

Agenda: Liberal Education/Engineering and Society Business Meeting
Monday, June 24, 2013: 12:30–2:00 p.m.
Georgia World Congress Center, B-Thomas
Atlanta, Georgia

2012–2013 Officers

Division Chair, Michael Alley, Pennsylvania State University
Division Chair–Elect, Judith Norback, Georgia Institute of Technology
Past Chair, Joseph Herkert, Arizona State University
Program Chair, Atsushi Akera, Rensselaer Polytechnic Institute
Program Chair–Elect, Steven H. VanderLeest, Calvin College
Secretary/Treasurer, Erin Cech, Rice University
Webmaster & Newsletter Editor, John Brocato, Mississippi State University

1. Introductions

Michael welcomed everyone and described the benefits of the LEES division
Introductions occurred of everyone in the room.

2. Approval of 2012 Minutes

Approved.

3. Division Chair’s Report: Michael Alley

Membership report: LEES currently has 265 members; the number of members affects how much money the division receives. Membership numbers have risen historically, and we continue that this year. Michael introduced a possible topic of discussion for later in the meeting: the number of members we have had does not necessarily reflect the contribution of this division to ASEE conference. For example, the ethics division has 4 times as many members as are listed. One of the challenges of our division is to get our message out to attract more members. Having more members would mean more money for things like financial support for the Olmsted award, which recognizes someone who is distinguished in the division. Michael also suggested the addition of a distinguished paper award to recognize scholars young in their career, which was discussed later in the meeting.

Announcement of division mixer: Tuesday night, 7-9pm at the Thrive restaurant, 101 NW Marietta St. Meet people who need to walk: 6:45pm at the taxi stand at the Omni. 8pm that evening, awarding of the Sterling Olmsted award.

4. The website has moved:

Thanks to John Brocato, the division website has moved to a Google site:

<http://sites.google.com/site/aseelees/>

5. Announcement of Sterling Olmsted Award winner: Vivian Weil

The Sterling Olmsted award honors those who have made distinguished contributions to the development and teaching of liberal arts in engineering education. It is the highest award given by the LEES Division. Vivian Weil, from the Illinois Institute of Technology, is our winner. Her name will be entered on our permanent plaque retained by LEES and she will receive a person commemorative award plaque.

Vivian is Director of the Center for the Study of Ethics in the Professions at Illinois Institute of Technology. I will mention some of her many accomplishments over the years.

Vivian served as Director of the Ethics and Values Studies Program of NSF back in 1990 to 1991. She is a Fellow of the American Association for the Advancement of Science, and she is on the Governing Board of the National Institute for Engineering Ethics and the Executive Committee for the Association for Practical and Professional Ethics.

Dr. Weil is the author of many publications, including a Report on Engineering Ethics in Engineering Education and articles on her work on normative issues of data sharing, secrecy and openness with respect to the dissemination of scientific and technical information. One example of a publication is “Introducing Standards of Care in the Commercialization of Nanotechnology.”

Vivian is also the co-editor of the Rutgers University Press volume, Owning Scientific and Technical Information: Ethics and Value Issues, and she is the editor of Beyond Whistleblowing: Defining Engineers’ Responsibilities.

6. Election and Appointment of 2013–2014 Officers: Joseph Herkert

Two positions were up for election at this meeting: Division Chair and Division Chair-Elect. Judith Norback was approved as 2013-2014 division chair; Atsushi Akera was approved as 2013-2014 division chair-elect. The 2013-2014 program chair and program chair-elect are appointed as below.

- Division Chair, Judith Norback, Georgia Institute of Technology
- Division Chair–Elect, Atsushi Akera, Rensselaer Polytechnic Institute
- Program Chair, Steven H. VanderLeest, Calvin College
- Program Chair–Elect, Dean Nieusma, Rensselaer Polytechnic Institute
- Secretary/Treasurer, Erin Cech, Rice University (to serve second year of 2-year term)
- Webmaster & Newsletter Editor, John Brocato, Mississippi State University (appointed last year by Division Chair)
- Division Past Chair, Michael Alley, Pennsylvania State University

7. Secretary/Treasurer’s report: Erin Cech

We have two accounts: The BASS (Baking and Accounting Service System) account and an operating account. The division receives \$1/year from division fees. These funds are flexible and roll over from year to year. The division receives about \$1/per member in our Operating account, which has tighter restrictions, and zeros out at the end of each year. We currently have \$250 in our operating account and \$1,758 in the BASS account. After reimbursements, I estimate that approximately \$1000 of BASS account funds will roll over into the next fiscal year.

8. Program Chair’s report for 2013 program: Atsushi Akera

Program chair’s report: 55 abstract submitted, 46 to draft, only 2 rejections (one transferred to another division), one dropped out. 36 papers in the conference in total: 8 technical sessions 1 workshop, 1 co-sponsored session, and 1 distinguished lecture. 3 papers in the poster sessions.

ASEE has a new form of calculating session allocations. Atsushi and Judith talked to ASEE headquarters to address this and add additional sessions. It is the practice of this division to accept

almost all papers for presentation. We would like to support both research and case studies to allow room for people presenting serious scholarship in all forms. Atsushi sent around a template for technical sessions that gave less time for presentations and more time for discussion; this format is well-received.

Atsushi visited every table at the mixer, proposing to (1) organize a meeting of all the program chairs and chair-elects to have more discussion and idea-sharing, (2) organize another town hall next year for interested parties.

9. Report from PIC III Chair: Joe Rencis, Dean of Engineering at Tennessee Tech (jjrencis@tntech.edu)

Joe sits on the ASEE board of directors; all changes to bylaws, etc are made through Joe. Notes from Joe's report:

- ASEE is doing well financially. The organization is 880k ahead of last year's budget. Several years ago, ASEE was 300k in debt.
- Attendance at ASEE conference: 3800 this year, down from 4200 attendees in 2012.
- ASEE is working on the ability for the referencing of conference papers to be tracked via Google scholar to promote recognition of the papers. They are also trying to arrange for DOIs for conference papers as well. Joe is unsure whether this indexing would extend back to the beginning of electronic form of proceedings.
- Regarding procedure for best papers: 2012 Best PIC III paper is presented at the 2013 plenary. This year's best paper will be presented at next year's. Division decides on a best paper in their division, which gets forwarded to the PIC chair. Best papers from all divisions go to a 7-8 person committee that select the best paper. Then, all the best PIC papers are judged for the best overall paper.
- ASEE is increasing the cost of the submission to Advances in Engineering Education from \$75 to \$250. Resources from this increase will be used to help facilitate the indexing described above
- If an award is added to the division bylaws, it must be approved before it can go on the website.
- ASEE had 2x number of workshop proposals submitted than could be accommodated by the conference (60 proposals, 30 accepted).

Division Q&A with Joe:

LEES Question: how is room size allocated for the technical sessions? What can we do to make sure that we have a room that will accommodate popular sessions?

Joe: the PIC chairs meet as a group in the fall and look at historical data from all divisions (number of abstracts submitted versus number of final papers submitted) to allocate the number of technical sessions. If a division needs an extra session, the division can make a request to the PIC chair. The PIC meeting does not consider the number of attendees per session, however. Patty Greenwald handles this. If the division anticipates having a heavily-attended session, the program chair can indicate this in the "comment" section on monolith.

Questions: LEES has reached out informally to other divisions, esp. those related to the content of our division. Is there a way to do this formally? (How can we know when other divisions have other communication sessions, for example? Our Division has been informally listing these for three or four years. Possible to introduce a feature into monolith to communicate with other program chairs about topics of interest? Related, could the program explorer have a search function that is detached from division and searches on keyword instead? (This is especially important now that the full program is not

given out this year.) Also, how can ASEE arrange for all authors in a particular area such as communication, across divisions, meet each other in person to connect and share research?

Joe: Joe can provide the program chair a list of the contact information of all the other program chairs upon request. Also, ASEE is discussing having a program chair orientation beyond training that would allow for discussion of best practices.

Question: The conference-at-a-glance does not have maps, nor are the maps online. Can that be changed for next year? Also, why are abstracts not available? It would be useful to have a downloadable PDF form of the session.

Joe: ASEE recognizes the need to improve these items for next year.

10. Discussion of 2014 program: Steven VanderLeest

Proposal for new sessions are due in July. Topics most common in the division are: communication, ethics, pedagogy, integration, assessment, global, technical literacy, impact on society and culture, history, professional topics, and service learning. Division is open to considering all papers that are a serious effort of scholarship. The recent call for papers is from 2-20 papers, but the division might consider a 3-15 page suggested range.

Steve is considering having a time on the program for a session with very short presentations that would not require full paper submissions. Ideally, this would be the first session, to get to know other LEES members. A round table format is also an option. Another possibility would be to have a moderator read a 1-paragraph description of each paper, followed by a round-table discussion.

11. General Discussion & New Business

(1) How LEES can attract more people to the division? The number of people who benefit from LEES approach might not be reflected in the number of members this division has. What this division does is necessary for the understanding of the engineer of 2020.

(2) Best paper award: Currently, this is at the chair's discretion. Michael suggested solidifying a process for a best paper award. The Olmsted award committee would be used for this. The Best Paper award would need to be added to the bylaws and voted on in 2014. Process: the program chair would put forward those papers selected in monolith by reviewers as candidates for best papers, and that list would go to the Olmsted award committee for a vote. The program chair elect is responsible for revising this in the bylaws and putting this forward for a vote next year. Jerry Gravander volunteered to draft the change in the by-laws and send that to the officers for review.