new executive director at ASEE, and has now been on the job for 7 weeks. He has a good sense of financials and programmatic focus and wants to reverse the membership decline.

Attendance at this conference (3700 individuals) is the highest ever, with 300 technical sessions. Monolith has proved to be a missed bag, with no crashes. Some individuals are still having issues. It was suggested that all authors need to read the Authors kit before trying to submit.

There is a policy change that identical papers can no longer be published in the proceedings of more than one ASEE meeting.

9. Election results:
 - a. Program-Chair Elect: Aura Gimm
 - b. Secretary-Treasurer: Judy Cezeaux
 - c. Vice Chair, Honors and Awards: Richard Goldberg
 - d. Member-at Large (3 year): William Guilford

10. New business

There was a reminder that reviewers need to begin the process of nominating best papers.

11. The meeting was adjourned at 1:56 PM.

Minutes submitted by Judy L. Cezeaux