FIE 2004 ERM Board Meeting  
FRIDAY, OCTOBER 22, 2004  
12:00PM TO 2:30PM  
HYATT REGENCY SAVANNAH  
Room: PLIMSOLL

Minutes  
Submitted by Teri Reed Rhoads

0. Call to order. Eric Soulsby, ERM chair, opened the meeting by circulating the agenda and various pieces of information to be discussed during the meeting. These have been scanned and appear on the website with copies of these minutes. Those in attendance were as follows:

Robin Adams  University of Washington  radams@eng.washington.edu
Mary Besterfield-Sacre University of Pittsburgh  mbsacre@engr.pitt.edu
Roni Burrows  Arizona State University  burrows@asu.edu
Eileen Cashman Humboldt State University  emc7001@humboldt.edu
Heidi Diefes-Dux  Purdue University  hdiefes@purdue.edu
Beth Eschenbach Humboldt State University  eae1@humboldt.edu
John Heywood  Trinity College Dublin  inseredu@tcd.ie
P.K. Imbrie  Purdue University  imbrie@purdue.edu
Maura Jenkins  University of Southern California  maurajenkins@yahoo.com
Susan Lord  USD  slord@sandiego.edu
Ron Miller  Colorado School of Mines  rlmiller@mines.edu
Dan Moore  RHIT  Dan.J.moore@rose-hulman.edu
Bill Oakes  Purdue University  oakes@purdue.edu
Matthew Ohland  Clemson  ohland@clemson.edu
Barbara Olds  NSF  bolds@nsf.gov
Mike Pavelich  Colorado School of Mines  mpavelic@mines.edu
Michael Prince  Bucknell  prince@bucknell.edu
Teri Reed Rhoads  The University of Oklahoma  teri.rhoads@ou.edu
Rob Reilly  MIT  reilly@media.mit.edu
Larry G. Richards  University of Virginia  lgr@virginia.edu
Tim Skvarenina  Purdue University  tskvaren@purdue.edu
Eric Soulsby  University of Connecticut  eric.soulsby@uconn.edu
Ruth Streveler  Colorado School of Mines  rstrevel@mines.edu
Alisha A. Waller  awaller.ie87@gtalumni.org
Charles Yokomoto  IUPUI  yokomoto@iupui.edu

Officer reports

1. Secretary/Treasurer – Teri Reed Rhoads - Minutes from ASEE 2004 not submitted or approved at this time. This will be done at the next ERM Board meeting in Portland, Oregon at the ASEE Annual Conference in 2005. Treasurer report – Started the fiscal year with $62,114.31 – still working on expenses from ASEE – need to send funds for FIE 2005 to Mary Heberling at Kansas. Eric indicated that income would be down over the coming fiscal year.

2. Vice-Chair for FIE 2004 Programs – Dan Moore - 461 registrants with lower attendance – over 541 abstracts submitted – few no shows

3. Vice-Chair for FIE 2005 Programs – Heidi Diefes-Dux – no report
4. Vice-Chair for FIE 2006 Programs – Beth Eschenbach – Halloween in San Diego for 2006
5. Vice-Chair for ASEE 2005 Programs – P.K. Imbrie – CAPS problems initially, but ASEE Headquarters is working to resolve. Submission counts include 177 abstracts of which approximately 150 went out for review – target of 70 papers in final version. Approx. 90 abstracts will be accepted. 12 workshop proposals were submitted – 2 abstract reviewers per abstract is being used this year – there will be a common reviewer website for ASEE and FIE and P.K. has been working with Dan Budny to get this up and running before the January deadlines. P.K. proposed making the call for papers much more detailed to help reviewers and authors. Send a set of criteria from ERM to abstract acceptances to help guide authors in the writing of the final papers. Discussion ensued. What are the attributes of the paper quality that we are looking for? Clear description of the research or curricular change being discussed and the assessment results. Several sources were mentioned that could be used as a go-by for criteria. A committee was established to help P.K. look at this issue - Alisha Waller, Ruth Streveler, Maura Jenkins, Mike Pavelich, and Matt Ohland, volunteered to serve on a committee to help P.K. with this process. – Question: Why submit a paper to ASEE when you can submit to JEE? Use the words such as “These are the typical things that our reviewers consider when looking at a submitted paper; …” This will allow for some interpretation yet not limit all submissions.

Dr. Astin could not fully commit to the Distinguished Lecturer slot for 2005. We have traditionally brought in an expert in some area of educational research. Can we bring in an advocate for engineering education this year as something different? Jack Wilson previously from RPI or Bill Wulf from NAE are two ideas for next year’s DL from the advocacy point of view. Neil Howe who speaks on the new millennial generations is another idea. Finally, P.K. is transitioning shifting the DL responsibilities to after the program chair portion.

6. Vice-Chair for ASEE 2006 Programs – Cindy Finelli - absent
7. Vice Chair for Publications – Dan Budny - absent
8. Vice-Chair for Teacher Development – Ruth Streveler – See RETI handout which was also passed out at ASEE board meeting – one person from Oregon State contacted and Missouri Rolla has requested a person for some time in spring. The school will pay travel and advertising costs and ERM will pay the honorarium of $500. Idea was presented to have an ERM teaching workshops like has been done at least three years ago with no cost of attendance. It was approved that P.K. will check into doing another workshop that is teaching focused but with no charge to the registrants with an amount not to exceed $3,000 being charged to the ERM Division.

Additional reports

9. FIE Steering Committee, ERM reps – Tim Skvarenina, P.K. Imbrie, and Dan Moore – MOU for a cooperative member to FIE concerning CASEE was presented. CASEE is considering sponsoring 10 faculty fellows for FIE. Each society members should go back to discuss the Helen Plants Award to discuss if it is an ERM award or an FIE award. IEEE Education Society thinks it should be a conference award (Ed Jones said he was part of creating it years ago and they are reviewing their minutes to see history of development of award). Point was made that if it is a conference award, all sponsors should participate in the awarding of it. Discussion of award banquet and if it should be held or if it should be changed.
10. Newsletter Editor – Alisha Waller – has stopped doing it since most people are not
sending in information. An email to the list serve seems to be serving this purpose well.
11. ERM Brochure – Doug Schmucker – absent – emailed before the conference. Decision
was made that it was not useful at this particular conference but that it was good for the
ASEE conference to recruit new ERM members. Brochures will be printed and handed
out at the annual meeting in June.

Committee reports

13. Apprentice Faculty Grant (AFG) Committee – Robin Adams – Seeking ways of
evaluating the award and focused on interactions through ASEE and NSF – i.e.,
publications, grants, etc. There have been 36 people and 70% are active. There have
been 73 FIE papers, 154 ASEE papers, and 19 JEE papers published by this group and
they are producing at least one to two papers per year on average. They are actively
pursuing grants and in 2003 they brought in over $6 million based on a survey of the
NSF funding database. Are they being successful finding academic positions? It was
found that 17% are tenured and 42% are on a tenure track. A number are directors,
some are still graduate students and one is a CEO of his own company. Robin in
encouraging all those nominated (whether they receive the award or not) to still attend
each annual meeting, so we are seeing a halo effect from the nominations of this award.
Discuss the goals of this program. What kind of budget goes into it since now the
amount does not cover all the expenses associated with the conference? Left for
committee discussion.
14. Distinguished Service Award Committee – Eric Soulsby – going to Larry Richards for
2004.
15. Benjamin Dasher Award Committee – Ron Miller – Best paper at FIE and draws
members from all three societies – there are 12 nominees and 4 from each society
nominally. Ron is working on revising the process.
16. Helen Plants Award Committee – Eric Soulsby or Mike Pavelich – going to Bill Oakes
from last year. Mike stepped up and handled it this year.
17. Nominating Committee – Larry Richards (chair), Rich Layton – please forward any
recommendations or ideas to Larry for consideration in the upcoming elections. We will
be filling the position of Chair this year.

Old Business
18. None noted.

New Business
awaiting ASEE approval.
20. ERM positions to be filled – Eric Soulsby - some need to be appointed soon. Take a
look at spreadsheet for terms ending/beginning, etc. This spring has new chair elections
and that has to come from someone previously elected.
21. NAE’s Center for the Advancement of Scholarship in Engineering Education (CASEE)
involvement in FIE – Eric Soulsby (discussed previously – see Point 9 above)
22. FIE Helen Plants Award – Eric Soulsby – (discussed previously – see Point 9 above)
23. Mini-Grant Review Committee – Trevor Harding (chair), Charlie Yokomoto, Roni
Burrows, and Robin Adams – Trevor submitted email report and we do have financial
expenses lowering. Smaller innovative or larger grants are being discussed at this time.
24. We may lose money from FIE this year or at the best break even and we need to be careful in that the money in the bank account may not stay as large – big spike in Boston and then HP paid for 100 people to attend last year and this year none of this happened. We are down about 50 in advanced registration from Boston and down from 80 last year. We are missing the 70 extra people that HP brought last year.

25. Meeting adjourned at 1:55 pm. The next ERM Division Executive Board Meeting will be held on Sunday afternoon of the 2005 ASEE Annual Conference in Portland, OR.

Respectfully submitted by Teri Reed Rhoads – October 25, 2004