

ASEE 2016
ERM Business Meeting Agenda
Monday, June 27, 2016
7:00- 8:30pm
Room 242, New Orleans Convention Center

Attendance:

Matthew Ohland	Purdue University
Euan Lindsay	Charles Stuart University
Marisa Orr	Clemson University
Beth Eschenbach	Humboldt State University
Jim Morgan	Charles Stuart University
Senay Purzer	Purdue University
George Ricco	University of Kentucky
Meagan Kendal	UTEP
Mel Chua	Olin College
Jaqi McNeil	Louisville University
Anastasia Rynearson	Purdue University
Erin McCave	University of Houston
Courtney Faber	College of New Jersey
Quamrul Mazumder	University of Michigan – Flint
Renata Revelo	University of Illinois – Chicago
Alex Mejia	Angelo College
Ken Yasuhara	University of Washington
Sarah Zappe	Penn State
Chris Herring	University of Georgia
Katie Nelson	Arizona State University
Matthew Verleger	Embry Riddle
Stephanie Cutler	Penn State
James Pembridge	Embry Riddle
Cheryl Carrico	Virginia Tech
Jean Mohammadi-Aragh	Mississippi State University
Lisa Benson	Clemson University
David Knight	Virginia Tech
Michael Caplan	Arizona State University
Archie Holmes	University of Virginia
P.K. Imbrie	Texas A&M
Cindy Finelli	University of Michigan
Alexandra Coso-Strong	Olin College

Wendie Kappers	Embry Riddle
Daniel Knight	University of Colorado
Daria Kotys-Schwartz	University of Colorado
Deb Grzybowski	Ohio State University
Kerrie Douglas	Purdue University
Jeremi London	Arizona State University
Charlie Pierce	University of South Carolina
Michael D'Antonio	New Mexico State University
Vake Grohs	Virginia Tech
Nur Sisworahardjo	University of Tennessee - Chattanooga
Allison Godwin	Purdue University
Adam Kirn	University of Nevada-Reno
Rob Slezper	MNSU
Liz Hill	University of Minnesota-Duluth
Toni Richardson	University of Houston
Dian de la Rosa-Pohl	University of Houston
Dan Bursleson	University of Huston
Croy Brozina	Virigina Tech
Adam Carberry	Arizona State University
Micah Lande	Arizona State University
Monica Cardella	Purdue University

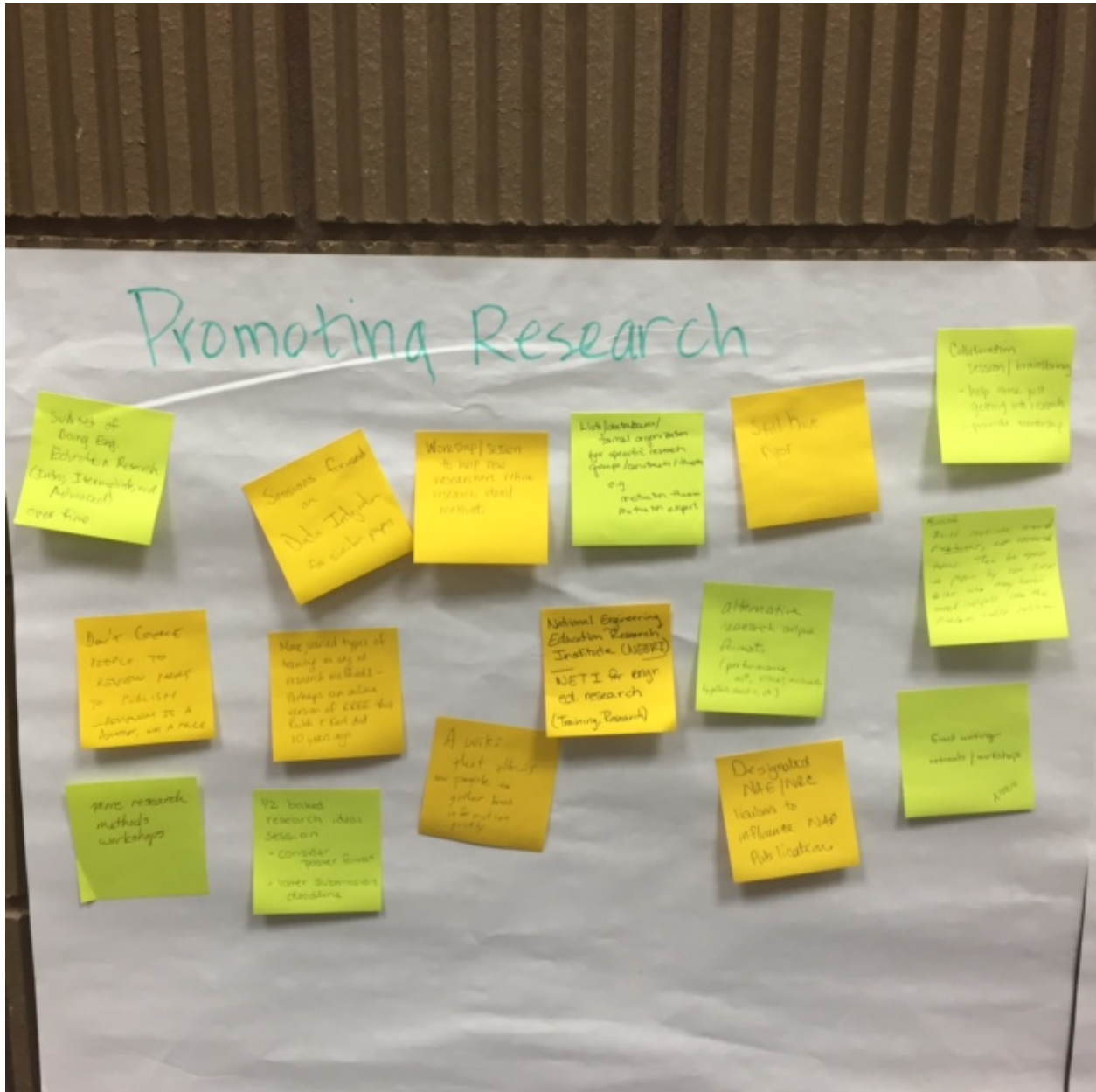
I. Consent Agenda

Reports from ERM leaders:

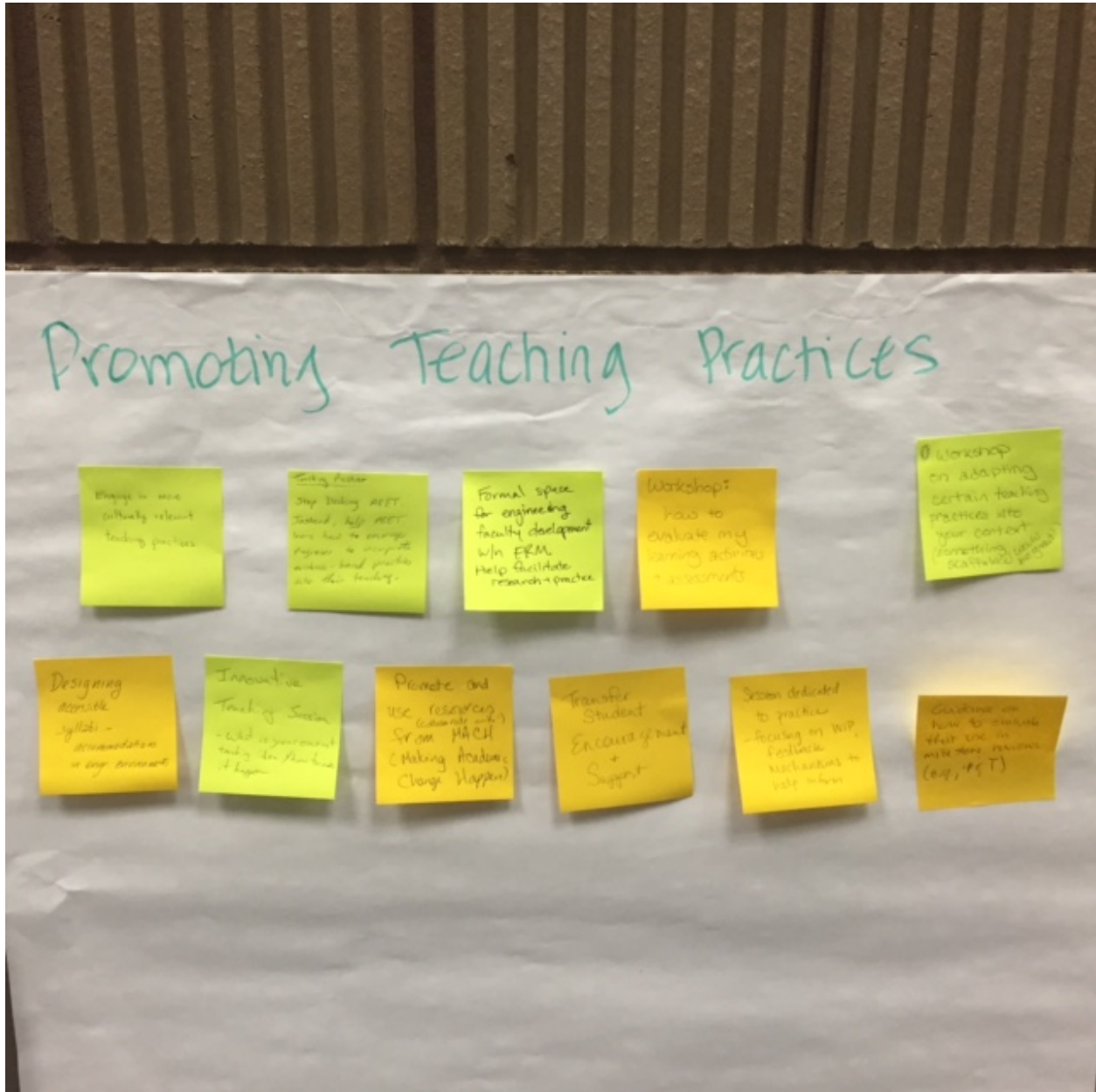
- Chair – Monica Cardella
- Secretary/Treasurer – Adam Carberry
- Vice Chair for ASEE 2016 – Lisa Benson (attached)
- Vice Chair for ASEE 2017 – Matthew Verleger
- Vice Chair for FIE 2015 Programs – Şenay Purzer
- Vice Chair for FIE 2016 Programs – Holly Matusovich; no report
- Webmaster – Geoffrey Herman; nothing to report
- Vice Chair for Publications – Glenn Livesay; no report
- Nominating Committee – James J Pembridge
- Apprentice Faculty Grant Committee – Nadia Kellam
- Best Paper Award for 2016 ASEE Conference – David Knight
- Benjamin Dasher Award Committee – Noemi Mendoza; no report
- Helen Plants Award Committee – Marisa Orr
- Directors Report – Sarah Zappe and Daria Kotys-Schwartz
- Diversity Delegate/At Large Director – Julie Martin

- Interdivisional Cooperation Delegate/ At Large Director – Alan Cheville
 - FIE Steering Committee – Beth Eschenbach, Archie Holmes, & Jim Morgan
2. Introductions – each attendee announced their name and institution (see attendance below).
 3. Officer Changes
 - Secretary-Treasurer – Adam Caberry transitioning to Jeremi London
 - Directors – Daria Koys-Schwartz & Sarah Zappe transitioning to Brent Jeseik & Alexandra Coso-Strong
 - Helen Plans Award Committee – Marisa Orr transitioning to Jaqi McNeil
 - FIE Special Sessions – Allison Godwin
 - FIE General Chair – Bill Oakes
 - ASEE 2018 Program Chair – Deb Grzybowski
 - Vice-Chair for Publications – Glen Livesay rotating off after 11 years of service; no replacement identified to date
 4. Opportunities to Get Involved with ERM
 - Submit papers to ASEE and FIE
 - Join committees (Ex. reviewers for best paper, AFG, specials sessions at FIE, etc.)
 - Program Chair for FIE 2017
 - Hosting future FIE conferences – 2019, 2020, and 2021 still open (Note: FIE 2017 in Indianapolis, IN and FIE 2018 in San Jose, CA)
 - General involvement: Contact Monica Cardella

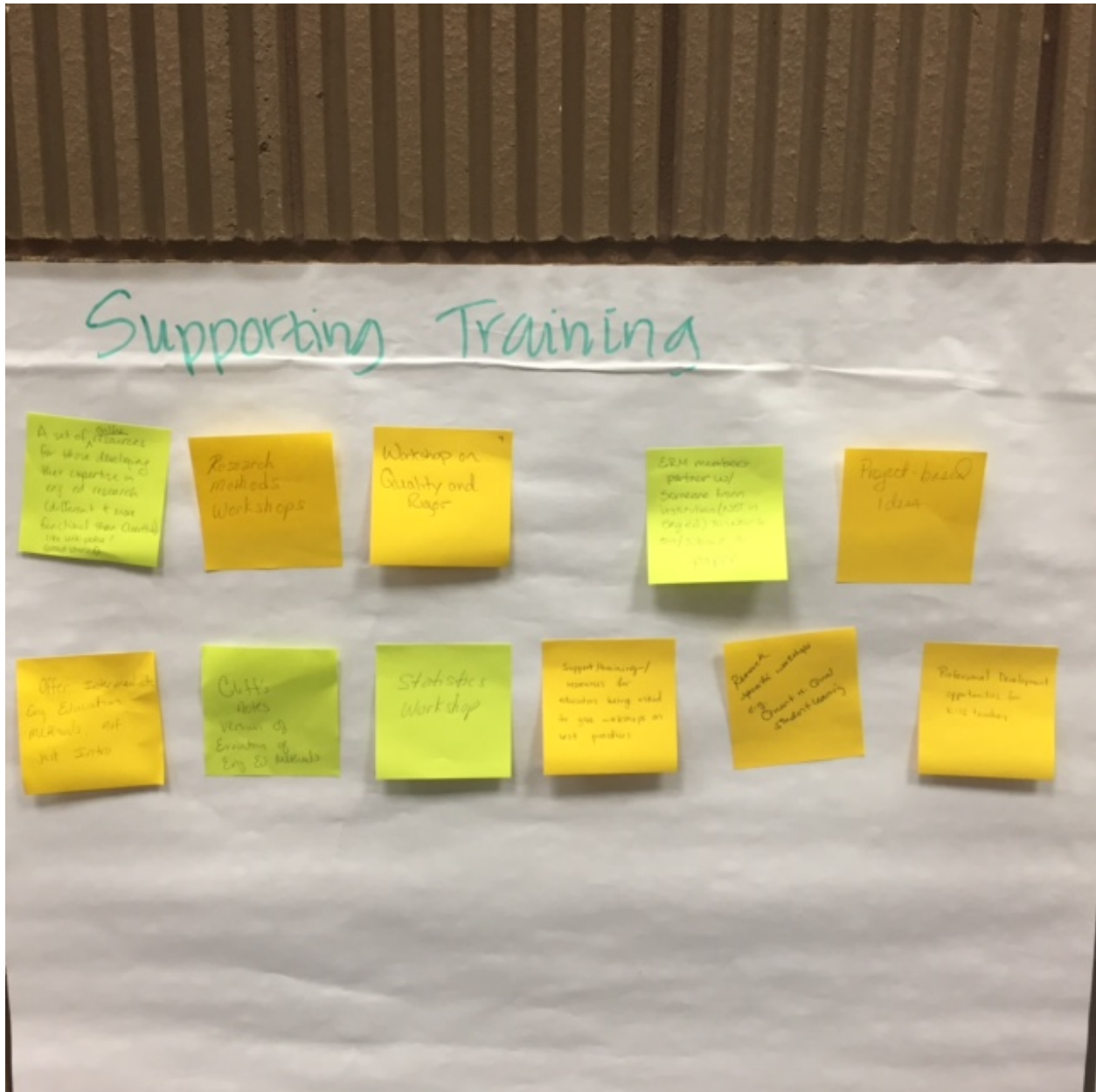
- Promoting Research
 - Workshop held by Sarah Zappe, Daria Kotys-Schwartz, and Cindy Finelli to introduce participants to engineering education research (33 attendees)



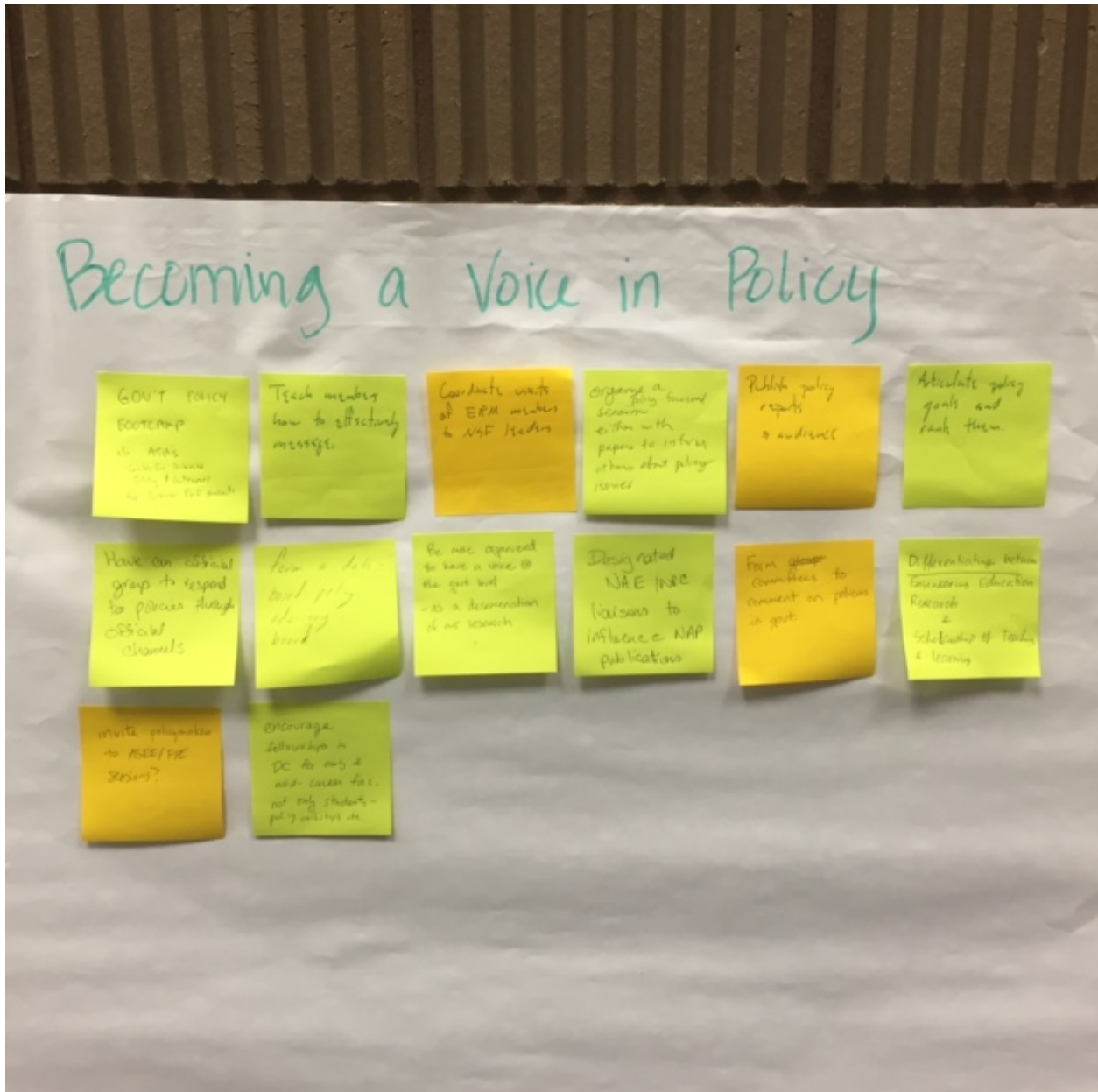
- Promoting Teaching Practices



- Supporting Training



- Becoming a Voice in Policy
 - New diversity committee within ERM



6. Additional Updates from the Executive Board/Officers

- NETI (submitted by Matt Ohland)
 - NETI-1a was held January 6-8, 2016, in San Diego, CA, for 45 attendees. The Institute successfully transitioned from the leadership of Rich Felder, Rebecca Brent, and Mike Prince to the leadership of Susan Lord, Matt Ohland, and Mike Prince. NETI-1a evaluations were: 28 Excellent, 11 Good (an average of 4.7 out of 5).
 - NETI-2 (the sequel) was held June 1-2, 2016, in Washington, DC, for 40 attendees. The areas of focus are cooperative learning, managing student teams, and problem-based learning. NETI-2 evaluations (which are generally harsher than NETI-1) were: 18 excellent, 14 good, 1 average and 1 fair (an average of 4.4 out of 5).
 - NETI 1-b was held June 23-25, 2016, in New Orleans, LA, for 64 attendees because registrations were processed well past the desired target of ~50. NETI-1b evaluations were: 34 excellent, 16 good, and 1 fair (an average of 4.6 out of 5).
 - Started in 1991
- Program Chair – Lisa Benson
 - Alternative formats for WIPs – handpicked moderators for this year with new format
 - Scheduled all WIP in the same room because no alternative seating setup, but had to reset the room at the end of the day
 - 1 other alternative format (special request by Mary Besterfield-Sacre) – related paper set; all papers separately reviewed – request from multi-institution project; special session (had to retrofit within the current system)
 - Distinguished lecturer – Donna Riley, Wednesday (look up title) – 11:30 in 342 – had to be proposed and accepted (Note: ABET contested what she had written up; 1st time and outside organization “messed with our stuff”)

7. PIC Chair Report – Teri Reed (incoming chair; current chair – Maura Borrego)

- Overall conference
 - 635 total sessions
 - 1683 papers
 - 58.6% papers published form abstracts
- Division Overview (13 total divisions)
 - best paper from Engineering Ethics
 - 5 divisions participated in best diversity paper
 - dues range from \$3-\$7; two divisions have no dues
 - some divisions still lacking an updated website
 - bylaws updated for all divisions between 2005 and 2015
- Membership
 - Current ASEE membership is 11,458 (Note, was as great as 13,838 in 2008, but relatively constant over the last 3 years)

- Annual meeting attendance was greater than 4,200
- PIC IV largest (7557 as of June 2016) – 0.5% decline since June 2013
- 3 divisions have increased membership – engineering ethics, NEE and student division
- ERM still the largest in PIC IV (1402 as of June 2016 – 12% of ASEE membership)
 - Approx. 45% females membership
 - Below 20% minority membership
- Successful changes from 2015 conference
 - 30% admin fee applied to BASS account revenue starting Oct. 1, 2015
 - BASS balances up, expenditures down
 - Updated timeline on Monolith and transparent, streamlined expensing
- Important Announcements
 - Update officer list by July 15, 2016
 - Complete financial signature form (Chair & Treasurer) by July 15, 2016
- 2017 timeline
 - July – officer update & division call for papers
 - Sept – workshops & distinguished lecturers prep
 - Oct – abstracts due
 - Nov – workshops & distinguished lectures due; abstract decisions; session requests
 - Jan – papers due
 - April/May – finalize sessions; final paper submissions
- 2015-2016 – Year of Action on Diversity
- 2016-2017 – Year of Action on P-12

8. Other Business

- Motion to allow FIE steering committee to use the ERM list serve as a resource to recruit/invite reviewers. Motion made by Mike DeAntonio. Seconded by PK Imbrie (amongst others). Motion passed.
- AFG award Winners: Anastasia Rynearson, Jackie McNeil, Justin Hess, Courtney Faber and Laura Hirshfield

Reports from ERM Leaders

Chair: Submitted by Monica Cardella

In this report, I highlight a few of the major initiatives that other ERM members are leading as well as other major activities and considerations from the past year.

- Diversity Initiatives: Under Julie Martin's leadership we are in the process of revising our bylaws to add a diversity statement; we are considering creating a standing diversity committee; and Julie is serving as ERM's representative to the ASEE Diversity Committee
- ABET has been a major concern for ERM as well as the broader ASEE this past year. Alan Cheville is serving as ERM's representative on the Interdivisional Cooperation Committee, which is presenting a Town Hall meeting to get feedback on the proposed ABET criterion changes at 3pm on Tuesday in room 345. ERM members Mary Besterfield-Sacre and Larry Shuman served as ERM's delegates to the Virtual Conference that was held March 6-8 in preparation for the 2016 Interdivisional Town Hall Meeting.
- Documentation: We have increased our documentation processes in the past year, particularly in documenting the roles, responsibilities and practices of the Program Chairs. Senay Purzer, Ari Korhonen and Mani Mina, Program Co-Chairs for FIE 2015 led this work by developing a FIE Program Committee Handbook to be shared with future FIE Program Chairs. Likewise Lisa Benson, ASEE Program Chair for 2016 has created a document for ASEE Program Chairs.
- Membership: As of June 23, ERM has a membership of 1,448. However, I have heard from several ERM members this past year that there have been some "glitches"—some members discovered that they had been removed from the ERM membership list inadvertently. How can you tell if you are on the membership list? You should receive ERM Announcements on the 1st & 15th of the month. If you are not receiving these emails, please contact Tim Manicom (Manager, Membership Services) or me. Why should you be a member of ERM? (A) Your dues support our programs; (B) only members receive the emails sent out to the ERM listserv; (C) as a member you can vote in ERM elections/ on bylaw changes; (D) as a member you can provide input into ERM decisions and activities.
- Building Community: Sarah Zappe, Daria Kotys-Schwartz and Kathryn Jablokow (ERM Directors) organized ERM's second welcome breakfast to provide an opportunity for people to learn more about ERM and be "welcomed" into the ERM community. As chair, I look for ways to help ERM members become more involved with ERM—whether by leading a committee, serving as an Apprentice Faculty Grant mentor, serving on a committee, or finding another way to get involved with ERM. Your ideas, perspectives, experiences can make a critical contribution to the work of ERM!

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Secretary/Treasurer Report: Submitted by Adam Carberry

ASEE: Accounting continues to go through changes. Since June 2014, there have been 5 Staff Accountants in charge of division requests, disbursements/reimbursements, and reporting. Recent communication has been through ASEE Controller and Director, Douglas Black, while new Staff Accountant (announced April 18, 2016), Felice Boglin gets up to speed.

BASS Account: At this time, I am unsure of exactly where our BASS stands. The last report received from ASEE was September 29, 2015. At that time our BASS account balance was \$49,605.40

Operating Account: At this time, I am unsure exactly where our Operating Account stands. The account should have been zeroed at the end of the fiscal year, at which point we had \$152.72 (we typically aim to zero this account out before the end of the fiscal year, but ASEE pulled funds from BASS that I had requested be pulled from Operating).

Outstanding Expenditures: As of 6/6 we have \$17,025.00 in outstanding costs (Brouhaha expenses, awards, and other reimbursements).

Expected Expenditures: Additional costs between now and the June meeting will include more Brouhaha expenses, distinguished lecturer expenses and honorarium, and other award expenses (e.g., plaques, etc.).

Revenue: FIE 2015 earned us \$20,580.12. We should also see BASS revenue from October 2015 - June 2016.

Reminder: All deposits to the BASS account will now be subject to a 30% tax by ASEE, including the amount listed above for FIE.

UPDATE: A report was received on June 24th from ASEE. Missing are member allocations between June 2015 and December 2015 as well as March 2016 – June 2016.

Current balance – BASS – \$48,128.73; operating \$1432.00

Vice Chair for ASEE 2016: Submitted by Lisa Benson

Conference Papers

The Call for Papers for ASEE 2016 was posted to the ASEE conference website in July 2015, including changes that were introduced in the 2015 ERM sessions that were further refined: We accepted “Works in Progress” (WIPs) as an alternative to the typical three paper categories (Research Paper, Theory Paper and Evidence-Based Practice Paper). With the understanding that authors would be seeking more of a dialog about their work (as opposed to a standard podium presentation with limited time for discussion), we stated that all WIPs would be presented in an alternative format, either round table discussions or poster sessions (or some combination of both). Based on feedback from members on how these formats went at ASEE 2015, roundtable discussions seemed to be an acceptable format for most authors. However, these options were not explicitly offered to full paper submissions, which ended up

to be a good thing because the conference venue will not be conducive to alternative formats. We will be able to set up one of our rooms each day in an alternative format (i.e. one or more circles of chairs), but we will need to put the chairs back in theatre seating arrangement at the end of the day because the room will be used by other divisions the following day (except Wednesday).

WIP session formats are being organized by the session moderators, who were contacted in May and asked to contact authors in their sessions to let them know what the format would be for their session.

- A total of 248 abstracts were submitted.
- We had 301 reviewers.
- Two reviews per abstract were completed resulting in 31 reject decisions.
- A total of 247 papers were submitted (20 abstracts accepted but no paper submitted; a few other papers were transferred in from other divisions. Don't ask about the rest of the math; Monolith is a mysterious portal.) By the numbers:
 - 103 accepted with minor revisions (no re-review required)
 - 59 required major revisions and re-review (sent back only to reviewers who recommended major revisions)
 - 46 rejected
 - 45 withdrawn
 - Final count: 127 papers finalized and published

Best Diversity Paper

As the lead author on the 2015 Best Diversity Paper, Julie Martin was asked to establish a procedure for selecting the Best Diversity Paper. The titles and abstracts of all papers that were flagged as being diversity related by reviewers were compiled by the program chair, and last year's winners reviewed the list. This year, 42 papers were identified by reviewers as being diversity related, 21 of which were WIPs, which were deleted from the list. The program chair downloaded the remaining 21 papers and forwarded them to the reviewers, who then ranked the papers based on the 2015 Best Diversity Paper Rubric (Content, Focus and Language). The winner was selected as the paper with the highest average ranking. The ERM Best Diversity Paper, "Turning away" from the Struggling Individual Student: An Account of the Cultural Construction of Engineering Ability in an Undergraduate Programming Class (Paper ID: 14736), by Stephen Secules, Andrew Elby and Ayush Gupta, was also selected as one of the top 6 diversity-related papers at the conference, and will be presented at a special session, ACTION ON DIVERSITY - Best Diversity Papers on Monday 1:15 – 2:45 in NOCC Room 269, which ERM is co- sponsoring.

Best Paper Award

David Knight was in charge of selecting the Best Paper Award, and assembled a committee to review the nominated papers. Any paper with a reviewer's recommendation for Best Paper or with 2 or more Excellent ratings was put forward, with the program chair forwarding blinded papers to the Best Paper committee to select the winner. (Program chair had to review the names of the reviewers and the nominated authors, and had to alert David about a few conflicts of interest, where nominees were also on the selection committee.) Ten papers were

nominated but 5 of these were WIPs, which were deleted from the list. The remaining 5 papers were ranked and the winner was selected as the paper with the highest average ranking.

Special Sessions and Workshops

This year we had 4 pre-conference workshop proposals and 4 special session proposals. • Reviewers were asked to rank proposals based on the primary objectives of ERM:

- To what extent does the proposal promote scholarly educational research methodologies on learning and methods of engineering instruction?
- To what extent does the proposal disseminate knowledge on engineering teaching and learning?
- To what extent does the proposal encourage efforts to improve instruction through development of innovative materials and techniques, sound instructional designs, and improved evaluation methodologies?
- To what extent does the proposal enhance the status of teaching in the university and beyond?

I sent out 2 workshop proposals to 4 reviewers (so each proposal received 2 reviews). Because there is no limit to the number of workshops we offer, any with an acceptable rating was accepted. We accepted 4 pre-conference workshops; one withdrew. All 4 special session proposals were sent out to 4 other reviewers; since we can only accept two, I wanted to get a relative ranking from each reviewer.

ERM is co-sponsoring 1 pre-conference workshop with New Engineering Educators Division and 6 special sessions, including the Best Diversity Papers session.

Distinguished Lecturer

ERM's proposal for a Distinguished Lecturer was accepted this year. We will be sponsoring Donna Riley presentation, "Mind the Gap - What the ABET Crisis Can Teach Us About Connecting Research and Practice" on Wednesday, 11:30 AM - 1:00 PM, in NOCC 342. It is noteworthy that ASEE requested that Donna edit her description of her lecture, which she did, in response to objections from one or more ABET representatives about the wording and possibly the selection of Donna as our Distinguished Lecturer.

Other ERM Sessions

- ERM will once again participate in the Division Mixer on Sunday evening from 4:15 p.m. - 5:45 p.m.
- ERM will sponsor a welcome breakfast for new members on Monday at 8:00 AM at the Hampton Inn. Registration should have been capped at 25, but I neglected to set the attendance limit and 40 people registered. ERM will be footing the bill for the breakfast; in the future, we should charge \$10/person to help defray the cost of this. Thank you to Sarah Zappe and Daria Kotys-Schwartz for heading this up.

Looking Ahead

I have compiled notes and templates for emails and FAQs based on my experience this past

year, which I creatively named “Guidelines for ERM Program Chair”. I recommend that the immediate past Program Chair to work closely with next year’s Program Chair to refine these Guidelines each year around the time that the new Call for Papers is due in July.

Vice Chair for ASEE 2017: Submitted by Matthew Verleger

Brouhaha will be held at Tomas Bistro at 746 Tchoupitoulas Street. Attendance is down from previous years (124 as of 7/22, with anticipated 150 total versus 175 in years past). The cost is anticipated to be ~\$11,500 (under the \$12,000 originally budgeted, but more than it seems like we will bring in).

Vice Chair for FIE 2015 Programs: Submitted by Şenay Purzer

	FIE 2011 Rapid City	FIE 2013 Oklahoma City	FIE 2014 Madrid	FIE 2015 El Paso
Initially received	736	609	940	757
Abstracts accepted	643	570	~920	721
Full papers received		466	685 or 699	552
Abstract/FullSubmit		77%		73%
ACCEPTED	504	187?	421~530	403
Full papers		109	320	231+22=253
WIPs		66	73	121+7=128
Special sessions		6	9	14
Panels		2	2	2
Mini-Workshops		8	11	---n/a---
Pre-workshops		4	6	7
REJECTED		61	185	132
Full papers		41	125	89
WIPs		19	40	35
Special sessions		1	4	2
Panels			2	4
Mini-Workshops			8	---n/a---

Pre-workshops			6	2
Final published	440		520	TBA
Submit-to-publish rate	60%		58%	TBA

2015 SESSION CAPACITY: 77 regular sessions (385 papers), 22 special sessions 12 workshops

UPDATE: submit/submit publish rate similar to past years. No mini-workshops in 2015, only special sessions.

854 abstracts submitted; 31 rejected (mainly due to fit); 535 papers submitted, 110 rejected, 130 accepted, 295 accepted with revisions; total 425 (47% acceptance rate); 5 workshops and 10 special sessions

Reviewers: difficult to get reviewers to submit reviews on time, so will not implement a “you must review to publish”. Set of emergency reviewers needed. Possible use of ERM listserv (see above vote). Current recruitment done by if you attended/submitted the last 2 years. Possibility to over assign reviewers to ensure at least 1-2 get done.

Nominating Committee Report: Submitted by James J Pembridge (Chair)

The Nominating committee held elections for Secretary-Treasurer and two (2) Directors. A call for nominations was distributed through the ERM Announcements on April 15, 2016 and accepted for the next two weeks. During this time 3 candidates were nominated for Secretary-Treasurer and 6 candidates were nominated for Director. All nominated candidates were contacted and given the option to accept or decline the nomination. 2 candidates accepted their nominations for Secretary-Treasurer:

- Jeremi London
- Sarah Zappe

and 5 candidates for Director accepted the nomination and were placed on the ballot:

- Brent Jesiek
- Rachel Kajfez
- Walter Lee
- Alexandra Strong
- Pradeep Waychal

The ballot was reviewed and confirmed by the Chair, a former Chair, and At-Large-Director (focused on diversity and inclusion) to ensure the ballot was appropriate and diverse.

An electronic voting system was developed using SurveyMonkey and was reviewed by the Chair and a former member of the Nominating Committee. A notice about the ballot was distributed

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to the ERM division through the ERM Announcements on May 1 and the ballot was distributed to the ERM community in a separate email on May 10. The ballot was open for 2 weeks, closing on May 24 with a reminder being sent out in the May 15 ERM Announcements. During this time 249 votes were cast out of 1419 current members (17.5%).

Votes were tallied for the Secretary-Treasurer and ranked-choice voting (“instant runoff” voting) was used for the Directors.

The results of the election are:

Secretary-Treasurer: Jeremi London
Director: Brent Jesiek
Director: Alexandra Strong

Thank you to all the board members who nominated candidates, those that voted, and everyone that assisted the Nominating Committee.

Apprentice Faculty Grant Committee: Submitted by Nadia Kellam (Chair)

This year we received 19 applications for the ERM Apprentice Faculty Grant (AFG) program. I elicited help from eight previous AFG winners to help review these applicants. These reviewers were Samantha Brunhaver, Adam Carberry, Maria-Isabel Carnasciali, Allison Godwin, Geoffrey Herman, Micah Lande, Jay Pembridge, and Alexandra Coso Strong.

We had many strong applicants—I would have liked to award seven winners. We awarded five applicants the AFG award, these include Courney Faber, Justin Hess, Laura Hirshfield, Jacqueline McNeil, and Anastasia Rynearson.

Best Paper Award for 2016 ASEE Conference: Submitted by David Knight (Chair)

Committee Members/Reviewers:

Six individuals helped review five papers nominated for the ERM Best Paper award. Each reviewer plus the Chair reviewed each paper. The reviewers for this year were:

- Noah Salzman
- Walter Lee
- Alex Strong
- Geoffrey Herman
- Jeremi London

Selection Process:

In March, 2016, five papers were identified that had either received a Best Paper rating from a single reviewer or had rating of Excellent from two reviewers. These five papers were the

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finalists for the ASEE Best Paper Award for the ERM Division, which were passed to a set of reviewers. Each reviewer was asked to review all five papers for consistency across scorers, and average scores were calculated for each paper using a scoring rubric. Scores for each paper were investigated from both an absolute and relative scoring system, and overall results were presented to the set of reviewers for comment. Members of the committee were satisfied with the final scoring result, and no subsequent meeting was required.

Decision Timeline:

March 8, 2016 – Papers identified

March 9, 2016 –Drafts of papers received and assigned to reviewers

April 15, 2016 – Reviews provided by all reviewers. Scores tabulated and circulated to committee.

April 20, 2016 – Winning paper sent along to ERM ASEE Program Chair.

Final Result

Paper Title: *The Development of a Measure of Engineering Identity*

Author: Allison Godwin

Helen Plants Award Committee: Submitted by Marisa Orr (ERM Representative)

2015 Representatives

- ERM: Marisa Orr
- Computer Society: Aletta Nylén, filling in for Mats Daniels
- Education Society: Melany M. Ciampi

Thirteen special sessions were evaluated (one was cancelled). Attendance varied from just a few to about 24. Session topics and formats varied greatly. Several sessions were outstanding in different ways, which made the decision difficult. Ultimately, the committee chose a session that engaged participants in qualitative research.

The winner of the 2015 Helen Plants Award is: “Qualitative Research on Psychological Experience: A Starting Point for Using Interpretative Phenomenological Analysis,” run by:

- James Huff (Harding University, USA)
- Brent Jesiek (Purdue University, USA)
- Carla Zoltowski (Purdue University, USA)
- Joachim Walther (University of Georgia, USA)
- William Oakes (Purdue University, USA)

Marisa Orr cycles off this year, and Jaqi McNeil will represent ERM next year.

Directors Report: Submitted by Sarah Zappe and Daria Kotys-Schwartz

Update on Strategic Plan for Building Community and Supporting Training

- We had some ERM stickers leftover from last year. Plan to continue to distribute these to members at 2016 conference
- Planned 2nd Welcome Breakfast at 2016 Conference
 - Organized by Daria Kotys-Schwartz, Kathryn Jablokow, and Sarah Zappe
 - Cost of breakfast is now subsidized completely by ERM
 - 10 experienced members
 - 41 members signed up for breakfast
 - Planning for breakfast will pass to new ERM directors
- In response to topics from 2015 breakfast and to better support training, ERM subsidized workshop on “Introduction to Engineering Education Research” at 2016 ASEE conference
 - Held Sunday, June 26
 - Led by Cindy Finelli, Daria Kotys-Schwartz, and Sarah Zappe
 - Capacity for workshop is 45
 - Workshop objectives follow:
 1. Define rigorous research and contrast it with scholarship of teaching
 2. Distinguish between qualitative and quantitative methods and identify common data collection tools
 3. Identify available resources and opportunities to improve research knowledge and skills
 4. Identify available outlets for presentation and publication of engineering education research
 5. Develop a plan for how participants will engage in rigorous research in the future

Interdivisional Cooperation Delegate: Submitted by Alan Cheville

The main things to report are that we have met virtually most of the year. I have attached an image of the committee's request to ASEE for the coming year and that summarizes our plans going forward.

This year we are hosting a Town Hall meeting to get feedback on the proposed ABET criterion changes at 3pm on Tuesday in room 345. Unfortunately it overlaps with Mary Besterfield-Sacre and Larry Shuman's session that will be of interest to a lot of ERM members.

ASEE Strategic Doing Initiative - Connecting Us Team

****Full Report****

The Connecting Us Team's single highest priority:

For ASEE, connection across the divisions requires a suite of activities similar to the Diversity initiative. So rather than a single activity, we recommend the following:

- **A permanent committee on interdivisional cooperation** that extends beyond the Strategic Doing period
- **A range of visible, interdivisional activities** including dinner board, division mixer, and central table(s) @ the division mixer. (Other groups such as diversity could also be at the central table.)
- **An annual Interdivisional Town Hall Meeting** and annual Current & Incoming Program/Division Chairs' Meeting (separate from Monolith orientation session organized by ASEE HQ).

In particular, we would like the ASEE Board's support for the Interdivisional Town Hall Meetings. This year we were successful in organizing a Virtual Conference in preparation for the Town Hall Meeting, and would like to extend this model into future years, focusing on current issues of interest to ASEE membership, especially those that carry policy implications.

How this priority relates to ASEE's mission:

This initiative responds directly to the Board's initiative to reduce barriers between, and increase communication across the divisions. It also aligns with various broader aspects of ASEE's mission including: Exercising worldwide leadership; Encouraging local, national, and international communication and collaboration; Promoting professional interaction and lifelong learning, and; Providing quality products and services to members.

What plans must be implemented to achieve this priority?

- **Sustained communication with ASEE Divisions** (and Section & Council leadership), especially to solicit ideas for issues to be discussed at Town Hall Meeting
- **Planning Committee** for the Town Hall Meeting to enroll additional divisions, and ensure rotation of committee leadership
- **Organize volunteers for Virtual Conference** ([Wordpress](#)) site maintenance
- **Communication strategy** for disseminating information from Town Hall meeting and provide feedback to membership on actions taken.
- **ASEE Board & HQ authorization for staff support** for event planning to ensure best venue for annual Town Hall Meetings, and to properly publicize and maintain communications with ASEE Division leadership (this is mainly about access to email lists).
- **Resources** for A/V support, room setup, and travel for external panelists (see below)

Estimated cost to implement the plan:

Up to \$3,000/year. Comparable to the PIC Chair special projects funds, and may be less if we do not require extra speaker or special A/V arrangements and setup during any given year. May include:

- \$500 A/V costs
- \$500 room setup costs
- \$2000 guest speaker travel support & ASEE conference registration

Diversity Delegate report: Submitted by Julie Martin (for ERM board ONLY)

This purpose of the submitted report is to update the ERM board of directors on the status of adding a diversity statement to ERM by-laws and to suggest the creation of a standing Diversity and Inclusion Committee in ERM.