

ASEE Multidisciplinary Engineering Division Business Meeting Minutes June 16, 2014

Meeting convened at 7:30 pm, during/following dinner, at Izzy and Harry's Restaurant, Center Circle Mall, downtown Indianapolis, Indiana.

1. Circulation of sign-in sheet and introductions: 11 Multi attendees, one guest (no sign-in)

Steve Northrup	snorthru@wne.edu	(Division Chair)
Gayle Ermer	germer@calvin.edu	(Program Chair)
Jean Kampe	kampej@mtu.edu	(Secretary/Treasurer)
Catherine Skokan	cskokan@mines.edu	(PIC II Chair)
Katherine Wikoff	wikoff@msoe.edu	
Cindy Barnicki	barnickc@msoe.edu	
Hal Evensen	evensenh@uwplatt.edu	
Brian Gilchrist	brian.gilchrist@umich.edu	
Dipa Shah	dshah@mit.edu	
Arthur Felse	afelse@northwestern.edu	
Harold Underwood	HUnderw@messiah.edu	
2. Welcome from the Division Chair and introduction of officers
3. Business Meeting Minutes from June 24, 2013 were distributed and approved.
4. Chair Report – Steve Northrup
 - Expected 3572 attendees at this conference (2905 have registered as of Monday morning), which is down about 150 from last year. Division membership is at 1106 members, down 14 from last year's 1120.
 - Future direction of the division was discussed. Suggestions included the following:
 - More interdivisional presentations could be held.
 - The Multi website needs updating.
 - A special session could be held on how to integrate true multidisciplinary learning. Perhaps this could crossover with the Systems Engineering Division, to encompass the broadest sense of the multidisciplinary category. Design was also mentioned as a possible vehicle, but it was noted that such attempts with design may devolve to being less about multidisciplinary aspects and more about design projects.
 - More at the graduate level could be included, multidisciplinary aspects at the graduate level.
 - Interactions with industry could be done.
 - The yield rate of conference papers resulting from submitted abstracts was discussed. Attrition is likely due to normal factors, but it was noted that more reminders on due dates could be sent out.
 - Regarding conference papers, it was noted that the nanotechnology session held earlier in the day [M455] had only three papers and these dealt more with curricular programs (two of them) and cognition of “nano” rather than with nanomaterials. Perhaps nano would offer another vehicle for integrating

multidisciplinary learning. Note: Steve Northrup offered some program chair details on how sessions are organized.

- Feedback on the 2013 arts and engineering session [T555: Integrating Art, Humanities, and Engineering] indicated that session had the highest number of attendees, but not many papers in this area are submitted. “Multi” has another side; it’s not just different engineering disciplines working together. Maybe we could offer an “Arts and Engineering” or a “Liberal Arts and Engineering” panel session. Note: Cathy Skokan offered a reminder that a proposed panel session should be on a topic of general interest.

5. Program Chair Report – Gayle Ermer

- Number of abstracts submitted – 45 (down from 53 last year; 44 in previous year), which were managed as follows: 3 rejected, 42 accepted, 7 withdrawn after review, and 6 with no associated paper submitted (i.e., “past due”)
- Papers submitted – 29, of which 2 were rejected
- Papers accepted and placed in sessions – 27 (last year 30)
- Number of sessions
 - 6 technical sessions sponsored by Multidisciplinary Engineering (7 last year, 5 previous year) with 24 papers
 - 1 poster session with 3 papers
 - 2 LEES (Liberal Education/Engineering & Society Division) sessions co-sponsored by Multidisciplinary Engineering [T148 and T648]
 - Distinguished Lecture [W348] co-sponsor: Carl Mitcham, “Learning from China.”

6. Financial Report – Jean Kampe

Account Type	BASS	Operating
Balance as of last meeting, 06/24/2013	\$0.00	\$1120.00
Debits 10/1/2012-09/30/2013	\$0.00	-\$30.96
Revenue 10/1/2012-09/30/2013	\$55.00	\$0.00
Interest 10/1/2012-09/30/2013	\$0.01	N/A
Ending fiscal year balance on 09/30/2013	\$55.01	\$1089.04
Carry forward to new fiscal year on 10/01/2013	\$55.01	\$0.00
ASEE allocation at \$1.00 per member on 10/01/2013	N/A	\$1140.00
Starting fiscal year balance on 10/01/2013	\$55.01	\$1140.00
Debits 10/01/2013-06/16/2014	\$0.00	-\$743.88
Balance as of 06/16/2014	\$55.01	\$396.12

Notes:

- a. BASS = Banking and Accounting Systems Service
- b. Operating debit of \$30.96 last year to cover 2013 Division Mixer table items and supplies
- c. BASS revenue of \$55.00 is from ticket sales to the 2013 Multi dinner division business meeting (M755 ticketed event at \$5 advance and \$10 on-site)
- d. Carry forwards: ASEE does not allow carry forward on operating accounts
- e. Operating debit of \$743.88 to cover costs of the 2013 Multi dinner division business meeting (M755)

7. PIC II Chair Report – Catherine Skokan

- Announced that this is her last year as PIC II Chair [Marjan Eggermont, University of Calgary, has been elected as the new PIC II Chair]
- Forward of information from the ASEE 2013/2014 Board of Directors Meeting held on Sunday:
 - Division by-laws need revision every ten years
 - Tomorrow [Tuesday, June 17, 2014] ASEE rolls out a new logo. Divisions will be allowed to use up existing supplies that have the old logo, but new items should be ordered with the new logo. Note: Steve requested a high-resolution copy of the new logo for future awards plaques.
 - Last year it was said that the search engine at the ASEE website is poor. IT has been called in on this issue.
 - The upcoming year is a year of action for the ASEE Diversity Committee
 - ASEE professional membership has an on-line version with reduced dues [\$69 compared to \$84] with no printed ASEE publications (i.e., you would receive an on-line PRISM instead of a hard copy magazine)
 - Division Annual Report (list of officers) is due to ASEE by July 15, 2014
 - Division Financial Signature Form is due to ASEE
 - PIC Chairs Special Projects Fund: Divisions can apply for up to \$500 (with matching funds from the division) for special projects intended to expand division efforts and visibility. Note: Cathy elaborated that Multidisciplinary should think of something to do; perhaps the use of LinkedIn or other social media. The call for applications will be coming out in the next couple of months.
 - ASEE Nominating Committee looking for nominees for 2015 elections. Note: Cathy suggested we look at ASEE awards and think of Multidisciplinary nominees. There is also a need for more representation on award committees.
 - Check Multidisciplinary Division by-laws and ASEE website to ensure that the Multi best paper award is recognized by ASEE. Go through the proper procedure to add new awards.
 - Next ASEE annual meeting is June 14-17, 2015, in Seattle.
- Discussion of other topics with PIC II Chair ensued
 - Wireless range in convention hall is poor. Cathy noted that providing wireless is expensive.
 - Fewer vendors at the Expo this year? Cathy will check.
 - Suggestion to get rid of the tote bags given out at registration and get wireless from that sponsor instead.

8. Best paper award of 2014 was presented to Underwood and Pratt, “Competitive Placement of Engineering Students on Multiyear Project Teams.” Dr. Harold Underwood accepted the award.

9. Other Business

- Nominations for the next Multidisciplinary secretary/treasurer will be needed in February 2015. Please alert a division officer if you are interested. The basic procedure is as follows: nominees each write a

short bio, and these are then distributed to division membership for a vote. Discussion then turned to the time of appointment and the duties of the secretary/treasurer.

- It was decided that the draft document of the minutes from this meeting should be distributed to those in attendance for review and corrections.

Adjournment: 9:30 pm

Respectfully submitted,



Jean Kampe
Secretary/Treasurer (2013-2015)
Multidisciplinary Engineering Division
ASEE