

**Frontiers in Education (FIE) 2016
Education and Research Methods (ERM) Business Meeting
Thursday, October 13, 2016
1:30 – 3:00pm
Sheraton Hotel - Griffin Room**

ATTENDANCE

Name	Institution
Monica Cardella	Purdue Univ.
Geoffrey Herman	Univ. of Illinois Urbana-Champaign
Stephanie Cutler	Pennsylvania State Univ.
Sarah Zappe	Pennsylvania State Univ.
Joi Mondisa	Univ. of Michigan- Ann Arbor
Courtney Faber	The College of New Jersey
Holly Matusovich	Virginia Tech
Senay Purzer	Purdue Univ.
Beth Myers	Univ. of Colorado-Boulder
Rachel Kajfez	Ohio State Univ.
James Pembridge	Embry-Riddle Aeronautical Univ.
Cheryl Carrico	Virginia Tech
Cory Hixson	Rowan Univ.
Rebecca Reck	Kettering Univ.
Allison Godwin	Purdue Univ.
Dan Moore	Rose-Hulman Institute of Technology
Aaron Johnson	Tufts Center for Engineering Education and Outreach
Jessica Swenson	Tufts Center for Engineering Education and Outreach
David Knight	Virginia Tech
Beth Eschenbach	Humbolt State Univ.
Archie Holmes	Univ. of Virginia
Paula Quinn	Quinn Evaluation Consulting
James Huff	Harding Univ.
Matt Ohland	Purdue Univ.
Kelly Cross	Univ. of Illinois Urbana-Champaign
P.K. Imbrie	Univ. of Cincinnati

MEETING MINUTES

Monica Cardella brings meeting to order

Round of Introductions

Notes taken by Joi Mondisa for absent Secretary-Treasurer Jeremi London

1. Consent Agenda – Monica Cardella (See Appendix A)
 - Introductions and “thank yous”
 - Allison Godwin – updated workshop numbers
 - i. 6 accepted; 1 withdrew
 - ii. 2 all day workshops

- Holly Matusovich – updated abstracts numbers
 - i. 603 papers submitted, 412 accepted, 112 rejected
 - ii. 7 Catalyzing Collaborative Conservations
 - Motion to approve consent agenda by Cardella; Motion carried
 - Geoffrey - website
 - i. ASEE desires a template to be used for the ERM website; wants similar color schemes, appearance, functionality
 - ii. Website is used to see announcements, bylaws, directory of officers, past awards
 - iii. Maybe a need to rethink what is needed on the website was proposed
 - iv. Geoffrey was given option to make changes by January or ERM will be charged
2. Opportunities to Volunteer
- Looking for people to work with Jay Pembridge on the ERM nominating committee
 - i. Wants 2 people; 1 preferably who has been a part of the ERM community
 1. Archie Holmes volunteered to serve
3. FIE 2017
- Bill Oakes – FIE 2017 at Indianapolis
 - i. Hotel changes/set up to promote collaboration
 - ii. Reception at the Eiteljorg Museum of American Indians and Western Art which is walkable
 - iii. Interested in hearing people’s thoughts and suggestions; people want/suggested:
 1. Booth space is better this year at FIE
 2. Would like the intimate piece of the conference at FIE 2017
 3. Promote more special session applicants; have more than two per slot; maybe two for each slot; keeping in mind that a special session knocks out a paper slot
 - a. 11 special sessions and 6 panels this year
 4. Do we need to be more specific about the differences between what a panel is and what a special session is?
 - a. Conversation about do we want to build into the special sessions; consider this for discussion for FIE 2020
 - b. Want to find a way to find speakers for the special sessions; idea of sharing rubrics for the sessions so people understand what is involved
 5. Consider offering an option for those who are interested in an alternative type session on the author submission form or generating a call to authors to help the program chairs create these sessions
 - a. Discussed possibly using the engineering education taxonomy to help organize papers into sessions
 - b. Are there a few people who might be willing to organize prototype pre-themed sessions where a person chairs a session to help organize and sort papers into a session (chair would recruit papers for a session; papers would be reviewed

- a. One suggestion: New to community; don't have mentoring support where they are; allow them to make the case
 - 3. James Huff - Whatever the statement, it won't apply to everyone; at least, make it clear to please ask/contact if you feel like you do not meet this criteria
 - iv. Would there be concern if there was overlap in people receiving the Apprentice Faculty Award and New Faculty Fellow Award?
 - 1. There are differences in the relevance and importance of the award in regards to when the recipients need them in regards to where they are in their careers
 - Elizabeth Eschenbach - The Terman and Rigas Awards are losing funding from Hewlett Packard; total sponsorship lost includes \$8000 honorarium per award; cost of medal presented to awarded; and sponsorship of the lunch
 - i. The plan is to find another corporate sponsor
 - ii. If you have ideas or can think of companies that might be sponsor
 - 1. Maybe consider looking for multiple sponsors?
7. Committee Formation & Meetings
- PK Imbrie introduction as ERM Program Chair for FIE 2017
 - Broke up into groups to be longer term involvement in ERM committees. Groups were encouraged to take notes with helpful insights that would help the ERM subcommittees when they meet on these topics. These notes should be emailed to Monica Cardella.
 - i. Five groups focused on the following areas:
 - 1. Ensuring that ERM is a Welcoming Community
 - a. Holly Matusovich
 - b. Beth Meyers
 - c. Rebecca Reck
 - 2. Promoting and Disseminating High Quality Research
 - a. Jay Pembridge
 - b. James Huff
 - c. PK Imbrie
 - d. Rachel Kajfez
 - 3. Promoting and Dissemination Empirically Based Teaching Practices
 - a. Archie Holmes
 - b. Geoffrey Herman
 - c. Senay Purzer
 - d. Paula Quinn
 - 4. Promoting and Developing Workshops and Training Programs
 - a. Courtney Faber
 - b. Cheryl Carrico
 - c. Elizabeth Eschenbach
 - d. Aaron Johnson
 - e. Jessica Swenson
 - f. Cory Hixson
 - 5. Policy Issues/Diversity

- a. Allison Godwin
 - b. Kelly Cross
8. Monica Cardella - Thank you and closing for meeting at 3:00pm

Consent Agenda: Officer Reports

- Chair – Monica Cardella
- Secretary/Treasurer – Jeremi London
- Vice Chair for Publications – Geoffrey Herman
- Vice Chair for ASEE 2017 – Matthew Verleger
- Vice Chair for ASEE 2018 – Deborah Grzybowski; no report
- Vice Chair for FIE 2016 Programs – Holly Matusovitch
- Directors – Archie Holmes, Kathryn Jablakow, Brent Jesiek, and Alex Strong; no report
- Helen Plants Award Committee – Jaqueline McNeil
- Benjamin Dasher Award Committee – Noemi Mendoza
- FIE Steering Committee— Jim Morgan, Beth Eschenbach, Archie Holmes
- Apprentice Faculty Grant Committee – Nadia Kellam; no report
- Best Paper Award for 2015 ASEE Conference – David Knight; no report
- Interdivisional Cooperation Delegate/ At Large Director – Alan Cheville

FIE 2016 ERM OFFICER REPORTS

ERM Chair Report – Monica Cardella

New officer appointments/ volunteers since the ASEE Conference:

- P.K. Imbrie, Vice Chair for FIE 2017 Programs
- Beth Eschenbach, Vice Chair for FIE 2018 Programs
- Geoffrey Herman, Vice Chair for Publications
 - Recently, we have had Geoffrey serving as our webmaster while Glen Livesay has been our Vice-Chair for Publications. This past summer Glen indicated that he was ready to conclude his service (after 11 years) in this role. According to the bylaws, the Vice-Chair for Publications has two responsibilities -- coordinating the division publication activities (which has primarily consisted of preparing handouts advertising ERM sessions at ASEE and the handout for the Distinguished Lecture) & coordinating the ERM website. As Geoffrey has already been coordinating the website, the Board agreed that it made sense to have Geoffrey officially shift to the role of "Vice-Chair for Publications."

Volunteer Opportunities Currently Available:

- Review special session/workshop proposals for ASEE 2017 – this week!
- 1-2 people to work with Geoffrey to help transition the ERM website to the new template
- 2 positions on the Nomination Committee to work with Jay Pembridge
 - Elections for 2017: Division Chair; 2 Director positions
- Vice Chair for ASEE 2019 Programs (this role encompasses planning Brouhaha for ASEE 2018, serving as Program Chair for ERM for ASEE 2019, and coordinating the distinguished lecture for ASEE 2020)

- ERM Representative to the Benjamin Dasher Committee for FIEs 2018, 2019 & 2020 (3-year term)
- Review best paper nominees for ASEE 2017
- Review best diversity paper nominees for ASEE 2017
- Review Apprentice Faculty Grant Applications for ASEE 2017
- Serve as an Apprentice Faculty Grant mentor for ASEE 2017

Bylaw changes:

- Julie Martin has been leading efforts to change the ERM bylaws to include a diversity statement. The statement has been shared with the Executive Board as well as the membership for feedback. The next steps of the process are for the Board to vote on the changes, then the general membership. Following this, the revised bylaws will be submitted to our PIC chair to take to the ASEE board.

Secretary/Treasurer Report – Jeremi London

- ASEE Accounting has continued to go through changes.
- No updates on account balances have been provided from ASEE since 05/31/2016. At that time:
 - BASS account: \$48,128.73
 - Operating account: \$1,432.00
- There are several outstanding transactions, including:
 - Best Paper Award
 - Best Diversity Paper Award
 - Workshop Reimbursement
 - AFG Awards

Vice Chair for ASEE 2017 – Matthew Verleger

As of 10/6, there are only 23 abstracts (though this is expected - the deadline isn't for a couple weeks).

Reviewer requests were sent to:

- (1) All current ERM members
- (2) All recently lapsed ERM members
- (3) All recent reviewers
- (4) All Purdue Engineering Education Graduate students (at the request of Ruth Strevler)
- (5) Multiple individuals who specifically asked at the request of other ERMers.

In total, of the 1743 invited reviewers, 341 have already accepted the invitation.

Additional reviewers (as of 10/6) are still needed for workshop and special session proposals. By the time FIE hits, the turn-around will only be a couple days.

Vice Chair for Publications – Geoffrey Herman

ASEE is asking all divisions to use one of ASEE’s website templates. This will take some time (to move the content from the current website into the new template). Also, we will need to decide which template we would prefer to use.

FIE 2016 Program Chair – Holly Matusovich (with additions from Monica)

1. TITLES AND ROLES

- **ASEE ERM Program Chair:** Holly Matusovich
 - **Special Session Chair:** Allison Godwin
 - **New Faculty Fellowship Reviews:** James Huff & Rachel Kajfez
- **CS Society Program Chair:** Deborah Trytton
- **IEEE Ed Soc Program Chair:** Mauel Castro
- **FIE 2016 Conference Chair:** Stephen Frezza
- **Staff:** Kevin Curry
- **Staff:** Cynda Covert (conference catalysts)
- **Co-sponsors:** Gannon University, Penn State, The Behrend College

2. YEAR-TO-YEAR COMPARATIVE DATA (initially created by Senay Purzer)

	FIE 2011 Rapid City	FIE 2013 Oklahoma City	FIE 2014 Madrid	FIE 2015 El Paso	FIE 2016 Erie, PA*
Initially received	736	609	940	757	753
Abstracts accepted	643	570	~920	721	720
Full papers received		466	685 or 699	552	603
Abstract/FullSubmit		77%		73%	
ACCEPTED	504	187?	421~530	403	412
Full papers		109	320	231+22=253	
WIPs		66	73	121+7=128	
Special sessions		6	9	14	
Panels		2	2	1	
Mini-Workshops		8	11	---n/a---	
Pre-workshops		4	6	7	
REJECTED		61	185	132	112
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	

- Erie Data needs to be reviewed & updated

Additional Data:

- 16 exhibit booths
- 507 registered attendees (as of 10/12/2016)
- Revenue: ~\$292,700
- Expected Expenses: ~\$283,000 (includes legal & audit fees)
- Expected Overage: \$10,000

Concerns:

- some people volunteered to be session chair & never heard back (likely they are not going to be a session chair – all slots have been filled) – but they should have received an email letting them know
- Reviewers: as usual, struggled to get reviewers; people said they would review & didn't. There were also some cases where people volunteered to review but didn't get any papers assigned. Committee is considering asking all authors to complete reviews.

FIE 2017 – Indianapolis (reported by Monica)

- Conference to be held at the Marriot with the reception at Eiteljorg Museum of American Indians and Western Art
- website is live with dates for deadlines
- PK Imbrie to serve as ERM's Program Chair; Jaqi McNeil to continue to serve as the ERM representative on the Plants Committee; Noemi Mendoza Diaz to serve as the ERM representative on the Dasher committee

FIE 2018 – San Jose (reported by Monica)

- Conference to be held at the Marriot by Convention Center
- Beth Eschenbach to serve as ERM's Program Chair; Jaqi McNeil to continue to serve as the ERM representative on the Plants Committee

Helen Plants Award – Jaqi McNeil

There are 11 special sessions that are eligible for the Helen Plants Award this year. Mats Daniels is representing the Computer Society on the committee again this year. At the time of this report, the Ed Soc representative was unknown.

The winner of the 2015 Helen Plants Award was: “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)

Benjamin Dasher Award – Noemi Mendoza Diaz

The Dasher Award Committee initially looked at 64 nominated papers. We have narrowed down to 25 and will resume our selection today Tuesday to 12-15 papers. According to plan, at least two members of the committee will attend these presentations.

The winner of the 2015 Benjamin Dasher Award was: “DISSECT: Exploring the Relationship Between Computational Thinking and English Literature in K-12 Curricula” by Natasha Nesiba and Enrico Pontelli (New Mexico State University) and Timothy Staley (Ostate High School)

FIE Steering Committee – Jim Morgan, Beth Eschenbach, & Archie Holmes

(see supporting document from: Dr. Russ Meier, IEEE Education Society Vice President of Conferences)

Additional updates from the Steering Committee meeting on October 12, 2016 5-6:30pm:

- New Faculty Fellows (James Huff & Rachel Kajfez)
 - 13 applicants; all 13 were strong
 - 5 reviewers across ERM & IEEE Ed Soc. Committee created a rubric for evaluating applications
 - 5 winners
 - Courtney Faber
 - Andrew Danowitz
 - Jaqi McNeil
 - Allison Godwin
 - Benjamin Ahn
 - \$1000 award + poster session (3pm Friday) + conference mentors + dessert reception for Faculty Fellows
 - Rachel Kajfez will be chair next year
- New Audit Requirement – delays inclusion of proceedings in IEEE Explore by ~ 4 months
 - IEEE was hacked a few years ago to add robot-generated papers to the Explore database → tighter control of the content appearing in the index

- Every conference is monitored to ensure that the papers included in the proceedings really went through a peer review process
- E in STEM Teacher Workshop
- 10 workshops + S2 session; will have own luncheon
- expecting 50 teachers

Interdivisional Cooperation Delegate/ At Large Director – Alan Cheville

ASEE 2017 Interdivisional Town Hall Meeting

The Culture of Teaching

Monday, June 26th, 3:00pm-4:30pm (proposed)

Session Description

What is the culture of engineering instruction on our campuses, and how can we change it to enhance student engagement, transform engineering mindsets, and attain the other, deeper objectives that we hold as engineering educators? For the 2017 ASEE Interdivisional Town Hall meeting, we propose to convene a multi-phase event built around this question:

- **Phase I:** An invitational event (online forum) held in February 2017 where appointed delegates from all interested divisions will join the Interdivisional Town Hall Planning Committee to determine the proper scope of this conversation. Our goal will be to identify six (6) to eight (8) topics of interest pertaining to the overall theme of “the culture of teaching” that can be featured in a Virtual Conference held during Phase II. We will ask volunteers to compose brief statements pertaining to each of the chosen topics that can be posted for the Virtual Conference.
- **Phase II:** A Virtual Conference open to all ASEE members held in late March 2017. Based on the same Wordpress platform that we used last year to compile ASEE member views pertaining to the proposed changes in ABET engineering accreditation criteria, and held for a period of 72 hours, we will provide an opportunity for all interested individuals to contribute to the dialogue surrounding the specific aspects of “the culture of teaching identified” during Phase I. These comments will be summarized and distributed to all ASEE Divisions, Sections, and Councils and made available to all ASEE members.
- **Phase III:** The Interdivisional Town Hall Meeting, held during our annual meeting, will open with brief statements pertaining to the chosen topics (3 or 4 selections, plus a summary of the rest), and proceed directly to a set of hands-on, parallel breakout sessions for developing concrete solutions and projects designed to address the specific aspects of our culture of teaching developed during Phase II. Solutions may vary from educational modules, to initial work on advice manuals and guidelines, to brainstorming sessions on possible grant applications, and will depend on the individual(s) identified during the Virtual Conference and chosen to lead each effort.

This session is part of the work of the Connecting Us Team of the ASEE Board’s Strategic Doing initiative, and has the endorsement of the following divisions as well as the Interdivisional Town Hall Meetings Planning Committee.