

**2017 Frontiers in Education (FIE) Conference  
Education and Research Methods (ERM) Business Meeting  
Friday, October 20, 2017  
4:00 – 5:30pm  
Indianapolis Marriot Hotel – Austin/Boston Room**

**ATTENDANCE**

Name	Institution
Lisa Benson	Clemson University
Monica Cardella	Purdue University
Emily Drendenberg	Ohio State University
Beth Eschewbach	Humbolt State University
Cindy Finelli	University of Michigan
Archie Holmes	University of Virginia
James Huff	Harding University
P.K. Imbrie	University of Cincinnati
Rachel Kajfez	Ohio State University
Adam Kirn	University of Nevada-Reno
Jeremi London	Arizona State University
Holly Matusovich	Virginia Tech
Russ Meier	Milwaukee School of Engineering
Noemi V. Mendoza	Texas A & M University
Marissa Orr	Clemson University
Matthew Verleger	Embry-Riddle Aeronautical University
Sarah Zappe	Penn State University

**MEETING MINUTES**

Holly Matusovich brings meeting to order at 4:04pm.

Notes taken by ERM Secretary-Treasurer Jeremi London

1. Welcome and Review of Agenda by Holly Matusovich
2. Introductions Around the Room
3. Consent Agenda (See Appendix A)
  - Chair – Holly Matusovich
  - Secretary/Treasurer – Jeremi London
  - Vice Chair for FIE 2017 Programs – P.K. Imbrie and Beth Eschenbach
  - New Faculty Fellow 2017 – Rachel Kajfez and Nathan Canney
  - Vice Chair for ASEE 2017 – Matthew Verleger
  - Vice Chair for ASEE 2018 – Deborah Gyzbowski
  - Vice Chair for ASEE 2019 – TBD
  - Vice Chair for Publications – Geoffrey Herman
  - Nominating Committee – Monique Ross
  - Apprentice Faculty Grant Committee Co-Chairs – Samantha Brunhaver & Jennifer Bekki

- Helen Plants Award Committee – Jaqi McNeil
- Benjamin Dasher Award Committee – Noemi Mendoza
- Best Paper Award for 2018 ASEE Conference – Jacob Grohs
- Diversity Committee Chair – TBD
- Directors – Brent Jesiek and Allison Godwin

Motions to approve the consent agenda: Monica Cardella

4. Additional Updates from Executive Board/Officers/Leadership

- FIE 2017 - Review Process (P.K. Imbrie)
  - i. It was difficult to get reviewers for FIE abstracts and papers. Also, many authors are receiving rejections without feedback on how to improve the manuscript.
  - ii. The steering committee is meeting to discuss how to review in substantive ways. This issue will be rectified by January 2018.
  - iii. One possible idea is to match expertise of reviewers with the topic of the paper.
- FIE 2017 – Distribution of Paper Types (P.K. Imbrie)
  - i. Over 33% of the papers were Work in Progress (WIP). There was no clear delineation of WIP (e.g., in the title or elsewhere), and the reviewers may not have known that papers were a WIP. Some are concerned about the increase in WIP papers.
  - ii. The steering committee plans to revisit why “WIP” was removed from the labeling requirements.
- FIE – Costs and Participation (P.K. Imbrie)
  - i. ERM will help cover the cost of FIE, up to \$10,000.
  - ii. Need to ensure that ERM newsletter always mentions FIE and the links during the time that calls for papers and registration are being announced.
  - iii. Factors that may contribute to low participation:
    1. Some people focused on pre-college engineering education do not feel like FIE is the best publication outlet for the nature of their work. FIE has a stronger emphasis on research than outreach.
    2. There are many other conflicting events that happen around the same time (e.g., Engineering Education and Centers PI meeting, ABET).
- FIE 2017/2018 - Leaders and Sessions (Beth Eschenbach)
  - i. Leaders: As for developing new leaders, there are discussions about moving to an Apprenticeship Model. This will allow people to initially serve while being mentoring by the person who occupies the role they will assume full responsibility for soon after a term of mentoring. This is similar to ASEE’s model for president (e.g., President-Elect, President, President-Emeritus).
  - ii. Leaders: There is a need to work to build a Special Sessions role into our elections.
  - iii. Sessions: FIE is taking suggestions for tracks, special sessions, and panels for the next conference. The theme will be *Innovation Through Diversity, Access, and Inclusion*. Examples of topics and tracks might include: Low Socioeconomic Status, First Generation Students, Sexual Harassment, Different ways to talk about diversity.

- Discussion Question: Does the conference want to have an anti-sexual harassment statement?
    - i. There was consensus within the group. ERM thinks this is a good idea.
  - ASEE 2017 (Matt Verleger)
    - i. Matt is planning a distinguished lecturer session for ASEE 2018. He plans to do a panel that may include the [Engineering Education Pioneers](#), mid-career faculty, and fairly new faculty.
    - ii. He has 10 days to put it together, and welcomes others' suggestions.
  - ASEE 2018 (Deborah Gryzbowski)
    - i. Hosting ERM's annual "Breakfast of Champions" on the Monday of the ASEE 2018 annual conference is not possible. Organizers will check with Patti Greenwalt (at ASEE) to see if Sunday is possible instead.
  - Apprentice Faculty Grant Committee
    - i. Going forward, there is a need for institutional diversity among the people who hold the co-chair positions associated with this committee, but within a single election and across consecutive years.
5. Thank You
- Vice Chair for FIE 2017 Programs – P.K. Imbrie
  - Vice Chair for FIE 2017 Programs – Beth Eschenbach
  - Vice Chair for ASEE 2017 – Matthew Verleger
6. Opportunities to Get Involved in ERM
7. Feedback and Brainstorming Session
8. Other Business
- Discussion topic: What do we mean by "quality" research/publications/manuscripts?
    - i. There was a lot of discussion on this topic, and it is one that will be continued at a later meeting. Some of the indicators of quality that were discussed include:
      1. Impact factors, acceptance rates
      2. FIE as a space to engage in interesting conversations
        - a. There is some resistance among some authors about adding more interaction/discussion-based elements to the sessions. Some prefer the standard presentation format.
      3. "Push the envelope" on interactive sessions
      4. Quality for a graduate student: FIE is a space to pair a graduate student with a faculty member and get feedback. ASEE is more hectic. FIE is a space for a slower pace and more mentoring.
      5. Quality for international colleagues: space to engage in conversations with colleagues around the world. However, to attract some of them, the impact factor is needed. This is how they justify their rationale for submitting to this conference, and by extension, attending.
9. Holly Matusovich: Thank you for coming. Meeting adjourned at 5:30pm.

## Appendix A: Consent Agenda

### Consent Agenda: Officer Reports

- Chair – Holly Matusovich
- Secretary/Treasurer – Jeremi London
- Vice Chair for FIE 2017 Programs – P.K. Imbrie and Beth Eschenbach
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### **FIE 2017 EMR Reports from Officers**

#### Chair

*Submitted by Holly Matusovich on October 18, 2017*

The past couple months have been a time of transition and learning about the ERM Chair role. I am thankful that Monica Cardella has been thoughtful and helpful in her process of “passing the hat. Looking forward to the coming months, my hope is to continue and expand work towards the four priorities that emerged during Monica’s tenure as chair. Those priorities are:

- Being a welcoming division
- Providing opportunities for people to get involved with ERM
- Ensuring that our paper review processes are fair and consistent
- Connecting with other divisions and communities.

In an effort to work towards being a welcoming division and providing opportunities to get involved with ERM, I tried a new process of using a survey to solicit volunteers for open positions. I distributed the survey through the listserv in September. Response rate was low though it was a mix of new names and some on-going names. It does seem a useful tool to add to the divisions approaches for reaching out.

#### Secretary/Treasurer Report

*Submitted by Jeremi London on October 13, 2017*

- ASEE Accounting continues to make progress toward providing more timely updates on account details (i.e., transactions, balances). The last detailed report about ERM accounts was shared on October 13, 2017. The account balances reflect all transactions that occurred before August 1, 2017.
- Account balances as of August 1, 2017 are as follows:
  - BASS account: \$33,301.87
  - Operating account: \$1,402.00
- These totals do not reflect transactions that took place in August and September 2017. However, it does include estimates for dues and other routine monthly expenses during those months.
- The newest ASEE Controller has worked diligently to rectify any outstanding discrepancies, and provide more timely reports. She plans to be fully caught up on all of the reconciliations by the end of October, and to send out quarterly statements thereafter.

### Vice Chair for FIE 2017

*Submitted by P.K. Imbrie on October 17, 2017 (Workshop, Panel, and Special Session*

Total Number of Sessions (numbers updated by Holly Matusovich to match the table below):

- Technical Sessions: 72
- Special Sessions: 13
- Panels: 5
- Pre-Conference Workshops: 7

Society Meetings: 5

Reminders:

- Exhibitor Showcase events: 2, Thursday & Friday 10:30 AM-12 PM in the Austin/Boston Room
- Focus on Exhibits and New Faculty Fellows, Friday 3:00 PM - 4:00 PM in the Exhibits Hall
- Plenary Session: Karl W. Reid, Ed.D., Executive Director of the National Society of Black Engineers: Thursday 1:15-PM-2:30 PM in Marriott 5&6
- IEEE Education Society 60th Anniversary Celebration, Friday 3:00 PM
- Puerto Rico: What can we do to help? Friday 5:30 PM - 6:30 PM in Marriott 8

Paper Statistics as of 10/17/17

		Final Count of Papers at Stages of the Process	% Based on No. of Abstracts Submitted	% Based on No. Abstracts Accepted	% Based on No. Papers Submitted for Review	% Based On PaperType to be Published
<b>Total number of abstracts submitted</b>	675					
as full papers		439	65.0%			
as WIPS		204	30.2%			
as panels		5	0.7%			
as special sessions		18	2.7%			
as workshops		9	1.3%			
<b>Total number of abstracts accepted at the abstract level</b>	515		76.3%			
as full papers		325	48.1%	63.1%		
as WIPS		162	24.0%	31.5%		
as panels		5	0.7%	1.0%		
as special sessions		14	2.1%	2.7%		
as workshops		9	1.3%	1.7%		
<b>Total number of papers submitted for review</b>	331		49.0%	64.3%		
as full papers		193	28.6%	37.5%	58.3%	
as WIPS		111	16.4%	21.6%	33.5%	
as panels		5	0.7%	1.0%	1.5%	
as special sessions		14	2.1%	2.7%	4.2%	
as workshops		8	1.2%	1.6%	2.4%	
<b>Total number of papers to be published</b>	311		46.1%	60.4%	94.0%	
as full papers		183	27.1%	35.5%	55.3%	58.8%
as WIPS		103	15.3%	20.0%	31.1%	33.1%
as panels		5	0.7%	1.0%	1.5%	1.6%
as special sessions		13	1.9%	2.5%	3.9%	4.2%
as workshops (8 total, one without a paper)		7	1.0%	1.4%	2.1%	2.3%

### Vice Chair for FIE 2018

*No report because Holly forgot to ask!*

### New Faculty Fellows FIE 2017

*Submitted by Rachel Kajfez on October 10, 2017*

This year we had 9 applicants. Each application was reviewed by 3 reviews using a standard form to collect feedback. The reviewers were Allison Godwin, Marisa Kikenda, Idalis Villanueva, Angela Bielefeldt, Daniel Knight, Paul Gannon, Noah Salzman, and James Huff.

From the applicant pool, the following Faculty Fellows were selected where their mentors are noted in parentheses:

Catherine Berdanier (Ann McKenna)

Walter Lee (Cindy Finelli)

Rebecca Reck (Holly Matusovich)

Greg Rulifson (Allison Godwin)

Yang Song (Ale Magana)

This year the applicants will be present a poster as they have done in the past but will also be presented with a certificate.

### Vice Chair for ASEE 2017

*Submitted by Matthew Verleger on October 16, 2017*

- Looking for suggestions for distinguished lecturer.

### [Vice Chair for ASEE 2018](#)

*Submitted by Deborah Grzybowski on October 19, 2017*

Number of Submissions:

- Panel of Invited Speakers: 3 (accepted 2)
- Workshops: 7 (still being reviewed)
- Abstracts: 239 (working on assigning reviewers)
- Reviewers: 394

Scheduling Sessions:

- It is not possible to schedule the Breakfast with Champions on Monday morning. The earliest we can schedule it on Monday is 11:30am. We could schedule it on Sunday at 1:15- 2:45pm, or 2:45 – 4:15pm and change the name! Otherwise, if you want it to be a breakfast, it will need to be Tuesday 8:00 – 9:30am.

Other comments:

- Monolith has a number of issues which cause me to have to ask Patti Greenawalt to do thing frequently, which is not ideal.
- Monolith also asks reviewers how many reviews they are willing to do, but does not download that information with reviewer info. You can see it on the web page so the data are there, but it's not included in the data you can manipulate.
- It would be nice to have a spreadsheet from the previous year with the ERM sessions mapped out – when FIE meetings need to be, when ERM should have its division meeting, the Breakfast timing (and back-up plans). I'll create on this year to pass on.

### [Vice Chair for ASEE 2019](#)

*Position TBD.*

### [Vice Chair for Publications](#)

*Submitted by Geoffrey Herman on June 12, 2017*

- No update since ASEE

### [Nominating Committee Report](#)

*No report. Position just filled.*

### [Apprentice Faculty Grant Committee](#)

*Submitted by Samantha Brunhaver on October 13, 2017*

- No update since ASEE

### [Helen Plants Award Committee](#)

*Submitted by Jaqi McNeil on October 13, 2017*

- 13 special sessions to review at FIE

### Benjamin Dasher Award Committee

*Submitted by Noemi Mendoza on October 13, 2017*

- Currently analyzing papers

### Best Paper Award for 2017 ASEE Conference

*No report. Position just filled.*

### Diversity Committee Chair

*Position TBD. Thank you to Julie Martin for past service.*

### Directors

*Submitted by Brent Jesiek on October 13, 2017 and Allison Godwin on October 16, 2017*



- Brent has organized a workshop at the upcoming NSF EEC grantees meeting titled "Upstream from Impact: Frameworks for Improving Research Quality." The workshop will be run by faculty from Purdue and Georgia Tech representing quant, qual, and mixed-methods perspectives. We have submitted a proposal to run a similar workshop at ASEE 2018 in the ERM division.
- The directors met on 7/25/17 to discuss issues for the upcoming year. Matt Verleger passed on information about chair duties to Deb Grzybowski. The directors agreed to take point on organizing the welcome breakfast and the division mixer. The directors also agreed that the Introduction to Engineering Education Research workshop from 2017 went well and should be repeated for 2018. This is something else the directors are taking point on. It will get submitted through the traditional workshop process. Alex Strong and Allison met on 8/9/17 to brainstorm interactive session formats for ERM sessions and passed those onto the rest of the board and then Deb as a starting point.