Meeting Minutes
ASEE IED Business Meeting
June 27, 2007 in Honolulu, HI

Call to Order – David Elizandro
David Elizandro called the meeting to order at 12:35p.m. He welcomed everyone to the IED business meeting and explained that he was chairing the meeting in the absence of Siggi Olafsson, Division Chair.

Introductions - All
David asked those attending to introduce themselves giving their name and organizational affiliation. The following members were present:

Jerry Thuesen	Georgia Tech (retired)	g.thuesen@isye.gatech.edu
John Ballard	Univ of Nebraska-Lincoln	jballard2@unl.edu
Jane Fraser	Colo State Univ - Pueblo	jane.fraser@colostate-pueblo.edu
Neb. Jaksic	Colo State Univ - Pueblo	n.jaksic@colostate-pueblo.edu
Joe Emanuel	Bradley University	JTE@bradley.edu
Don Merino	Stevens Institute	dmerino@stevens.edu
Bill Peterson	Arizona State University	wrp@asu.edu
Erick Jones	Univ. of Nebraska-Lincoln	ejones2@unl.edu
Terri Lynch-Caris	Kettering University	tlynch@kettering.edu
Jessica Matson	Tenn. Tech. University	jmatson@tntech.edu

PIC I Chair – John Lamancusa
David welcomed PIC I chair, John Lamancusa, and asked him to comment on any issues of interest to the division. Discussion followed on three topics.

1. John Lamancusa encouraged the Industrial Engineering, Engineering Management, and Engineering Economy divisions to continue to coordinate session planning to minimize conflicts.
2. John Lamancusa noted that the Emerging Trends poster session will be reorganized next year. Currently, abstracts can be submitted directly to the Emerging Trends session without review/acceptance by a division. In the future, abstracts will no longer be submitted to Emerging Trends session without prior review and acceptance by one of the divisions.
3. Bill Peterson noted that having two poster sessions created difficulties in scheduling other technical sessions. John Lamancusa explained that the two poster sessions are needed for flexibility because some divisions depend on the poster sessions. Don Merino and others commented on the merits of the 2007 poster session.

Lunch Cancellation – David Elizandro
Don Merino asked when lunch would be arriving, and David explained that he had requested several weeks ago that ASEE cancel the luncheon due to the lack of ticket sales. It was noted that some conference attendees were told at registration check-in that the luncheon was still planned, and others were told that it had been cancelled. After hearing of the confusion, David requested again on Monday that ASEE cancel the luncheon. Discussion followed on the difficulty in planning the luncheon, with most attendees expressing the opinion that the lunch was not necessary. It was noted that the Engineering Management Division had arranged to have pizzas and soft drinks delivered for lunch rather than scheduling a lunch through ASEE. Attendees suggested that this approach be investigated for Pittsburgh.

Agenda

In absence of division chair Siggi Olafsson, David proposed the meeting agenda and asked for comments. John Ballard moved to approve the agenda, and Don Merino seconded the motion. The agenda was approved unanimously.

Approval of 2006 Minutes
Jessica Matson presented an overview of the 2006 Division Meeting Minutes, which had previously been distributed by e-mail in draft form. Several corrections were noted. A motion to approve the minutes, as corrected, was made by Jane Fraser and seconded by Joe Emanuel. The motion was approved unanimously.

Program Chair Report – David Elizandro
David Elizandro announced that the IE Division had received 37 abstract submissions. Four abstracts were rejected and two were withdrawn. From the 31 accepted abstracts, only 18 papers were submitted, and three of those were rejected. David noted the dilemma that the program chair is required to request sessions before papers are received. David had requested five technical sessions and the business meeting for the IE Division. With the low number of submissions, only three technical sessions were needed. However, the remaining two sessions were retained and filled by the Engineering Management Division.

Old Business

Best Papers. David Elizandro noted that, with the changes in paper awards last year, the division is two years in arrears on paper awards. Awards Chair Terry Collins had planned to coordinate but was unable to attend the conference. It appears that no one was notified of the awards, so the IE Division was not able to present awards as planned at the Joint Dinner on Tuesday evening. Siggi Olafsson is the 2008 conference Awards Chair, but he was also absent from the 2007 conference. David will follow up with Terry and Siggi and develop a plan to get the paper awards back on track. Next year, awards should be given for three years: 2006, 2007, and 2008.

New Awards. Jessica Matson asked for clarification on the types of new awards that the ad hoc committee is to develop. Don Merino suggested that the awards be modeled after the Engineering Management Division's awards: the Merl Baker Award for exemplary service and the Bernard R. Sarchet Award for lifetime achievement. Issues related to a best poster award were also discussed, in particular whether such an award should be presented at the conference the year following the poster presentation. Jessica requested suggestions for "named" awards, and Jerry Thuesen agreed to look through his history presentation (presented at one of the Engineering Economy sessions) for a suggestion.

Bylaw Changes. David Elizandro noted that bylaw changes will be required for the planned changes in officer rotation. It was noted that Kim Needy had submitted the last bylaw changes. David will work with Kim and Jessica Matson to get the bylaws to the division and, if approved, through the ASEE Board. Don Merino suggested that the bylaws be revised to allow electronic voting if they do not already permit it.

IE Division Website. Siggi Olafsson had volunteered for the website project two years ago. At the 2006 conference, he announced that the website was complete but that the URL needed to be updated with ASEE. He promised to contact ASEE with the new URL. However, the current ASEE link for the IE Division website continues to be the website developed by Dennis Kroll at Bradley University. This website has not been updated for several years. David will contact Siggi to determine the status of the IE Division website. Joe Emanuel asked that any changes be coordinated with Dennis Kroll at Bradley.

New Business

Session Topics for 2008. David announced that Terri Lynch-Caris is the incoming program chair for the 2008 conference and asked for suggestions for session topics and formats. Many compliments were given to the Engineering Economy session that featured two papers, one historical and one forward-looking, followed by group discussion. IED business meeting attendees discussed the pros and cons of panel presentations and noted the need for an effective moderator and for a method to capture the discussion that occurs within a panel presentation. It was also noted that the IE Division must be willing to support a poster session with attendance if the Division chooses to sponsor a poster session. John Ballard suggested that the topic "IE Body of Knowledge" could serve as the basis for a panel or discussion session. Attendees agreed that members should be given the opportunity to propose and Terri should be given the flexibility to include sessions in non-traditional formats.

Session Coordination. David Elizandro again mentioned the overlaps that occurred among Industrial Engineering, Engineering Management, and Engineering Economy sessions for the Hawaii conference and the need to coordinate with other divisions.

Secretary/Treasurer Report
Secretary/Treasurer Sandra Furterer was unable to attend the conference due to a job change. In her absence, there was no report on the current balance of the operating and BASS accounts. It is unknown whether Sandra plans to continue in the officer rotation.

Election of Secretary/Treasurer
In absence of other volunteers, Bill Peterson agreed to serve as Secretary-Treasurer until another candidate can be found and elected. Terri Lynch-Caris nominated Bill, Don Merino seconded the nomination, and Bill was elected unanimously.

Installation of New Officers
The following officers were installed for 2007-08.

Newsletter Editor: Judith Norback
Secretary/Treasurer: Bill Peterson
Program Chair-Elect: Sandra Furterer
Program Chair: Terri Lynch-Caris
Division Chair: David Elizandro
Awards Chair   Siggi Olafsson

Vision of the Upcoming Year
As the incoming division chair, David Elizandro stated that he would try to resolve the issues identified during the meeting in an effort to achieve greater stability for the division.

Without additional business, David adjourned the meeting at 2:00 p.m.