



Minutes
2011 ASEE Annual Conference
ECE Division Business Meeting
Vancouver, BC Canada
Monday June 27, 2011

Present: List of attendees is provided at the end of the minutes.

1.) *Welcome and Introductions (Leonard Bohmann, Chair)*

The meeting was called to order by ECE Division chair, Leonard Bohmann, at 7:03 a.m. He welcomed attendees to the meeting. Next, attendees introduced themselves.

2.) *Approval of Agenda*

Leonard Bohmann moved to approve the agenda. It was unanimously approved.

3.) *Approval of June 2010 Meeting Minutes*

Leonard Bohmann moved to approve the minutes. The motion was seconded and was unanimously approved.

4.) *PIC Chair's Report (Stephanie Adams, PIC I Chair, if present)*

Due to another meeting that Stephanie had to attend prior to this meeting, her report was postponed to the later time when she is present.

5.) *Treasurer's Report (Ali Eydgahi, Secretary-Treasurer)*

Ali Eydgahi gave the treasurer's report. The financial statement from ASEE for the period 10/1/2010 through 3/31/2011 listed a beginning balance in the BASS account of \$27,972.96, revenue of \$2,301.18 (primarily dues), and an ending balance of \$30,274.14. For the operating account, no revenue or expenditures were listed on a balance of \$999.00.

6.) *2011 Program Report (Agnieszka Miguel, Program Chair)*

Agnieszka Miguel provided an overview of the ECE Division program and acknowledged efforts by all officers provided in submission and review process.

The final program consists of 12 technical sessions on Monday through Wednesday and poster, panel, and discussion sessions. The ECE Division also facilitates the IEEE Education Society Business Meeting on Monday night.

The 2011 program data was given as follows:

Abstracts submitted	152
Abstracts accepted	126
Papers submitted	94
Papers accepted	70
Papers published	54
Number of Reviewers/Paper	3
Number of Reviewers	155
Number of Papers in Poster Session	10
Number of Sessions in Parallel	4 (Two 2-sessions at the same time)

Leonard Bohmann asked whether having parallel sessions was a good idea and if attendees preferred this approach.

Also, there was a question whether it's a good idea to ask authors about their preference for oral or poster presentation.

7.) *Awards Committee Report (Ed Jones, Awards Committee Chair)*

Ed Jones reported on the committee's activities. He stated that some minor changes for Terman Award criteria has been proposed in consultation with HP to include Computer Engineering into the criteria. Then, he requested that the change be approved. The motion for proposed word changing was moved, seconded, discussed, and was unanimously approved.

8.) *The Interface Newsletter Update (Leonard Bohmann, Chair)*

Bohmann talked about the Interface newsletter and indicated that the newsletter is jointly published with IEEE Education Society. The website of the newsletter is: <http://ieeetheinterface.wordpress.com/>. He then presented a page from Interface and stated that two members of ECE executive members (Bohmann and Miguel) are in the Editorial Board. He continued by stating that we wanted to continue this practice in the future. He also likes to change the Bylaws to have an electronic forum. He added that his plan will be discussed at the IEEE Education Society session in the afternoon. He feels it's time to change the newsletter to electronic form and also have opportunity for the reader to provide their comments and ideas on the Interface.

9.) *Interdivisional Collaboration (Diane Rover, Chair-Elect)*

Dian Rover reported on interdivisional collaboration activities at ASEE and related sessions on Monday and Wednesday. She also talked about PIC reorganization of councils and how divisions are organized within councils.

Bohmann talked about how to avoid having conflict of scheduling for sessions within ECE division and/or with other divisions which there is collaboration.

A number of ideas were presented by attendees as how divisions are doing scheduling of their sessions. One idea presented was to use the paper number as a tool for determining and avoiding any conflict of scheduling papers for authors who have more than one paper to present.

10.) Call for Papers, Volunteers, Topic Ideas, Workshops, Panel Sessions, Distinguished Lecturer (Leonard Bohmann, Chair)

Bohmann indicated that we can have 2 panel discussions next year and also will have workshops and distinguished lecturers sessions. He invited input on the call for papers, paper sessions, panel discussions and other program ideas.

An idea of having a discussion session instead of presentation session was presented so that the authors have a one or two slides for their presentation that would trigger involvement of participants in a discussion. It was mentioned that Circuit and Electromagnetic topics should be considered for this new idea, instead of current trend that is presenting tools as how to teach these topics.

Reid Bailey from University of Virginia presented his proposed workshop entitled “Developing Curricula and Courses that Integrate Systems Engineering Design and Electrical Engineering” for next year. He stated that the workshop will be sponsored and funded through a NSF grant that he has been awarded.

James Conrad from UNC Charlotte also requested to have a workshop on “Microprocessor and embedded system” next year.

A motion to have these two workshops in the next year program was moved, seconded, and unanimously approved.

11.) Presentation of ECE Division Awards (Leonard Bohmann, Chair)

Bohmann presented the ECE Distinguished Educator Award to John Orr.

The ECE Meritorious Service Award was granted to Dennis Silage. However, Silage was not present to receive it.

The Terman Award was given to Tony Givargis, author of “Embedded System Design”. This award was presented to Givargis at Frontiers in Education, Rapid City, SD on October 13-15.

Next, Stephanie Adams, PIC I Chair, was ready to present her report.

She stated that there are 54 nominees for Executive Director position.

Then, added a new rubric (objective based) has been developed for selecting the best paper of the conference that will be used by PIC chairs to select the best paper. She indicated that each division will be asked to put forward only one paper for selection by PIC.

She reported that special project fund will be available to support division to provide to faculty for innovative projects. The guidelines will be sent out after conference. Last year was the first time for this activity. This fund can be used as honorarium to support faculty, graduate students,... who can come up with innovative ideas. PICs will be collecting any issues and problems that need to be taken care of and addressed.

12.) Election of 2011-2012 Officers (Hossein Mousevinezhad, Nominations Chair)

Hossein Mousevinezhad presented ballots for the election of Secretary/Treasurer officer. Two candidates were presented:

- i. Chris Greene, University of St. Thomas
- ii. Graham,

Greene was elected as Secretary/Treasurer. Attending the new officer orientation session was recommended to him.

13.) Announcements

It was announced that the future conference dates and locations will be as follows:

June 10 – 13, 2012	San Antonio, Texas
June 23 – 26, 2013	Atlanta, Georgia
June 15-18, 2014	Indianapolis, Indiana
June 14-17, 2015	Seattle, Washington

14.) Old and New Business

Bohmann discussed idea of having “work in Progress” paper sessions for division or ASEE. There was a discussion on the topic and different points of view were presented by attendees. It was stated that his idea has been successfully implemented by FIE conference. It was suggested that these types of papers should be identified at the beginning and be scheduled in the Poster session.

Then, Bohmann opened discussion on Special Project funding. Idea of having a committee on mentoring new faculty program was explored. Jin Conrad showed interest to work on this committee.

Next, Bohmann talked about the need for a process that can be used for selecting the best paper to be sent to PIC for award. He proposed ECE division to have its own best paper award too. He stated that other divisions have Best Paper session, in which 4 to 5 papers are presented and one will be selected to be sent to their PIC. It was decided to work on the process for selection of the best papers of the division.

15.) Adjournment

The meeting was adjourned at 8:45 a.m.

Respectfully Submitted,

Ali Eydgahi,

Secretary, 2010-11

List of Attendees, 2011 ECE Division Business Meeting

1.	Herbert Hess	University of Idaho	hhess@uidaho.edu
2.	Leonard Bohmann	Michigan Technological University	ljbohman@mtu.edu
3.	James Conrad	UNC Charlotte	jmconrad@unc.edu
4.	Victor Nelson	Auburn University	nelsovp@auburn.edu
5.	Agnieszka Miguel	Seattle University	amiguel@seattleu.edu
6.	Charles J. Robinson	Clarkson University	c.robinson@ieee.org
7.	Sheila Ross	MSOE	ross@msoe.edu
8.	Susan Lord	USD	slord@sandiego.edu
9.	Owe Peterson	MSOE	Peterson@msoe.edu
10.	Ali Eydgahi	Eastern Michigan University	aeaydghi@emich.com
11.	Sally Wood	Santa Clara University	swood@scu.edu
12.	Hossein Mousavinezhad	Idaho State University	mousseye@isu.edu
13.	Jenna Carpenter	Louisiana Tech.	jenna@latech.edu
14.	Diane Rover	Iowa State University	drover@iastate.edu
15.	Mani Mina	Iowa State University	mmina@iastate.edu
16.	Edwin C. Jones	Iowa State University	n2ecj@iastate.edu
17.	Satish Udpa	Michigan State University	udpa@egr.msu.edu
18.	Satinderpaul Devgan	Tennessee State University	sdevgan@tnstate.edu
19.	John Orr	WPI	orr@wpi.edu
20.	Dale Buechler	University of Wisconsin-Platteville	buechlerd@uwplatt.edu
21.	Chris Greene	University of St. Thomas	csgreene@stthomas.edu
22.	Joel Falk	University Pittsburgh	falk@pitt.edu
23.	Carla Purdy	U of Cincinnati	Carla.purdy@uc.edu
24.	Reid Bailey	U of Virginia	rrbailey@virginia.edu
25.	Bob Throne	Rose-Hulman	throne@rose-hulman.edu
26.	Mark Conway	Net App	mark.conway3@netapp.com
27.	Nicolas Younan	Mississippi State University	younan@ece.msstute.edu
28.	Pat Daniels	Seattle University	daniels@seattleu.edu
29.	Don Peter	Seattle Pacific University	dorp@spu.edu
30.	Andrew Dozier	University of Louisville	andy.dozier@louisville.edu
31.	Stephen Phillips	Arizona State University	Stephen.phillips@ieee.org