

MINUTES
EXECUTIVE BOARD MEETING
ASEE Southeastern Section
September 15, 1988

This meeting of the Executive Board was convened by President Robert D. Snyder at 7:00 p.m. at the Airport Howard Johnson Inn in Atlanta, Georgia, with the following present:

Robert D. Snyder, UNC Charlotte, President
O. E. Wheeler, Memphis State University, Past-President
Max L. Hailey, UT-Chattanooga, Vice President and Chairman of the Instructional Unit
Richard Roberds, University of Tennessee Space Institute, Vice President and Chairman of the Administrative Unit
Jack B. Evett, UNC Charlotte, Secretary-Treasurer
Clinton Strange, University of Central Florida, Chairman of the Industrial Engineering Division
Charles R. Cozzens, Memphis State University, Newsletter Editor
Hugh F. Keedy, Vanderbilt University, ASEE Zone II Chairman
Alan Lane, University of Alabama, General Chairman for 1989 Annual Section Meeting

Minutes of the Executive Board Meeting of April 10, 1988, and the Section Business Meeting of April 12, 1988, were approved as distributed by Secretary Evett.

A Treasurer's Report for the period April 1, 1988, through August 31, 1988, was presented by Treasurer Evett. A copy of the report is attached to the official copy of the minutes of this meeting. The report showed a balance on hand of \$4283.86. After some general discussion of particular items on the treasurer's report, the report was accepted.

During discussion of the treasurer's report, the matter of a serious cost overrun on the 1988 Annual Section Meeting at Louisville came up. Zone Chairman Keedy indicated there appeared to be a deficit from that meeting of approximately \$_____. He also indicated that he was calling a meeting of the Zone II Executive Board for October 28 with the cost overrun as the main item to be covered. After considerable discussion, the following resolution was passed:

The Southeastern Section of ASEE expresses its displeasure at the prospect of not receiving a refund of \$3700 we advanced for the 1988 Zone II meeting. Prior to considering any further action, our Executive Board requires a full accounting of all expenses (presentation and explanation of bills and receipts).

Treasurer Evett distributed a proposed budget for 1988-89, a copy of which is attached to the official copy of the minutes of this meeting. It was approved as distributed.

A discussion of the various section awards ensued. It was noted that responsibility for the Thomas C. Evans Instructional Paper Award belonged to Michael Wells (Tennessee Tech); for the Research Paper Award, Michael

Deisenroth (VPI & SU); and for the Dow and AT & T Awards, Wayne Chen (University of Florida).

The next item on the agenda was consideration of the Section's "new-member policy." For two years, the Section followed a policy of supporting half the individual dues for each of the first two years for new ASEE members from the Section. After lengthy discussion, it was decided to discontinue this policy in light of a national policy that accomplishes much the same purpose. The Section will, however, continue to meet commitments already made.

President Snyder named the following committees for formal approval by the Board:

- (1) Nominating Committee: O.E. Wheeler (chairman), Mancill Milligan, Hugh Keedy (three immediate past-presidents of the Section)
- (2) Place of Meeting Committee: Alan Lane (chairman), _____, and _____ (general chairman at host institution for current year and next two meetings)
- (3) Resolutions Committee: William Cooley (chairman), Charles Knight, Robert Case (three immediate past program chairmen)
- (4) Committee to review By-Laws: O. E. Wheeler (chairman), Sam Gambrell, David Waugh (ad hoc)

The Board approved these committees as presented. President Snyder noted that he expected Joe Biedenbach would continue as chairman of the Campus Representatives Committee. He also noted that the Awards Committee (for the Dow and AT & T Awards) is chaired by the President-Elect (Wayne Chen).

The next item on the agenda was discussion of a site for the 1991 Annual Section Meeting (the 1990 meeting will be in Charlotte). It was mentioned that someone from The Citadel had expressed a possible interest in hosting the 1991 meeting, but no formal invitation had been extended. The importance of establishing a site for the 1991 meeting no later than the April 1989 Board meeting was noted.

Charles Cozzens, newsletter editor, indicated he would get a newsletter out in October that would highlight the upcoming April section meeting and asked that calls for papers and notices of awards be sent to him promptly for inclusion in the newsletter.

The Board then discussed the proposal from national ASEE to participate in a scholarship program whereby a scholarship funded by national and the Section would be awarded to an engineering student in the Section. This item had been discussed at the April 10 Board meeting and deferred until this meeting. After discussion, it was decided not to participate at this time.

Zone Chairman Keedy distributed a handout and made some general comments about his role with the Section.

There being no other business, the meeting was adjourned at 9:30 p.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Jack B. Evett", written in a cursive style.

Jack B. Evett, Secretary

SOUTHEASTERN SECTION
AMERICAN SOCIETY FOR ENGINEERING EDUCATION

Treasurer's Report

April 1, 1988 to August 31, 1988

Balance on hand April 1, 1988		\$3162.45
Receipts:		
Institutional Dues (2 @ \$50.00)	100.00	
Interest Income	278.16	
Allocation	<u>2280.00</u>	
Total Receipts		2658.16
Expenses:		
New Members	366.50	
Research Unit Paper Award (1988)	200.00	
Instructional Unit Paper Award (1988)	500.00	
Newsletter (June 1988)	<u>470.25</u>	
Total Expenses		1536.75
Balance on hand August 31, 1988		4283.86

SOUTHEASTERN SECTION
AMERICAN SOCIETY FOR ENGINEERING EDUCATION

Budget for 1988-89

Balance on hand September 1, 1988		\$4283.86
Projected Receipts:		
Institutional Dues (42 @ \$50.00)	2100.00	
Interest Income	600.00	
Allocation	<u>2280.00</u>	
Total Receipts		4980.00
Projected Expenses:		
New Members	1000.00	
Research Unit Paper Award (1989)	200.00	
Instructional Unit Paper Award (1989)	500.00	
Newsletters (2)	900.00	
Section Proceedings (1988)	1000.00	
Section Proceedings (1989)	1000.00	
Planning Factors Study	1500.00	
Postage	150.00	
Miscellaneous	100.00	
Fall Planning Meeting	200.00	
Total Expenses		6550.00
Projected Balance on hand August 31, 1989		2713.86

MINUTES
ANNUAL PLANNING MEETING
ASEE Southeastern Section
September 16, 1988

The Annual Planning Meeting was convened by President-Elect Wayne Chen at 8:30 a.m. at the Airport Howard Johnson Inn in Atlanta, Georgia, with the following present:

Wayne Chen, University of Florida, President-Elect
O. E. Wheeler, Memphis State University, Past-President
Max L. Hailey, UT-Chattanooga, Vice President and Chairman of the Instructional Unit
Richard Roberds, University of Tennessee Space Institute, Vice President and Chairman of the Administrative Unit
Jack B. Evett, UNC Charlotte, Secretary-Treasurer
Clinton Strange, University of Central Florida, Chairman of the Industrial Engineering Division
Aaron Ball, Western Carolina University, Chairman of the Engineering Technology Division
Dewey H. Deason, Tennessee Technological University, Chairman of the Civil Engineering Division
Cecil O. Huey, Clemson University, Chairman of the Mechanical Engineering Division
John T. Mason, Tennessee Technological University, Vice Chairman of the Administrative Unit
Charles R. Cozzens, Memphis State University, Newsletter Editor
Joseph Biedenbach, University of South Carolina, Chairman of the Campus Representatives Committee
Hugh F. Keedy, Vanderbilt University, ASEE Zone II Chairman
Alan Lane, University of Alabama, General Chairman for 1989 Annual Section Meeting

Secretary-Treasurer Evett commented that the Executive Board had met the night before and briefly reviewed actions taken during that meeting. There was no left-over business from that meeting requiring further action by the Board.

Attention then turned to planning for the 1989 Annual Section Meeting to be held April 2-4, 1989, in Tuscaloosa, Alabama, with The University of Alabama as the host institution. Alan Lane reported that the meeting would be held at the Paul W. Bryant Conference Center, with lodging available at the Sheraton Capstone Inn at approximately \$60 per night and at other area motels. He presented as a proposed theme for the meeting "Modern Design: Engineering Education's Response." He also distributed a proposed budget for the meeting, a copy of which is attached to the official copy of these minutes. The proposed budget projected a conference registration fee of approximately \$99. The meeting theme and revised budget were approved. President-Elect Chen noted that planning was well underway and thanked Alan Lane for the work that had been done.

President-Elect Chen then called on Max Hailey, program chairman for the section meeting. He distributed an outline for the three days of the meeting and led a discussion of the various time slots involved. After

considerable discussion, the overall program was firmed up with the following highlights: Sunday evening, Reception and Social Hour; Monday morning, Keynote Session and Unit Meetings; Monday afternoon, Division Programs; Monday evening, Reception and Awards Banquet; Tuesday morning, Division Programs and Plenary Session; Tuesday noon, Annual Business Meeting and Luncheon. For the Plenary Session, a theme of "Directions in Engineering Education" was decided upon; and Gene Wheeler agreed to invite Charles Samson, immediate Past-President of NSPE, and Wayne Chen agreed to invite Russel Jones, immediate Past-President of ABET, to make presentations. With regard to individual programs at unit and division meetings, it was agreed to issue a "call for papers" via a newsletter (and other means) by October 1, with responses to the call to be made to the individual unit and division program chairmen by December 1 and with firmed-up programs sent to Max Hailey by the unit and division program chairmen by January 1.

President-Elect Chen called on Zone Chairman Keedy for any comments he might have. He made a few brief remarks reiterating what had been said the night before at the Board Meeting and ended by encouraging everyone to use him as a contact with the national Board of Directors.

There being no other business, the meeting was adjourned at 11:30 a.m. and was immediately followed by the annual planning luncheon in the Howard Johnson restaurant.

Respectfully submitted,



Jack B. Evett, Secretary

PROGRAM BUDGET REPORT

PROGRAM NAME : ASEE
 ADMINISTRATOR: FORMAN
 LOCATION : BRYANT
 CREDIT HOURS : 0

PROGRAM ID# : 09-09-009
 BEGIN DATE : 4/89
 FACULTY : VARIOUS
 NON-CREDIT HOURS : 10

INCOME :

PARTICIPANTS AT PRICE

110 \$ 99

PARTICIPANT INCOME \$ 10890
 ADDITIONAL INCOME \$ 0
 TOTAL INCOME \$ 10890

DIRECT EXPENSES :	CODE	VARIABLE	FIXED	TOTAL	SUNK
POSTAGE	4130	0	360	360	360
TELEPHONE	4140	0	25	25	0
PRINTING	4150	0	440	440	440
TRAVEL-INSTR./CONSLT	4205 A	0	250	250	0
SPACE RENTAL	4350 A	9.5	0	1045	0
SUPPLIES	4540 A	.65	0	71.5	0
REFRESH.-COFFEE, ETC.	4902 B	3	0	330	0
LUNCHEONS/BANQUETS	4902 C	50	0	5500	0
OTHER-(SPECIFY)	4999	0	50	50	50
CONTINGENCY		0	0	0	
SUBTOTAL		\$ 63.15	\$ 1125	\$ 8071.5	\$ 850

INDIRECT EXPENSE : \$ 2825
 TOTAL PROGRAM EXPENSES \$ 10896.53
 NET INCOME \$ -7

AT \$ 99 PER PARTICIPANT, THE NUMBER OF PARTICIPANTS TO:

BREAK-EVEN : 110
 MEET EXPENSES : 31
 CARRY THE PROGRAM : 8

MINUTES
EXECUTIVE BOARD MEETING
ASEE Southeastern Section
April 10, 1988

This meeting of the Executive Board was convened by President Robert D. Snyder at 4:00 p.m. at the Galt House in Louisville, Kentucky, with the following present:

Robert D. Snyder, UNC Charlotte, President
O. E. Wheeler, Memphis State University, Past-President
Donald E. Beasley, Clemson University, Vice President and Chairman of the Research Unit
Jack B. Evett, UNC Charlotte, Secretary-Treasurer
Charles R. Cozzens, Memphis State University, Newsletter Editor
Don Dekker, Rose-Hulman, ASEE Zone II Chairman
Hugh F. Keedy, Vanderbilt University, ASEE Zone II Chairman-Elect
Stacey Long, ASEE Headquarters

President Snyder announced with regret the untimely death during the year of President Thomas C. Evans, Jr. As President-elect, he (Snyder) was filling the office of president for the remainder of the year.

Minutes of the Executive Board Meeting of April 10, 1987, were approved.

Treasurer Evett distributed a treasurer's report, a copy of which is attached to the official copy of the minutes of this meeting. The report showed a balance of \$3,162.45 as of March 31, 1988. The treasurer's report was accepted.

Gene Wheeler, who had suggested at a previous board meeting that a Distinguished Service Award be given to Ed Lear, reported that he had determined that such awards are intended for persons working more or less "behind the scenes" who would not be recognized otherwise. He felt Lear did not fall in this category and withdrew his suggestion.

Gene Wheeler reported that the nominating committee will present at the annual business meeting the following slate of officers for 1988-89: President, Robert D. Snyder, UNC Charlotte; President-Elect, Wayne Chen, University of Florida; and Secretary-Treasurer, Jack B. Evett, UNC Charlotte.

Discussion of future meeting sites ensued. Invitations from the University of Alabama and The University of North Carolina at Charlotte to host the 1989 and 1990 annual section meetings, respectively, were accepted and approved. Invitations for 1991 are sought.

Charles Cozzens indicated he would publish a newsletter soon after the annual meeting. He solicited input for it. It was agreed that lists of new members, dues-paying institutions, and officers for next year would be included.

Discussion ensued regarding some kind of memorial for Tom Evans. It was agreed to suggest that the Instructional Unit name its annual instructional paper award the Thomas C. Evans, Jr. Instructional Paper Award.

Zone Chairman Dekker reported that the ongoing zone meeting appeared to be successful with over 200 in attendance. He reported that there has been a slight reorganization of the Board (national) but that they had kept four zone chairmen on the Board. He also reported on a plan from national headquarters of ASEE to establish twelve (one for each section) scholarships in the amount of \$1000 each to be funded \$500 by the section and \$500 by headquarters. After some discussion of this proposal, it was agreed to postpone action until the fall board meeting and planning session.

There followed some discussion of the section's "new member policy." It was decided to delay action on that until the fall meeting.

There being no further business, the meeting was adjourned at 5:30 p.m.

Respectfully submitted,

Jack B. Evett, Secretary

SOUTHEASTERN SECTION
 AMERICAN SOCIETY FOR ENGINEERING EDUCATION

Treasurer's Report

April 1, 1987 to March 31, 1988

Balance on hand March 31, 1987	\$7270.14
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Receipts:

Institutional Dues (40 @ \$50.00)	\$2000.00	
Interest Income	318.88	
Allocation	<u>2253.00</u>	
 Total Receipts		 4571.88

Expenses:

Advance to the University of Louisville	3700.00	
New Members	591.00*	
Research Unit Paper Award (1987)	200.00	
Expenses for E. W. Ernst (1987 Annual Meeting)	90.30	
Postage	44.00	
Proceedings (1987)	751.25	
Newsletter (June 1987)	260.44	
Flowers for Evans Funeral	42.58	
Planning Factors Report (1987 and 1988)	<u>3000.00</u>	
 Total Expenses		 8679.57

Balance on hand March 31, 1988	3162.45
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* Estimated

Anticipated Activity through the end of the year (June 30, 1988)

Interest Income	+300.00
Reimbursement from the University of Louisville	+3700.00
Research Unit Paper Award (1988)	-200.00
Instructional Unit Paper Award (1988)	-500.00
Newsletter???	-260.00
New Members	-600.00
Proceedings (1988)	-750.00
 Projected Balance, June 30, 1988	 4852.45

MINUTES
FIFTY-FOURTH ANNUAL MEETING
ASEE Southeastern Section
April 9-12, 1988

Overview of Meeting

The 54th Annual Meeting of the ASEE Southeastern Section was held April 9-12, 1988, at the Galt House in Louisville, Kentucky, hosted by the University of Louisville. For the first time in history, this meeting was held jointly with the Illinois-Indiana and North Central Sections as a Zone II meeting. The theme of the meeting was "...Together for Quality and Productivity." General Chairman for the meeting was Richard Latimer of the University of Louisville, and Associate Chairman and Technical Program Co-chairman representing the Southeastern Section was William Cooley of George Mason University.

Highlights of the meeting included several workshops on Saturday and a keynote address on Sunday by Dr. A. Blanton Godfrey, Chairman and CEO, The Juran Institute. A full slate of sessions followed until the meeting closed with the noon Tuesday luncheon and business meeting.

Annual Awards Banquet

The Annual Awards Banquet was held on Sunday evening at the Galt House with Zone II Chairman Don Dekker presiding. The following Southeastern Section awards were presented:

..AT&T	Luther G. Kraige, VPI & SU William J. Wepfer, Georgia Tech
..Dow	None
..Research Paper	D. T. Telionis, VPI & SU
..Instructional Paper	William J. Wepfer, Georgia Tech Roger L. T. Oehmke, Georgia Tech

Section Business Meeting and Luncheon

The Annual Business Meeting and Luncheon was called to order by President Robert Snyder. He acknowledged the untimely death during the year of President Tom Evans of The Citadel and reported that the Instructional Unit had voted to name its annual instructional paper award the Thomas C. Evans, Jr. Instructional Paper Award.

President Snyder also reported that the Research Unit, in an effort to give more recognition to the many excellent research papers which are being submitted and hopefully to attract new members to the Research Unit, had voted to institute a \$200 award for the runner-up paper.

President Snyder announced the following slate of nominations for section officers for 1988-89:

President -- Robert D. Snyder, UNC Charlotte
President-Elect -- Wayne Chen, University of Florida
Secretary-Treasurer -- Jack B. Evett, UNC Charlotte

There being no nominations from the floor, these persons were elected by acclamation.

President Snyder noted that officers for all units and divisions have been elected and reported to the secretary. (A copy of all officers is attached to the official copy of these minutes.)

President Snyder read a set of resolutions pertaining to the meeting, which were approved. A copy of these resolutions is attached to the official copy of these minutes.

President Snyder reported that the national headquarters of ASEE has proposed to establish twelve (one for each section) scholarships in the amount of \$1000 each to be funded \$500 by Headquarters and \$500 by the section. The matter will be discussed at the fall planning meeting, and comments from members were solicited.

President Snyder announced that the 1989 annual section meeting will be held at the University of Alabama with Alan Lane as general chairman and Max Hailey of the University of Tennessee-Chattanooga as program chairman. Suggestions regarding a theme for that meeting were also solicited.

There being no further business, the meeting was adjourned.

Respectfully submitted,

Jack B. Evett, Secretary

American Society for Engineering Education
Southeastern Section
Officers

1988-89

President Robert D. Snyder, UNC Charlotte
President Elect Wayne Chen, University of Florida
Past President O. E. Wheeler, Memphis State University
Vice Presidents Suren N. Dwivedi, UNC Charlotte
Max L. Hailey, UT-Chattanooga
Richard Roberds, University of Tennessee Space Institute
Secretary-Treasurer Jack B. Evett, UNC Charlotte

Administrative Unit

Chairman Richard Roberds, University of Tennessee Space Institute
Vice Chairman John L. Mason, Tennessee Technological University
Secretary George M. Swisher, Tennessee Technological University

Instructional Unit

Chairman Max L. Hailey, UT-Chattanooga
Vice Chairman S. Michael Wells, Tennessee Technological University
Secretary Robert G. Batson, University of Alabama

Research Unit

Chairman Suren N. Dwivedi, UNC Charlotte
Vice Chairman Michael P. Deisenroth, VPI & SU
Secretary D. P. Telionis, VPI & SU
Treasurer Samuel C. Gambrell, Jr., University of Alabama

Civil Engineering Division

Chairman Dewey H. Deason, Tennessee Technological University
Vice Chairman Robert L. Carter, Southern College of Technology
Secretary Harry C. Saxe, The Citadel

Mechanical Engineering Division

Chairman Cecil O. Huey, Jr., Clemson University
Vice Chairman W. Stan Johnson, University of Tennessee
Secretary George M. Swisher, Tennessee Technological University

Industrial Engineering Division

Chairman C. Clinton Strange, Jr., University of Central Florida
Vice Chairman Jessica O. Matson, University of Alabama

Engineering Graphics Division

Chairman Larry K. Goolsby, Tennessee Technological University
Vice Chairman George R. Lux, VPI & SU
Secretary Bruno W. Strack, Memphis State University

Engineering Mechanics Division

Disbanded

Engineering Technology Division

Chairman Aaron Ball, Western Carolina University
Vice Chairman Robert L. Douglas, Memphis State University
Secretary Sandra J. Lloyd, Southern College of Technology

RESOLUTIONS

Fifty-Fourth Annual Meeting
Southeastern Section
American Society for Engineering Education
April 9-12, 1988

WHEREAS the Southeastern Section of the American Society for Engineering Education has enjoyed the gracious and generous hospitality of the Galt House in Louisville, Kentucky, during its 54th annual meeting, and

WHEREAS the members of the section wish to acknowledge with grateful appreciation the efforts of those responsible for the hospitality and outstanding arrangements which have contributed to the success and fellowship of the joint meeting of all Zone II sections,

THEREFORE LET IT BE RESOLVED

FIRST, that we thank Don Dekker, ASEE Zone II Chairman, for his vision in proposing a Zone II joint meeting of the Southeastern, Illinois-Indiana, and North Central Sections, and his dedicated effort in support of the meeting, and

SECOND, that we express our particular appreciation to the host, Dean Earl Gerhard of the University of Louisville, Speed Scientific School, and to each member of the host committee who worked so effectively under the leadership of the general chairman, Richard H. Latimer, and

THIRD, that we thank each of the following for their particular contribution:

The University of Louisville and ASEE Zone II for the planning and support they provided for all the events which made this meeting so informative and enjoyable, and

the Kentucky Center for the Arts and the Belle of Louisville for their entertainment and accommodations, and

General Electric and Ford Motor Companies for the tour of their facilities, and

FOURTH, that we again express our appreciation to the AT&T Foundation and the DOW Chemical Company for sponsoring the awards given at the meeting, and

FIFTH, that we thank the technical program co-chairmen: Dr. William Cooley, Southeastern Section; Dr. Bruce Harding, Illinois-Indiana Section; and Dr. Colby Ardis, North Central Section; and the members of the coordinating committee for their part in planning the Zone II meeting, and

SIXTH, that we thank Dr. A. Blanton Godfrey, Chairman and CEO of the Juran Institute, for an outstanding keynote address, and

SEVENTH, that we recognize the continued fine efforts of the editor of the Proceedings, Dr. Joseph Biedenbach, and

BE IT FURTHER RESOLVED that a copy of these resolutions be included in the minutes, and that the secretary be instructed to transmit copies to the persons concerned.

Respectfully submitted by the Committee on Resolutions, Charles V. Knight, Chairman.

Approved unanimously by the Section on April 12, 1988.