

126th American Society for Engineering Education  
Annual Conference and Exposition  
Manufacturing Division  
Business Meeting Minutes  
Wednesday, June 19, 2019  
Meeting Room 11, Tampa Marriott Waterside, 11:30 PM - 1:00 PM

**Attendee:** Irina Ciobanescu Husanu, Hugh Jack, Yalcin Ertekin, Dawn Wendell, Richard Chiou, Bill Tseng, Siamak Farhad, Ismail Fidan, Byul Hur, Zhenhua Wu

**Introductions, welcoming and opening remarks:** Yalcin opened the business meeting. Attendee introduced themselves.

**1) Review and Approve 2018 business meeting minute.** Dr. Fidan moved to approve the 2018 minutes, seconded by Dawn and Hugh. Minutes was approved unanimously.

**2) 2019-2020 Division Officer:**

Division Chair	Dawn Wendell
Chair-in elect/ Program Chair	Irina Ciobanescu Husanu
Associate Program Chair	Aditya Akundi
Assistant Program Chair/Treasure	Zhenhua Wu
Secretary	Siamak Farhad
Webmaster	Julia Morse
Awards Chair/Newsletter Editor	Ismail Fidan
Membership Chair	Hugh Jack
Regional Conference Coordinator	Priya Manohar
Director at large	Suzy Marzano, Richard Chiou, Bill Tseng
Diversity committee delegate	Irina Ciobanescu Husanu, Dawn Wendell
Past chair	Yalcin Ertekin

**3) Paper submissions to Manufacturing Division on 2019 ASEE Annual Conference:**

- Dawn reported paper submission to Manufacturing Division, 51 submitted, 19 withdrawn, 32 published with very good/good ratings. Few rated to be Excellent.
- 7 technique sessions, and 3 poster presentations.
- Topics of technical sessions: 1) Design and development of projects, 2) Additive manufacturing practices in education, 3) Additive Manufacturing Education, 4) Green Energy and Manufacturing Education, 5) Strategies in manufacturing education, 6) Innovations in Classroom, 7) Practices in Green and Sustainable manufacturing.

**4) PIC I meeting report:** reported by Dr. Yacin Ertekin and briefed by Dr. Christi Patton Luks

- ASEE 2018 published 1573 papers with the acceptance rate of 57.6%. 3900 attendee to ASEE 2018, but lost 400 ASEE members last year.
- Financial of ASEE: BASS account and operating account will be merged for the division in 2019-2020.
- 2019 best division paper will be presented in ASEE 2020 at Montreal.

**(a) Important dates:**

- Officers list should be submitted to ASEE ([membership@asee.org](mailto:membership@asee.org)) by July-15-2019.
- Division financial signature form should be submitted to ASEE ([accounting@asee.org](mailto:accounting@asee.org)) by July-15-2019.
- July: Division Call for Papers (CFP) to ASEE
- September: Abstract, Distinguished lecture preparation
- October: Abstract due
- November: Workshop/distinguished lecture due, abstract decision, abstract decision, and session request
- February: draft paper due
- April/May: final paper due
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**5) Division Financial report by**

Manufacturing Engineering Division  
BASS account 242

Balance at 9/30/18:           \$ 3,292.61

REVENUE

Dues Revenue YTD FY19: \$ 230.00

Interest Revenue:           \$ 6.85

Total Revenue YTD FY19 \$ 236.85

EXPENSE

ASEE Administrative Fee: \$ 69.00

Total Expense YTD FY19 \$ 69.00

Balance at 12/31/18:       \$ 3,460.46

## OPERATING ACCOUNT 342

Allocation at 10/1/2018               \$ 219.00

Expense:

Allocation net activity at 9/30/19   \$ 219.00

### **6) Membership Report** by Hugh Jack. Manufacturing Division memberships are

Year	2012	2013	2014	2015	2016	2017	2018	2019
Number	307	300	289	259	247	230	232	221

Discussion on how to increase members: 1) Removing membership fee? 2) Publishing Division Newsletter

### **7) Manufacturing Division activities ASEE 2019-20:**

- Manufacturing Division will publish a newsletter around the Christmas. Ask division members to send research/education updates to Dr. Fidan around October.
- Co-sponsor social dinner with other divisions such as Energy Conversion and Conservation Division, the restaurant needs to be identified around December, Irina and David will look for the restaurant.
- Field trip to Bombardier, Irina will contact friends in the company.
- Industry sponsors such Automation Studio and Quanser, Irina will contact to seek their help.

### **9) Adjourned**

Document prepared by: Zhenhua Wu and Siamak Farhad  
06/25/2019