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**2012 ASEE Manufacturing Division Business Meeting Minutes**

**Wednesday, June 13, 2012; 12:30 – 2:00 PM**

**San Antonio Convention Center, Room 008B**

Present:

Priya Manohar, Robert Mott, Ron Bennett, Winston Erevelles, Merwan Mehta, Arif Sirinterlikci, Julia Morse, Mark Stratton, Hugh Jack, Ismail Fidan, David Wells, Tony Hsieh, Chris Pung

Meeting called to order by Priya at 12:30PM.

Welcome and opening remarks were made by Priya. Personal introductions one by one.

Meeting minutes of ASEE 2011 Vancouver meeting approved (Bob moved to accept. Hugh seconded).

Division officers for the 2012-2013 year were elected and are given below (Priya nominated, Winston moved to accept, Bob seconded, Voting: 13, No: 0, Abstain: 0)

- Division Chair: Priya Manohar
- Program Chair/Chair-Elect: Chris Pung
- Associate Program Chair: Sheng-Jen (Tony) Hsieh
- Assistant Program Chair: Ismail Fidan
- Secretary/Treasurer: Merwan Mehta
- Webmaster: Julia Morse
- Awards Chair: David Wells
- Membership Chair: Hugh Jack
- Special Project Chair: Wayne NP Hung, Chris Pung
- Regional Conference Coordinators: Ismail Fidan, John Mativo
- Directors At Large: Karen Birch (term ends June 2013), Winston Erevelles (term ends June 2012), Mark Stratton (re-elected in 2012, term ends June 2015), Devdas Pai (term ends June 2014);
- Past Chair: Sean Falkowski
- NCME Liaison: Steve Wendel
- SME Education Center Liaison: Ron Bennett

Ismail reported the current balance of the accounts as the treasurer of the division. Current balance of BASS account is \$1,799.00, and current balance of Operating account is \$313.00. Discussions were made on the following issues:

- Find out exactly what is going on with our expenses and balances: Increase or decrease!

- How much ASEE pays us every year? Increase or decrease!
- How do we spend the money?
- What will happen if we continuously support the ASEE/SME manufacturing competition? Budget sustainability is a concern for some members.
- How to manage banquet expenses?
- When is the fiscal year over?
- Develop a budget for 2013?
- There is a need for a full financial report for division's sustainability. This should be prepared and presented by the treasurer.

Hugh reported the membership number of the division. Division has just over 300 members. Membership is relatively steady. There is a need for membership drive. Hugh will search how many abstracts were submitted by members out of a total of 53 abstracts? Hugh will also search the ones who are close to Atlanta. Winston indicated the need of a listserv which is capable of subscription and unsubscription. Creation of a new listserv is important to reach broader audience and to increase the division membership. It is important to have a communication plan for the ASEE 2012 conference preparation. It is also important to reach out to other ASEE divisions – industrial engineering division, engineering technology division. Each attendee calls five people. Hugh prepares a list of talking points; arrange teleconferencing for Manufacturing Division officers to hold more communications. Mark indicated that he could facilitate more teleconference meetings through his resources.

ASEE/SME Design and Manufacturing Competition feedback was reported by Arif, Chris and Ismail since Wayne was missing. They were the judges for the competition. There were two teams from New York Technical College, two teams from Texas A&M University-College Station, one team from the University of Houston and One team from the Texas A&M University-Corpus Christi. The topic was to design and manufacture a loop detector for an endoscopic device – student teams used different solution strategies: optical, electromagnetic, resistance, stress sensors. David presented his concern on \$750 division support for the competition. Julia asked the manufacturing linkage of the competition. Mark read the guidelines of the competition. Discussions made on the return for competition budget for the manufacturing division.

Attendance report of the ASEE 2012 Manufacturing Division Sessions made by Priya.

M448: Development of Manufacturing Engineering Laboratories I: 15

M548-Four Pillars of Manufacturing Engineering: 32

M748-Banquet and Awards: 16

T148-Progress in Manufacturing Education I: 10

T248-Progress in Manufacturing Education II: 12

T448A-3<sup>rd</sup> Annual ASE-SME Design & Manufacturing Competition: 25

T548-Progress in Manufacturing Education III: 10

T648-Sustainable Product Development and Manufacturing: 15

W148-Manufacturing Education for Emerging Technologies and Competitiveness: 6

W248-Government Policy, Manufacturing Education, and Certification: 15

W448-Manufacturing Division Business Meeting: 13

Call for Papers for the 2013 ASEE Conference – Open Discussion

Possible Subject Areas prepared by Priya and Ismail:

- Sustainable Product Design and Development
- Emerging Areas:
  - Green/Environmentally Conscious, Industrial Ecology
  - Energy Manufacturing
  - Nano-, Micro-, Bio- Manufacturing
  - Service Robotics
- Entrepreneurship
- Four Pillars of Manufacturing
- Globalization/International Projects
- International Manufacturing Education
- Lean / Six Sigma – partner with Industrial Division
- Industrial Automation and Robotics
- Recruitment, Pipelines, K-12 Outreach
- Industrial Interactions, Intellectual Property, Legal Issues
- Curriculum and Other Pedagogical Issues
- Explore Co-Sponsorship of sessions with other divisions – Entrepreneurship, ETD, Mechanical Engineering, Industrial Engineering and Biomedical Engineering.

Such other business:

- Keynote speaker: Mark proposed to have Mike Molnar as keynote speaker for ASEE2013. Bob indicated that Sean tried this last year.
- Dinner format: Proposal is to shift to Sunday evening Manufacturing division activity following division mixer.
- Issues on – division mixer – stuff on table – poster, brochures, and toys. So, volunteers needed for mixer, table, and papers?

Meeting adjourned at 2:00PM.

*Minutes prepared and submitted by:*

Priya Manohar and Ismail Fidan

June 13, 2012