1. Welcome and Opening Remarks: Priya Manohar
   
2. Review and Approval of 2012 Business Meeting Minutes & Pic One report: Priya Manohar
   a. Minutes Approved - unanimous

   - Division Chair: Chris Pung
   - Program Chair/Chair-Elect: Sheng-Jen ("Tony") Hsieh
   - Associate Program Chair: Ismail Fidan
   - Assistant Program Chair/Treasurer: Richard Chiou
   - Secretary: Nomination: Rex Kanu
   - Webmaster / Newsletter: Julia Morse
   - Awards Chair: David Wells
   - Membership Chair: Hugh Jack
   - Special Project Chairs: Eric Roe & Wayne NP Hung
   - Regional Conference Coordinator: June 15 – 18, 2014 – anybody from or close to Indianapolis, Rex Kanu
   - Directors At Large: Karen Birch (term ends June 2013), Hugh Jack (term ends June 2016) Mark Stratton (re-elected in 2012, term ends June 2015), Devdas Pai (term ends June 2014)
   - Past Chair: Priya Manohar
   - NCME Liaison: Steve Wendel
   - SME Education Center Liaison: Mark Stratton

4. Treasurer’s Report – Merwan Mehta / Priya Manohar
   a. Check with Pic? Source and allocation of income.

5. Membership Report – Hugh Jack
   a. Create a linked-in group use as an e-mail hub. Invitations to be out soon.
   b. Membership chair – control membership, approvals ~ wary of spam
      i. Dues paying members only & special invitation

6. Design/Manufacturing Competition Feedback – Wayne NP Hung
   a. 8 teams register, 6 attended
      i. 1st, 2nd, 3rd and creativity awards
      ii. Prizes provided by Industrial Press, Solidworks, ASEE Manufacturing Division
      iii. Prizes more focused on products and not money
      iv. Advertisement: List serve
         1. Use ASEE ‘press release’ system as additional avenue
      v. ASEE Manufacturing listed as supporting on website, trophies and e-mails.
vi. ASEE Manufacturing Division to pay for the trophies ($121)

7. ASEE 2013 Sessions Review (Attendance / Issues) – Chris Pung / Priya Manohar

8. Call for Papers for 2014 Conference – Open Discussion

Possible Subject Areas:

- Additive Manufacturing
- Interdisciplinary Studies
- 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 Knowledge**
  - Integration of Certification and Four Pillars
- Globalization/International Projects
- Lean Six Sigma
- Effective Co-op practices/Workplace Learning/Internships
- Industrial Automation and Robotics
- Recruitment, Pipelines, K-12 Outreach
- Industrial Interactions, Intellectual Property, Legal Issues
- Curriculum and other Pedagogical Issues
- Others

9. Other Business

a. 30th Anniversary of ASEE Manufacturing Division Seattle 2015 – Lets throw a party.
   i. Booth
   ii. Special Events
   iii. Sponsorship

b. Raise dues from $2 to $5 Vote unanimous
   i. Enable funding of ASEE-Manufacturing Division competition and other events