

ASEE BED Minutes, 2012

BED Business Meeting, Tuesday, June 12, 2012
San Antonio Convention Center, Room 006D

1. Timothy Allen, BED Chair, called the meeting to order at 4:01 PM. Twenty-six members were in attendance. Introductions of attendees were made.
2. Minutes from June 2011 were distributed. The minutes were approved as presented.
3. Ann Saterbak, on behalf of the current PIC II chair Cathy Skokan, presented information from ASEE.

The registration numbers for the conference are larger than last year. The evaluation forms for session attendees have been discontinued, but the form for the session moderator remains. Next year, the evaluations will be online.

There is \$500 available from PIC chairs for special projects and odds are good for funding.

The division mixer was a new event this year and it got good reviews. There was free, good food available and the mixer offered opportunity to investigate joint sessions for next year.

The ASEE Board has voted to increase dues.

Norman Fortenberry, Executive Director of ASEE, reports that the budget is in line and in order. There will be a membership campaign aiming to target K-12, teaching colleges, and research universities.

The loophole allowing faculty members to use student name badges to enter sessions and the exhibit hall has been closed.

Jim Sweeney commented on the timing of the Annual Conference, stating that a conference earlier in June may overlap with the schedules of institutions on the quarter system and that this may impact conference attendance. Future annual conferences will be scheduled in the 3rd or 4th week of June.

Richard Goldberg commented that there are relatively few BED sessions and stated that it is hard to bounce between sessions due to the timing of the presentations within the sessions. He commented that there need to be standards for presentation length and that there should be 5 talks scheduled in a 90 minute session. Timothy Allen suggested that session chairs plug in specific times for each paper in a session.

4. Treasurer's report: Judy Cezeaux presented the treasurer's report. She discussed the revenue and expenses for the past year as well as the first two quarters of this fiscal year. The treasurer's report was approved.
5. Vice Chair, Honors and Awards report: Richard Goldberg thanked Aura Gimm for leaving the position in good shape. He then announced the winners of this year's awards. Art Johnson received the Theo C. Pilkington Outstanding Educator Award. Eric Kennedy received the

Biomedical Engineering Teaching Award. The BED Best Paper award was given to Steve R. Marek et al. (from the University of Texas, Austin) for the paper entitled “Controlled Drug Delivery from Alginate Spheres in Design-based Learning Course.” Richard also thanked the Awards/Best Paper committee members Mary Verstraete, Willis Tompkins, Joe Tranquillo, Rob Linsenmeier, and John Gassert.

6. BED Chair report: Timothy Allen gave an update on BED and ASEE membership. BED is well represented in ASEE, having 4.7% of ASEE membership, up from 4.3% last year. Women account for approximately 28% of the BED membership, which is higher than the 22.8% for all of ASEE. Membership in BED is up to 569 members and BED is a healthy division.
7. Program Chair report: Conrad Zapanta gave information on the BED programs at this year’s conference. There were 24 abstracts submitted; 5 abstracts were rejected and 1 reassigned. There were 14 abstract reviewers (average of 3.5 abstracts/reviewers and 3.67 reviews/abstract). BED was approved for 5 platform sessions, 1 joint panel session (with New Educators Division), and 1 poster session. There were 15 draft papers submitted (2 abstracts withdrawn after review, 1 draft paper not submitted) and 15 manuscript reviewers (3 reviewers/paper, and an average of 3 papers/reviewer). Following the first review, 1 paper was accepted, 13 were accepted pending revisions, and 1 paper was rejected. Three papers were withdrawn after review. This resulted in 11 papers presented in 3 platform sessions. The BED program also includes a Joint Panel Session, Council of Chairs Meeting (Town Hall), Division Awards Banquet, and Division Business Meeting. The BED dropped 2 platform sessions and poster session. There were 2 papers nominated for Division Best Paper.
8. Topics for 2013 meeting in Atlanta: Aura Gimm, Program Chair for 2013 conference in Atlanta (June 23 – 26) opened discussion of suggested topics for sessions/invited papers. Suggested topics included a BME Outreach session (joint with K-12 division), educational research methods, engineering ethics, etc. Workshops suggested included outreach and library/information literacy resources for BME education. It was noted that the workshops are competitive; they need to have broad appeal, perhaps involving the K-12 or Women in Engineering Divisions. We can apply for matching funds to support the workshops. Dan Cavanagh stated that the Council of Chairs may be interested in sponsoring grants to develop outreach activities. Suggested panels included BME & Public Policy. There was also a suggestion of a tour of Georgia Tech/Emory. The idea of having a work-in-progress poster session was introduced and it was suggested that this may foster cross-institution collaboration. Jim Sweeney stated that he attended such poster sessions in other divisions and it looks promising. Ann Saterbak noted that we want to maintain the quality of our papers and that this may be a mechanism to optimize paper quality. Michael Rust gave two options as to the method by which papers would be assigned to the poster session: 1) the author would designate it as a work-in-progress or 2) the Program Chair would slot it into the poster session. Michelle Grimm suggested a Best Poster Award would provide feedback to authors. There was a motion to develop a work-in-progress poster session with a Best Poster Award. The motion passed and the executive committee was tasked to follow through with the Best Poster Award.
9. Election results:
 - a. Program-Chair Elect: Joe Tranquillo
 - b. Secretary-Treasurer: Judy Cezeaux
 - c. Vice Chair, Honors and Awards: Richard Goldberg
 - d. Member-at Large (3 year): Michael Rust

10. New business

Jim Sweeney discussed how to increase BED membership as well as attendance at the Annual Conference. Dan Cavanagh suggested that the BED advertise at the BMES Annual Meeting, having either a booth or reception, handing out flyers in the BMES Education sessions, or hosting a working. It was noted that we need promotional materials. Additionally it was suggested that there needed to be value-added for BED members, such as members only access to electronic resources. It was noted that we could create a BED website.

11. The division thanks Timothy Allen for his work as Division Chair.

12. The meeting was adjourned at 5:44 PM.

Minutes submitted by Judy L. Cezeaux