

ASEE Industrial Engineering Division Business Meeting

Wednesday, June 13, 2012

San Antonio, Texas

Prepared by Jose Espiritu on behalf of Heidi Taboada

Call to Order

Abhijit Gosavi called the meeting to order at 12:30 pm and welcomed everyone to the Industrial Engineering Division (IED) Business Meeting. He passed around a sign-in sheet for the attendees and asked those present to introduce themselves and identify their main teaching areas. The following members were present.

<i>Name</i>	<i>Institution</i>
Lesley Strawderman	Mississippi State University
John Usher	Mississippi State University
Terri Lynch-Caris	Kettering University
Lawrence Whitman	Wichita State University
Karen Bursic	University of Pittsburgh
Jane Fraser	Colorado State University - Pueblo
Kim Needy	University of Arkansas
Leonardo Bedoya-Valencia	Colorado State University - Pueblo
Denise Bauer	University of Idaho
Wolt Fabrycky	Virginia Tech
Jose F. Espiritu	University of Texas at El Paso
Rick Olson	University of San Diego
Gene Dixon	East Carolina University
Abhijit Gosavi	Missouri University of Science and Technology
Jose A. Rojas	Universidad del Turabo
Eric Specking	University of Arkansas

Abhijit introduced the officers in attendance. The officers for the year ending June 2012 were:

Division Chair:	Abhijit Gosavi
Program Chair:	Lesley Strawderman
Program Chair-Elect:	Rick Olson
Secretary/Treasurer:	Heidi Taboada
Awards/Past Division Chair:	Lawrence Whitman
PIC Chair:	Stephanie Adams
Directors:	Jane Fraser (2012) Jessica Matson (2013) Kim LaScola Needy (2013) Terri Lynch-Caris (2012)
Newsletter Editor:	Rick Olson
Webmaster:	Lawrence Whitman

Approval of 2011 Minutes

The minutes from the 2011 business meeting were distributed for approval. Jane made a motion to approve the minutes. Lawrence seconded the motion. The minutes were approved unanimously.

PIC I Chair Report – Abhijit Gosavi on behalf of Stephanie Adams

Abhijit and Lesley had attended the meeting chaired by Stephanie. Abhijit summarized the following developments for the IED business meeting participants.

- The exact statistics related to number of sessions and attendees this year are not available because the person responsible for gathering the data is currently hospitalized. However, the numbers are very close to the numbers from the previous year, and the exact numbers can be requested from Stephanie in about 2 months.
- A new executive director for ASEE was hired last year.
- Session evaluations have been suspended for this year; next year, they will be available on the website for the session chair.
- Stephanie reported that some faculty members had abused the system by using student registration and name tags in the previous year. She also said that a proposal to restructure the fees was being considered to minimize the probability of such abuse in the future.
- PIC best paper committee: The PIC chairs are considering a proposal to form a best-PIC-paper-selection committee (to replace the one-person committee that exists now); each of the thirteen divisions will nominate one person to the committee. The current program chair may not be nominated to serve on this committee. A person who has submitted a paper that is being considered for the best PIC paper award should not be nominated for this position. Any other person from the division is acceptable. Five persons will be selected from the nominations made.
- Professional dues going up: Currently, the professional dues are \$69 for faculty members and \$20 for students. They will go up to \$84 for faculty and \$25 for students. If a faculty member chooses to not get the hard copy version of *Prism*, but only have access to it online, the dues will remain at \$69 (Professional Online Membership).
- A division chair had concerns about the appearance of the conference proceedings. The proceedings currently do not show the name of the conference, year, location etc anywhere on the pages (top or bottom), and suggested that changes be made to the appearance in the future.
- Neal Lewis discussed the issue of the program chair's inability to reject a paper in its second review after it is accepted with changes in the first

review. He also said if the program chair submits a paper, it disappears from the system, and nobody has access to it.

Attendees of the IED business meeting provided feedback to Abhijit to be communicated to Stephanie. The feedback is summarized below.

- No-shows in the conference should be tracked (Kim Needy).
- Batches of different colors should be provided for students and faculty to minimize the reported abuse of student registration fees by faculty members in the conference registration (Rick Olson).
- A one-day registration should be offered for those who attend the conference for only one day (Denise Bauer).

A general discussion on this year's conference ensued. Some of the salient points are summarized below.

- Most IED participants liked the table set up at the division mixer. Suggestions were made regarding what should be offered on the table. One suggestion was to showcase the awards that were presented in the current year via the plaques. It was suggested that different kinds of candy, including M & M, be purchased (Terri Lynch-Caris). It was also suggested that tables at the mixer be ordered in alphabetical order (Eric Specking). Almost all attendees liked the idea of bookmarks that were made this year.
- It was recommended by many of the attendees that the name of the division should appear as "Industrial *Engineering* Division" not as "Industrial Division" in the conference program and at the mixer table for the following year. Lawrence, Lesley, and Abhijit have assumed the responsibility of approaching different persons at ASEE to ensure that the correct name appears consistently in the next year's program and at the mixer table.
- There was a long discussion on session evaluations; attendees expressed their opinions and suggested that the program chair request the session chair to print the evaluation forms to evaluate his/her session.

Program Chair Report – Lesley Strawderman

Lesley presented an account of this year's program from IED.

- 26 Abstracts submitted
- 17 Proceedings
- 2 sessions, average attendance: 25
- 13 reviewers
- 4 moderators

All sessions assigned to IED were used up.

Financial Report – Jose Espiritu on behalf of Heidi Taboada

Expenses for the San Antonio meeting included \$ 301.00 for the awards (plaques), \$73.86 for bookmarks at the division mixer, and \$269.13 for lunch at the business meeting. As of the San Antonio meeting, the balances of the IED accounts are:

Ending BASS account balance = 20,789.29

Operating account balance = 240.00

Old Business

This year a subset of the awards presented are from last year's presentations. This is in accordance with the changes made in the bylaws in the previous year. The only award from the current year's papers was made for the Best Division Paper.

Lesley Strawderman suggested that the responsibility of the table at the mixer should go to the program chair-elect, because the program chair has a number of duties to perform during the conference. Jane made a motion to this effect, Leonardo seconded it, and it was unanimously approved.

Installation of New Officers – Abhijit Gosavi

Because the Bylaws provide for orderly transition of officers, only a new Secretary/Treasurer was needed to be elected. Two candidates were proposed for the position: 1) Gene Dixon (nominated by Lawrence Whitman) and 2) Leonardo Bedoya-Valencia (nominated by Abhijit Gosavi). The nominated candidates were encouraged to speak up, and then a vote by secret ballot was called. Ballots were made and distributed. Leonardo got 8 votes, and Gene got 5 votes. Leonardo was declared winner.

Jane Fraser made a proposal that she be replaced by Lawrence Whitman on the board. Kim Needy made the motion and Karen Bursic seconded it. The motion was approved unanimously. The IED officers for the coming year will now be:

Division Chair:	Lesley Strawderman
Program Chair:	Rick Olson
Program Chair-Elect:	Heidi Taboada
Secretary/Treasurer:	Leonardo Bedoya-Valencia
Awards/Past Division Chair:	Abhijit Gosavi
PIC Chair:	Stephanie Adams
Directors:	Lawrence Whitman (2014)
	Jessica Matson (2013)
	Kim LaScola Needy (2013)
	Terri Lynch-Caris (2014)
Newsletter Editor:	Rick Olson
Webmaster:	Lawrence Whitman

New Business

Lesley led a discussion of goals for the upcoming year which are to:

- High quality program at annual conference
 - i. Add panel
 - ii. Distinguished speaker
- Encourage young faculty to participate
 - i. Reach out to IE Department heads
 - ii. Dean's program for new faculty
 - iii. Travel grant for annual conference
- Communicate best practices in IE education
 - i. Email communication featuring teaching tip
 - ii. Web/email communication highlighting IE educator
- Engage young faculty to participate in the ASEE conference
- Have a call for papers soon and send it to the ASEE's listserv
- Showcase an IE teacher of the month in our division's website
- Find mechanisms about IE track to highlight papers from our division and highlight papers for next year's conference
- Explore the possibility of having a sponsored section for IE educators in the annual IIE conference to attract more faculty members to the ASEE conference
- Try to attract new faculty to ASEE conference
- Encourage department heads to attend the ASEE conference
- Encourage faculty to submit papers and look into the possibility of sponsoring their participation (registrations fee, travel, lodging)
- Create a team of IED members to benchmark what other divisions are doing and present a proposal to improve our division

Adjournment

Lawrence made a motion to adjourn. Lesley seconded the motion. All were in favor of adjourning. Abhijit adjourned the meeting at 2:00pm.