

ASEE Multidisciplinary Engineering Division Business Meeting Minutes

June 26, 2017

Meeting convened at 7:25 pm, during/following dinner, at Gordon Biersch Brewery Restaurant, 401 N. Front Street, Columbus, Ohio.

1. Circulation of sign-in sheet and introductions: 8 Multi attendees

Gayle Ermer	germer@calvin.edu	(Division Chair)
Jean Kampe	kampej@mtu.edu	(Program Chair)
AJ Hamlin	ahamlin@mtu.edu	(Secretary/Treasurer)
Cindy Barnicki	barnickc@msoe.edu	(Newly elected Sec./Treas.)
Elise Barrella	barrelem@wfu.edu	
Mary Katherine Watson	mwatson9@citadel.edu	
Dennis Silage	silage@temple.edu	
Hsiao-Wen Wang	whw82@mail.ncku.edu.tw	
2. Business Meeting Minutes from June 27, 2016 were distributed and approved.
3. Welcome from the Division Chair, Gayle Ermer
4. Chair Report – Gayle Ermer
 - ASEE Annual Meeting Demographics
 - 337 Business, Social, and Panel Sessions
 - 322 Technical sessions
 - 1606 Papers, 57.4% published from abstracts
 - ASEE membership is 11,174
 - Multidisciplinary Division membership is 1362 members, an all-time high
 - Update on Division By-Laws
 - Recent changes to by-laws that have been approved by the division include:
 - Revised office duties to reflect current division practices
 - Added diversity language
 - The changes to the by-laws were submitted to PIC II chair, Marjan Eggermont, who reported that the changes were approved by the Board on Sunday, June 25, 2017
 - A website manager is needed to transition/update our old website to the new ASEE mandated format
 - Dennis Silage volunteered to take on this role
 - It was noted that some of the more recent meeting minutes may not be on the old site and will need to be posted to the new site
 - Future Directions
 - Gayle Ermer facilitated a discussion with those present to identify possible future directions for the division. The following items were discussed:
 - Continue to allow Work-in-Progress (WIP) papers as a means for members to get feedback on preliminary work. For WIP papers there needs to be a clear indication if the paper is a WIP or full-paper to

avoid confusion for reviewers. Perhaps in the call for papers, require the title of these papers to begin with “Work in Progress:” It was suggested that WIP papers be scheduled into a separate session rather than including them in with full-papers of a similar topic.

- Consider hosting lightning talks or speed networking
- Consider separating the business meeting from a social event to allow members more time to interact
- Potential topics for sessions:
 - Discuss “What’s in a Name?” to discuss what we mean by multidisciplinary/interdisciplinary; what do employers expect, what do we call this type of degree
 - Impact of new ABET criteria on General Engineering Programs

5. Program Chair Report – Jean Kampe

- Summary of ASEE 2017 Multi Program
 - Number of submitted and transferred abstracts: 68 (60 accepted, 4 rejected, 2 withdrawn before review, 17 did not submit paper)
 - Number of submitted papers: 43 (1 rejected, 1 withdrawn, 0 transferred in after review)
 - Papers accepted and placed in sessions – 40 (10 approved on draft, 31 moved to rewrites, 1 rewrite not submitted) [last year 31, previous year 36]
 - 58.8% published from abstracts submitted
 - Multidisciplinary program/sessions:
 - 9 technical sessions sponsored solely by Multidisciplinary Engineering [8 last year; 8 previous year] with 40 papers
 - 1 panel session [W341] sponsored solely by Multidisciplinary Engineering
 - Co-sponsored [M445] panel, “P-12 STEM Education: Learning through Guided Discovery” with Eng. Physics and Physics Division (lead) and other divisions
 - Co-sponsored [M448A] panel, “Perspectives on Systems Engineering’s Critical Role in Transforming Engineering Education Around the Globe” with Systems Engineering Division
 - Multi was a co-sponsor for the “Interdivisional Town Hall Meeting: The Culture of Teaching” [M534A]
- Last year when an abstract was recommended for transfer to another division, it was discovered that some people were submitting abstracts to multiple divisions (the paper had already been submitted to that division). It appears that the author(s) were submitting their work to multiple divisions to improve their chances of being accepted.
- Best paper award presentation
 - The Best Multidisciplinary Division paper award of 2017 was presented to Watson and Barrella, “A Systematic Review of Sustainability Assessments in

ASEE Proceedings.” Dr. Mary Katherine Watson of The Citadel and Dr. Elise Marie Barrella of James Madison University accepted the award.

6. Financial Report – AJ Hamlin

- Financial reports from ASEE have been sparse and incorrect for the past two years. AJ Hamlin and Jean Kampe met with Jessalyn Vermillion on Sunday, June 25, to review the Multi Division BASS and Operating accounts. Jessalyn will correct errors in the accounts and notify us when those changes have been made.

LAST YEAR (06/16/2015 – 06/25/2016):

Account Type	BASS ^a	Operating
Balance as of last meeting, 06/16/2015	\$155.01	\$582.84
Debits 10/1/2014-09/30/2015:		
Award plaques for 2015 Best Paper	-99.24	
Workshop (U213C) Co-sponsored with Systems Engineering Division ^b	-166.66	
Dinner entrees for 2015 business meeting		-500.81
Revenue 10/1/2014-09/30/2015:		
Ticket sales (M741B: \$10 advance, \$20 on-site) to the 2015 business meeting	160.00	
Interest 10/1/2014-09/30/2015	0.09	N/A
Ending fiscal year balance on 09/30/2015	49.20	82.03
Carry forward to new fiscal year on 10/01/2015 ^c	49.20	0.00
ASEE allocation at \$1.00 per member on 10/01/2015 ^e	N/A	1231.00
Starting fiscal year balance on 10/01/2015	49.20	1231.00
Debits 10/01/2015-06/26/2016		
2015 Business meeting room rental		-260.00
Balance as of 06/26/2016	49.20	971.00

Notes:

- BASS = Banking and Accounting Systems Service
- Did not appear on last year’s report
- Carry forwards: ASEE does not allow carry forward on operating accounts
- Corrected from previous estimate

THIS YEAR (06/26/2016 – 06/26/2017):

Account Type	BASS	Operating
Balance as of last meeting, 06/26/2016	\$49.20	\$971.00
Debits:		
7/12/2016 Business Meeting Dinner – Appetizers, entrees, and coffee		-\$938.79
7/12/2016 Business Meeting Dinner – Beverages	-\$35.01	-\$72.21
Revenues:		
Ticket sales (M741: \$20 advance, \$30 on site) to the 2016 dinner business meeting	\$170.00	
ASEE Administrative Fee (30% of BASS revenue)	-\$51	
Workshop (U248) Co-sponsored with Systems Engineering Division	\$130.12	
ASEE Administrative Fee (30% of BASS revenue)	-\$39.04	
Interest: 10/1/2015-09/30/2016	\$0.09	N/A
Ending fiscal year balance on 09/30/2016	\$224.36	\$0.00
Beginning balance first quarter on 10/1/2016		\$0.00
Carry forward to new fiscal year on 10/01/2016	\$224.36	\$0.00
ASEE allocation at \$1.00 per member on 10/01/2016	N/A	\$1295.00
Starting fiscal year balance on 10/01/2016		\$1295.00
Balance as of 06/26/2017	\$224.36	\$1295.00

7. PIC II Chair Report from Marjan Eggermont, presented by Gayle Ermer
 - Peter Schmidt is the incoming PIC II Chair
 - Statistics of the conference and membership discussed earlier
 - If you have any issues to pass up to the PIC Chair, let Gayle know.
 - One item discussed at the PIC II meeting was the shifting of deadlines and the impact that has on program chairs. It was suggested that the deadlines should be firm.

8. Other Business
 - ASEE Publications and Policies
 - An Ad hoc Subcommittee compiled and outlined several options for publications. This report was circulated to program chairs and it was requested that divisions discuss the report prior to the Program/Division Chairs Meeting to be held on Wednesday, June 28, where it would be discussed. Gayle and AJ will be representing the division at this meeting. The following is a summary of the items brought up during a discussion of this topic:
 - It would be nice if the ASEE papers were indexed/available through Google Scholar.
 - What does ASEE get by holding paper copyrights?
 - The options may impact division members' promotion and tenure

- ASEE's "Publish-to-Present" policy has improved the quality of papers being presented.
- Rotation of Officers
 - Current Chair, Gayle Ermer, noted the next succession of officers to occur at the conclusion of the 2017 Annual Conference for terms of two years:
 - Gayle Ermer moves to Past Division Chair
 - Jean Kampe moves to Division Chair
 - AJ Hamlin moves to Program Chair
 - Cynthia Barnicki, our newly elected officer, begins as Secretary/Treasurer

The meeting was adjourned at 9:15 pm

Respectfully submitted,

AJ Hamlin
Secretary/Treasurer (2015-2017)
Multidisciplinary Engineering Division
ASEE