

Minutes

ERM Division Executive Board Meeting

ASEE 1999 Annual Conference — June 20, 1999

3:30-5:30pm

Submitted by Eric P. Soulsby

1. Call to order and introductions

Mike Pavelich, Division Chair, called the meeting to order. Members and guests present introduced themselves.

Those in attendance:

Mary Besterfield-Sacre	Univ. of Texas – El Paso	mbsacre@utep.edu
Dan Budny	Purdue University	budny@purdue.edu
John Chen	Rowan University	jchen@rowan.edu
Virgil Cox	Gaston	cox.virgil@gaston.cc.nc.us
Dick Culver	SUNY – Binghamton	rculver@binghamton.edu
Beth Eschenbach	Humboldt State University	eae1@axe.humboldt.edu
Rich Felder	North Carolina State University	felder@eos.ncsu.edu
Cindy Finelli	Kettering University	cfinelli@kettering.edu
H.S. Ghazi	South Dakota State University	ghazih@mg.sdstate.edu
Brian Hodgkin	Univ. of Southern Maine	hodgkin@usm.maine.edu
Jim Jones	Purdue University	jonesjd@purdue.edu
Richard Layton	North Carolina A & T	rlayton@ncat.edu
Susan Lord	Univ. of San Diego	slord@acusd.edu
Ron Miller	Colorado School of Mines	rlmiller@mines.edu
Matthew Ohland	Univ. of Florida	ohland@ce.ufl.edu
Michael Pavelich	Colorado School of Mines	mpavelic@mines.edu
Mike Prince	Bucknell University	prince@bucknell.edu
Larry Richards	Univ. of Virginia	lgr@virginia.edu
Ken Roby	Clemson University	ken.robby@ces.clemson.edu
Larry Shuman	Univ. of Pittsburgh	shuman+@pitt.edu
Tim Skvarenina	Purdue University	tskvaren@purdue.edu
Karl Smith	Univ. of Minnesota	ksmith@tc.umn.edu
Eric Soulsby	Univ. of Connecticut	soulsby@enr.uconn.edu
Jim Stice	Univ. of Texas	stice@mail.utexas.edu
Jennifer Turns	University of Washington	jturns@enr.washington.edu
Alisha Waller	Dimensions Consulting	alisha_w@bellsouth.net
Bob White	Exxon Education Foundation	robert.f.white@exxon.com

Others not in attendance:

Jim Demetry	Worcester Polytechnic Institute	jdemetry@ece.wpi.edu
Julie Ellis	Univ. of Southern Maine	jellis@usm.maine.edu
Dan Moore	Rose-Hulman	daniel.j.moore@rose-hulman.edu
Barbara Olds	Colorado School of Mines	bolds@mines.edu
John Reis	Embry-Riddle	reis@pr.erau.edu
Dave Voltmer	Rose-Hulman	voltmer@rose-hulman.edu
Charlie Yokomoto	IUPUI	yokomoto@enr.iupui.edu

Mike indicated that Jim Demetry will be retiring, Dan Budny will be the Zone II chair, and Jim Stice will receive the Marlowe Award.

2. Secretary/Treasurer Report

Minutes of the meeting held last year, prepared by Eric Soulsby, were distributed. Upon a motion by Ken Roby and second by Richard Layton, the minutes were accepted as written. Eric Soulsby indicated that roughly \$44,000 was in the ERM BASS account.

3. Committee Reports

(a) Nominating Committee

Mike Pavelich, reporting on behalf of the Nominating Committee, indicated the following new assignments:

Chair:	Barbara Olds
Program Chair Elect:	John Chen
Directors:	Larry Shuman & Dan Budny

(b) Appointments

Mike Pavelich discussed appointments to positions on the Board and to various task forces/subcommittees, indicating Jennifer Turns as the AFG Committee Chair and Cindy Finelli as the liaison to the NEE.

(c) Awards

Super Chair: Mike Pavelich indicated that Dick Culver is overseeing the ERM awards.

Ben Dasher: Dick Culver overseeing.

Helen Plants: A discussion led by Mike Pavelich indicated that 13 of the 24 sessions were reviewed with two potential winners. R. Hodgkin, reporting for Julie Ellis, indicated that further review was needed to select a recipient from the two potential winners. A discussion took place during which thoughts on clarifying what to consider for the award; e.g., non-traditional session, providing more visibility, and improving the rating form were presented.

Distinguished Service: Mike Pavelich indicated that J. Lindenlaub will receive the award.

Best Paper: Beth Eschenbach indicated that three papers were put forward to ASEE Headquarters for the competition. Mike Pavelich commented that the papers are recognized by ERM at the Business meeting.

(d) Publications

Newsletter: Mike Pavelich indicated that Ken Roby was managing the Newsletter.

Web site: Dan Budny commented on the ERM web site. A proposal to continue to allocate up to \$1000 to for the maintenance of the ERM web site if needed was approved.

(e) Apprentice Faculty

John Chen discussed the activity of the ERM-AFG Committee. He indicated that there were 20 applicants with 4 winners this year. Jennifer Turns will take on this task for next year. Karl Smith, Rich Felder, Dan Budny and Mark Yoder were serving as mentors to the AFG winners this year.

(f) Teacher Development

Ron Miller is serving as the administrator of faculty-given workshops on the fundamentals of teaching. Teams that had acted in this capacity over the past year included: Alisha Waller & Mike Pavelich, visiting the University of Rhode Island; R. Terry & John Harb, visiting Loyola Marymount University; Dan Budny & Charlie Yokomoto visiting the Univ. of Michigan and the Univ. of Maine; and Ron Miller & Beth Eschenbach visiting the Univ. of Nevada – Las Vegas. A follow-up visit in the Fall is to be sponsored by ASEE.

(g) NEE Program

Cindy Finelli is serving as a liaison to the NEE and planned to distribute information at NEE sessions. A discussion on selling Brouhaha tickets to NEE members took place, with no consensus being reached.

(h) Effective Teaching Institute

Rich Felder and Jim Stice indicated that the NETI was sold out again 54 registrants.

(i) Brochure

Richard Layton indicated a willingness to distribute the tri-fold yellow brochure about ERM that was made available to all. He also distributed a bookmark containing ERM sessions that was to be distributed as well.

4. Conference reports

ASEE 99: Beth Eschenbach commented that 60 abstracts were received of which 35 papers and 44 presentations were planned. Nine sessions and two co-sponsored sessions were planned. Five papers were nominated and 3 selected for the ASEE best paper award. Three workshops were scheduled. Beth welcomed suggestions and made a suggestion to not have the Brouhaha conflict with the NEE meeting in the future. Mike Pavelich thanked Beth for the fine job she did this year.

ASEE 2000: Virgil Cox asked for volunteers for St. Louis.

FIE steering committee: Future sites: 2000 Kansas, 2001 Reno, 2002 WPI/Boston, 2003 Boulder Colorado.

Karl Smith commented that costs for audiovisual equipment is a concern and that the IEEE Computer Society contract for administering the conference was up this year. Larry Richards commented on difficulties with union contract labor with planning for the Reno meeting.

FIE 98: Mike Pavelich reported that things went well with the meeting in Tempe. Dan Budny commented that Don Evans had indicated money would be coming to ERM once all the books were closed.

FIE 99: Dan Budny encouraged all to come to San Juan, PR Nov. 10-13. 597 abstracts were submitted with 250 papers planned. Friday during the conference will have a college fair opportunity.

FIE 2000: Mike Pavelich indicated the meeting will be Oct. 18-21 in Kansas City.

FIE 2001: Mike Pavelich indicated the meeting will be Oct. 11-13 in Reno.

5. New Business

(a) Temporary Secretary for the Business Meeting

Mike Pavelich solicited a volunteer to fill in for Eric Soulsby who will be serving in his role as Chair of the Freshman Programs Division during a conflicting business meeting. Matt Ohland volunteered to serve.

(b) ERM positions open

Mike Pavelich distributed a summary of ERM positions open and asked for input in filling them. Dan Budny indicated a desire to be on the FIE Steering Committee and Dick Culver agreed to serve on the Nominating Committee.

(c) Open discussion

- Budget items each year include roughly \$5000 for Teacher Development, \$1000 for the ERM web page maintenance, roughly up to \$4000 for AFG support. A discussion on possibly raising the workshop honorarium and possibly covering the Brouhaha cost for NEE members took place. R. Culver suggested looking at dropping the \$3 division dues fee if it appears to limit membership in ERM.
- Web page funding: Following a motion by D. Budny, with second by L. Richards, approval for allocating \$1000 for web page maintenance was granted. K. Roby suggested looking into a domain name for ERM. D. Budny indicated he would look into the matter.
- Workshop funding: R. Miller commented on the present level of teacher development workshops and following a motion by D. Budny, with second by R. Miller, approval to allocate up to \$5000 for the next year's workshops was granted.
- NEE Brouhaha tickets: C. Finelli discussed the idea of holding aside tickets to the ERM Brouhaha for NEE members and suggested waiting to see how many attend the event to see if there is a need to do so in the future.
- AFG: J. Chen indicated that roughly \$900/awardee is currently needed in the budget. (This is based on registration and up to \$500 in travel/accommodation reimbursement.) He raised the idea of increasing the travel reimbursement. Following a motion by M. Pavelich, with second by J. Chen, approval was given to allocate up to \$1000 to each AFG winner starting next year. The reimbursement is to cover (i)

- registration and ticket event fees and (ii) travel and accommodation costs.
- Discussion on topics for sessions at FIE focused on workshops for ERM leaders.

6. Adjournment

Concluding the discussion on new business led to an adjournment unanimously received.

Submitted by Eric P. Soulsby