

**2015 ASEE Conference, Seattle, WA: Manufacturing Division Business Meeting**

**Wednesday, June 17, 2015; 12:30 – 2:00 PM**

**Washington State Convention Center Room 208**

**Attendees:** Richard Chiou, Ismail Fidan, Tony Hsieh, Hugh Jack, Julia Morse, Mark Stratton, David Wells, Dawn Wendell, Agnieszka Miguel, Bill Tseng, Yalcin Ertekin, David Wu, Qin Ma

**Introductions, welcoming and opening remarks:** Each attendee introduced himself/herself. Tony made a brief welcoming talk.

**Review and Approval of 2014 Business Meeting Minutes & Pic One report:** Ismail moved to approve the 2014 minutes, seconded by Julia and Hugh. Minutes approved unanimously.

**Proposed 2015 – 2016 Officers - Nomination and Voting:** The following list was finalized after a short discussion. Ismail moved to approve the officer list. Julia seconded. Officer List approved unanimously.

- Division Chair: Ismail Fidan
- Program Chair/Chair-Elect: Richard Chiou
- Associate Program Chair: Bill Tseng
- Assistant Program Chair/Treasurer: Yalcin Ertekin
- Secretary: David Wu
- Webmaster / Newsletter: Julia Morse
- Awards Chair: David Wells
- Membership Chair: Hugh Jack
- Special Project/Competition Chair: Wayne NP Hung
- Regional Conference (June 26-29, 2016, New Orleans, Louisiana) Coordinators: Ismail Fidan and Tony Hsieh
- Directors At Large: Hugh Jack (term ends June 2016) Mark Stratton (re-elected in 2015, term ends June 2017), Priya Mahonar (term ends June 2017)
- Past Chair: Tony Hsieh
- NCME Liaison: Steve Wendel
- SME Education Center Liaison: Mark Stratton

**PIC 1 Report:** Agnieszka presented the PIC 1 and ASEE related current information since Adrienne was busy with the business meetings of the other divisions. The followings are key points:

There is no publication fee anymore.

Division memberships are dropping overall.

Monolith's functionality is getting better.

Starting October 2015, ASEE we will begin applying an indirect rate to division BASS accounts. ASEE understands that this will result in an apparent reduction in the level of funds available for units to spend, but it is the most equitable approach to help ASEE move to a stronger financial footing. ASEE's current officially negotiated indirect rate on federal grants/contracts is 60%. ASEE's actual indirect rate is 66% and it is seeking to raise the official indirect rate to that level.

ABET is changing Criterion 3 and Criterion 5 and looking for the inputs. It is time for you to put some comments especially on Diversity.

Membership fees will not raise since there was a raise and online membership approval last year.

Any division bylaw changes can be made and they will be active starting January 2016.

Overall paper count and number of conference attendees increased this year.

ASEE is dropping the management of ASEE fellowship programs.

Make It! Session was very well received.

**Treasurer's Report:** Bill reported the following balances:

BASS account: \$2,528.17

Operating account: \$289.00

Annual Social Event held on Tuesday: Almost breakeven although some checks were not received yet.

**Membership Report:** Tony presented the membership count of the Manufacturing Division for the past four years.

2012: 307

2013: 300

2014: 289

2015: 259

Ismail indicated that the dropping trend is common for many other ASEE divisions and the focus for 2016 should be to recruit more members.

**Design/Manufacturing Competition Feedback:**

Nine schools signed up the competition this year. One school did not show up. Wayne is interested to organize another competition in 2016. David expressed his concern on adding innovation and entrepreneurship components into the competition. Ismail agrees to help Wayne in adding more components in Manufacturing Innovation.

**Review of ASEE 2014 Manufacturing Division Sessions:**

Ismail reported the following information:

Additive Manufacturing Practices and Make It! Sessions received the highest attendees.

Late evening sessions had the lowest attendees.

Only one paper's presenter did not show up due to the weather conditions and flight delays.

Morning sessions had higher participation rates.

Competition Partnership with other ASEE divisions helped to recruitment more schools.

Julia indicated the importance of presenting the division information at the beginning of each session. She volunteered to prepare a template for 2016 conference.

Student Design Competition and Make It! Sessions were live-streamed with a funding received from Tennessee Tech University as part of the National Week of Making!

**Other Business:**

Based on his attendance to 2015 SME Annual Conference and Accreditation Committee meeting, Ismail indicated that a Four Pillar and Accreditation related session or workshop could be a good fit for the 2016 conference

Evaluation of the sessions were not clearly instructed this year.

Time conflicts of the moderators have caused issues in few sessions

**Meeting adjourned at 2:05PM**

*Document prepared by:*

Ismail Fidan

06/22/2015