

## ASEE BED Minutes, 2016

BED Business Meeting, Tuesday, June 28, 2016  
Ernest N. Morial Convention Center: Home, Room 254

1. Ann Saterbak, BED Chair, called the meeting to order at 8:02 AM. Thirty eight members were in attendance. Introductions of attendees and current officers were made. Ann then gave the BED Chair's report. BED has approximately 500 members, but only about 50 members are active. She would like the Division to use its available funds to increase the vibrancy of the BED sessions to fulfill our mission to improve BME education.
2. Minutes from June 2015 were distributed. The minutes were approved without corrections.
3. Treasurer's report: Judy Cezeaux presented the treasurer's report. She discussed the revenue and expenses for the past fiscal year (FY15) as well as in progress information on revenue and expenses for FY16. The treasurer's report was approved.
4. Vice Chair, Honors and Awards report: Michael Rust announced this year's award winners. The Pilkington Award winner is Conrad Zapanta, Carnegie Mellon University. The Teaching Award winner is LeAnn Dourte Segan, University of Pennsylvania. The Best Paper Award winners are LeAnn Dourte Segan and Emily Elliott, University of Pennsylvania for their paper entitled "Group Problem Solving Coupled with Hands-on Activities: Conceptual Gains and Student Confidence in an Introductory Biomechanics Course." Travel Award winners are Molly Mollica, Ohio State University and Rachel Sattler, Columbia University. Mike noted that the number of nominees for the Pilkington, Teaching, and Travel Awards were on par with previous years. He also mentioned that we would like to see more nominees from more universities in the future. He thanked the awards committee members: Alyssa Taylor, University of Washington; Kristine Csavina, Arizona State University; Hans van Oostrom, University of Florida; Arthur Johnson, University of Maryland; Paul King, Vanderbilt University; Mary Staehle, Rowan University; Renata Ramos, Rice University; and Willis Tompkins, University of Wisconsin.
5. Program Chair report: Will Guilford gave information on the BED programs at this year's conference. There were 39 abstract submissions which yielded 27 presentations (11 platform, 16 Work in Progress posters) for a yield of 69%. This year, BED has a poster session, 3 platform sessions, a panel discussion "Textbooks in BME: Printed, Online, and Open Source" co-sponsored by the Engineering Libraries Division, the BED annual business meeting and Awards Dinner. Three prospective sessions were realized: courses and curricula, experiential and global learning, and pedagogy and assessment. Proposed sessions on student research and design and laboratories and projects did not come to fruition. Will compared this year's submission/acceptances statistics with those from Seattle (2015) and Indianapolis (2014) as well as the final paper/poster counts for this year compared to previous conferences going back to 2011. Issues noted this year included unclear prompts from the review management system, reviewers often did not take into account "Work in Progress" requirements vs. full paper requirements, and WIPs converting to full papers circumvent stringent review. He also opened discussion of our goals for the Division mixer. New members to the BED appreciated meeting division members. There was discussion of coming up with a pamphlet to hand out at next year's mixer. Mary Verstraete volunteered to work on a BED log for banners/pins.
6. Topics for 2017 meeting in Columbus: Rachael Schmedlen, Program Chair for 2017 conference in Columbus, OH (June 25 – 28) opened discussion of suggested topics for technical sessions, workshops, panel discussions, and poster sessions. It was decided to keep the same general categories from last year. Suggested workshops/panels were clinical collaboration (immersion & beyond), problem-based projects or design projects in the 1<sup>st</sup> and 2<sup>nd</sup> year, industry engagement and partnerships, next generation of BME, and partner with ERM Division (theoretical frameworks, qualitative assessment; how could we incorporate into

our teaching?). She also discussed initiatives to convert posters to full papers and suggested a Work in Progress technical session where there would be a 5 minute overview of each paper and then attendees could visit authors for a more in depth discussion. Other ideas included an undergraduate co-curricular initiatives session (perhaps a design competition). This initiative could include the BME Council of Chairs or the BMES education committee. Another suggestion was a session on the design of K-12 modules. Rachael also mentioned the newsletter as a tool to encourage planning for assessments, and converting teaching into papers.

7. Elections: Joe Tranquillo, Past Chair and Chair of the Nominating Committee went over the elected positions within the Division. Continuing officers following this meeting include Division Past-Chair and Chair of the Nominating Committee: Ann Saterbak, Rice University; Division Chair: Will Guilford, University of Virginia; Program Chair: Rachael Schmedlen, University of Michigan; Members-at-Large: Kristine Csavina, Arizona State University (2014-2017); and Alyssa Taylor, University of Washington (2015-2018). Elections were held for the open officer positions. The elections results:
  - a. Program-Chair Elect: Richard Goldberg, University of North Carolina, Chapel Hill
  - b. Secretary-Treasurer: Judy Cezeaux, Western New England University
  - c. Vice Chair, Honors and Awards: Michael Rust, Western New England University
  - d. Member at Large (2016-2019): Renata Ramos, Rice University
8. BED Bylaws Changes: Conrad Zapanta presented a draft of proposed bylaws for approval. Charles Robinson moved for a friendly amendment changing the proposed section on dues from “Changes to the dues of the Division must be approved by a majority vote by those present at Business Meeting to be held at the Annual Conference” to “Changes to the dues of the Division must be approved by a majority vote by those members present at Business Meeting to be held at the Annual Conference.” Sarah Rooney seconded the motion. The vote was 37 for, no against or abstentions. Joe Tranquillo then moved to approve the amended draft bylaws and Hans van Oostrom seconded. The vote to approve the draft bylaws was 37 for, no against or abstentions.
9. Ann Saterbak then started a discussion as to the Division dues for the next year. Charles Robinson moved to keep the dues at \$5 for next year. Michelle Grimm seconded the motion. The motion passed.
10. New business: Will Guilford reported on information from the PIC II meeting. There is a 58-59% conversion rate of abstracts to papers. The BME membership has dropped from 560 in January 2013 to 469 in June 2016. He also asked if there was any interest in mid-year division meetings? There was not significant interest. Ann Saterbak then discussed the idea of a BME-education focused journal similar to Chemical Engineering Education.
11. The meeting was adjourned at 9:35 AM.

Minutes submitted by Judy L. Cezeaux, June 2017