

MINUTES  
EXECUTIVE BOARD MEETING  
ASEE Southeastern Section  
September 14, 1989

This meeting of the Executive Board was convened by President Wayne Chen at 7:30 p.m. at the Airport Howard Johnson Inn in Atlanta, Georgia, with the following present:

Wayne H. Chen, University of Florida, President  
Robert D. Snyder, UNC Charlotte, Past President  
Robert Mabrey, Tennessee Technological University, President Elect  
Robert Batson, University of Alabama, Vice President and Chairman of the Instructional Unit  
C. Clinton Strange, Jr., University of Central Florida, Vice President and Chairman of the Research Unit  
Jack B. Evett, UNC Charlotte, Secretary-Treasurer  
Bruno W. Strack, Memphis State University, Chairman of the Engineering Graphics Division  
Robert L. Douglas, Memphis State University, Chairman of the Engineering Technology Division  
Kenneth P. Brannan, The Citadel, Vice Chairman of the Civil Engineering Division  
J. P. Mohsen, University of Louisville, Chairman of the Civil Engineering Division  
Hugh F. Keedy, Vanderbilt University, ASEE Zone II Chairman  
Ambrose "Bo" Barry, UNC Charlotte, General Co-Chairman for the 1990 Annual Section Meeting

President Chen welcomed everyone present and thanked them for coming. He indicated that he hoped Ms. Cathy Hernandez, Manager for Membership and Information Services at ASEE Headquarters, would be able to attend Friday's Annual Planning Meeting. He also indicated that for the first time, both chairmen and vice chairmen of all units and divisions were invited to the planning meeting in the hope of improving planning and particularly continuity for the annual meeting.

Minutes of the Executive Board Meeting of April 2, 1989, were approved as distributed by Secretary Evett.

A Treasurer's Report for the period April 1, 1989, through August 31, 1989, 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 \$4754.49. After some general discussion of particular items on the report, the report was accepted as distributed.

Treasurer Evett next distributed a proposed budget for 1989-90, a copy of which is attached to the official copy of the minutes of this meeting. Zone Chairman Keedy indicated that some expenses associated with the Fall Leadership Meeting should be factored into the proposed budget. A maximum amount of \$750 was suggested. With this addition to the proposed budget, the budget was approved.

In the president's report, President Chen indicated that he had attended the zone meeting at the ASEE national meeting in Lincoln, Nebraska, at which Cathy Hernandez had been introduced as the new Manager for Membership and Information Services. He also noted that the incoming Zone II Chairman was announced as Colby Ardis, new Dean of Engineering at the University of Southern Illinois at Edwardsville. He will succeed Hugh Keedy in June 1990.

President Chen indicated that the Section is putting a heavy emphasis on the quality of the various section awards. He indicated the importance of these awards in giving recognition and encouragement for outstanding achievement. He noted that responsibility for the Dow and the two AT & T Awards competitions rests with the President Elect (Robert Mabrey), for the Thomas C. Evans, Jr. Instructional Paper Award responsibility belongs to the Instructional Unit (Robert Batson, Michael Wells), and responsibility for the Research Paper Award rests with the Research Unit (Clinton Strange, David Shen). President Chen also noted that the Section makes an award to the outstanding campus representative. After some discussion, it was noted that information concerning campus representatives comes to the Section President from ASEE Headquarters, and it is the President's responsibility to see that an outstanding campus rep is selected. Hugh Keedy also noted that the Section makes from time to time a Section Distinguished Service Award to an individual who has made outstanding contributions of time and service to the Section over a period of time.

Discussion ensued next with regard to possible update of the Section's By-laws. It was decided to defer any major changes in By-laws until expected changes are made in national By-laws. However, Robert Snyder agreed to review the By-laws to eliminate sexist language and possibly to change the names of the section's president and related offices to chairman (or chairperson or chair). He will report back to the next board meeting in Charlotte.

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

- (1) Nominating Committee: Robert Snyder (chairman), O. E. Wheeler, Mancil Milligan (three immediate past presidents of the Section)
- (2) Place of Meeting Committee: Ambrose "Bo" Barry, (chairman), \_\_\_\_\_, and \_\_\_\_\_ (general chairman at host institution for current year and next two meetings)
- (3) Resolutions Committee: Max Hailey (chairman), William Cooley, Charles Knight (three immediate past program chairmen)

The Board approved these committees as presented.

The next agenda item was discussion of the 1991 Annual Section Meeting to be hosted by The Citadel in Charleston, South Carolina. Ken Brannan, of The Citadel, indicated that April is a heavy tourist season in Charleston and that room rates for April 15-17 would be \$95, whereas those for March 10-13 would be \$65. Since the meeting is normally held in April, discussion ensued as to the prospects of holding the meeting in early March in-

stead of April. Potential problems included "spring breaks," possible problems in getting program planning done and papers to Biedenbach in time to be published in the Proceedings, potential for hazardous weather over parts of the section that could prevent travel to the meeting, and potential conflicts with other meetings normally scheduled in March. It was decided to defer a decision until later.

Attention then turned to potential sites for the 1992 meeting and beyond. After considerable discussion, VPI & SU, Old Dominion, Georgia Tech, and Vanderbilt were suggested as sites for future meetings. It was decided that President Chen would contact the deans at Old Dominion University and Vanderbilt University to see if they would consider hosting meetings in 1992 and 1993.

President Chen then called on Hugh Keedy for the Zone Chairman's report. He distributed a lengthy written report, a copy of which is attached to the official copy of these minutes. He indicated that his role as zone chairman is basically to provide information to the sections from the national level and to be available to provide feedback to the (national) Board. He noted that Executive Director Karl Willenbrock was relieved of his duties as of July 15, 1989. Tom Perry will serve as Interim Executive Director, and a search committee is currently seeking a new director. He then discussed briefly some of the items contained in his written report.

There being no further business, the meeting was adjourned at 10:15 .m.

Respectfully submitted,

Jack B. Evett, Secretary

SOUTHEASTERN SECTION  
AMERICAN SOCIETY FOR ENGINEERING EDUCATION

Treasurer's Report

April 1, 1989 to August 31, 1989

Balance on hand March 31, 1989		\$5310.33
Receipts:		
Interest Income	246.79	
Total Receipts		246.79
Expenses:		
Research Unit Paper Award	200.00	
Proceedings (1989)	532.95	
Award Expenses	44.68	
New Member	25.00	
Total Expenses		802.63
Balance on hand August 31, 1989		4754.49

SOUTHEASTERN SECTION  
AMERICAN SOCIETY FOR ENGINEERING EDUCATION

Budget for 1989-90

Balance on hand September 1, 1989		\$4754.49
Projected Receipts:		
Institutional Dues (42 @ \$50.00)	2100.00	
Interest Income	390.00	
Allocation	2350.00	
	-----	
Total Receipts		4840.00
Projected Expenses:		
New Members	50.00	
Research Unit Paper Award (1990)	200.00	
Instructional Unit Paper Award (1990)	500.00	
Newsletters (3; one from last year)	1570.00	
Section Proceedings (1990)	600.00	
Planning Factors Study (1989 and 1990)	3000.00	
Postage	75.00	
Fall Planning Meeting (1989)	250.00	
Miscellaneous	100.00	
	-----	
Total Expenses		6345.00
Projected Balance on hand August 31, 1990		3249.49



## BOARD OF DIRECTORS

REPLY TO:

### Officers 1989-90

#### President

**Anthony B. Giordano**  
Polytechnic University

#### President Elect

**Curtis J. Tompkins**  
University of West Virginia

#### Most Immediate Past President

**Lawrence P. Grayson**  
U.S. Dept. of Education

#### First Vice President

**Billy V. Koen**  
University of Texas at Austin

#### Vice President

**Robert K. Armstrong**  
Florida Technological  
and College Center

#### Vice President

**Robert J. Heyborne**  
University of the Pacific

#### Vice President

**Glen J. Martin**  
IITM, Inc.

#### Vice President

**W. Dan Turner**  
University of Mississippi

#### Executive Director

**Thomas J. Perry**

### Directors

#### Eleanor Baum

The Cooper Union for the Advancement  
of Art and Science

#### J. Ray Bowen

University of Mississippi

#### Russell K. Dean

Washington State

#### Alan K. Karplus

Western New England College

#### Hugh F. Keedy

Virginia Polytechnic Institute

#### Robert K. Snortland

Michigan Technological University

#### Virgil W. Snyder

Michigan Technological University

#### Byron E. Thinger

Boji Engineering Co.

#### Anthony J. Tilmans

University of California, Berkeley

#### Glen A. Weese

University of Michigan

Topics for discussion  
Southeastern Section Executive/Planning Meetings  
Prepared by Hugh F. Keedy, Zone II Chairman

September 14-15, 1989

1. Review of relationship of Zone Chairmen to Sections (Attachment A)
2. Information of Section activities needed by Zone Chairman (Attachment B)
3. Information items for Zone II Sections (Attachment C)
3. FY 90 Budget for Zone and Sections (Attachment D)
4. Membership Data, June 1989 (Attachment E)
5. Topics for Consideration and Action (Attachment F)
6. Opportunities for Section Action and Involvement (Attachment G)
7. Section Officer Leadership Conference and Zone Business Meeting; November 18, 1989 (Attachment H)

## Relationship of Zone Chairman to Sections:

- .. The Zone Chairman is to attend all section executive board meetings and section meetings of sections in his zone.
- .. The Zone Chairman can receive proposals for discretionary Zone funds. For instance, zone-sponsored breakfasts for Campus Representatives have been held at Section meetings.
- .. The Zone Chairman is charged with planning and conducting at least one meeting of the Executive Board of the zone per year. Funds are available from the Zone Chairman to support (at least in part) travel expenses of Board members to the meeting.
- .. The Zone Chairman is to present a Chairman pin to Chairman as they end their term of office, preferably at a function scheduled for a Section meeting.
- .. The Zone Chairman is to serve as a liaison between the Board of Directors of ASEE and the sections. Information about Board activities and programs approved are passed to the section officers and issues and concerns of the sections are passed to the Zone Chairman for referral to the Board.
- .. In general, the Zone Chairman is to be available to the sections in any way that can make the operation of the sections more effective, efficient, and in concert with the overall goals of ASEE.
- .. Zone Chairmen are charged with maintaining an up-to-date file on their sections, including names, addresses and phone numbers of various officers, as well as dates and places of all planned meetings. SECTION CHAIRMEN, PLEASE NOTE AND RESPOND ACCORDINGLY.
- .. A Zone Chairman should communicate upon occasion with Campus Representatives.
- .. A Zone Chairman is to solicit nominations from each section for the Zone Outstanding Campus Representative Award.

H. F. Keedy 9/14/88

Attachment B

Information of Section activities needed by Zone Chairman

- a. List of Section officers
- b. Meeting dates, themes, locations
- c. Copies of financial reports
- d. NEE and Campus Representative activities reports
- e. Nominations and awards information
- f. Copies of Section newsletters
- g. Membership recruitment plans (corporate and individual)
- h. Copy of annual report of Section
- i. Concerns of the Section that need addressing
- j. Issues or requests to be presented to the ASEE Board
- k. Copies of pertinent material related to the Section
- l. Nomination for Zone Campus Representative Award

It would be helpful to the Zone Chairman-Elect if copies of the above information items would also be sent to him.



Information Items for Zone II Sections: September 1989

1. ASEE Executive Director: Karl Willenbrock was relieved of his duties as Executive Director in an action taken at the June 25, 1989 meeting of the ASEE Board of Directors. Subsequently, on July 17, and after a counter-proposal by Karl was rejected by the Board, Karl signed a "no-recourse" agreement and received payment of \$100,000. Since then, he has accepted a position with NSF as Assistant Director of Scientific, Technological, and International Affairs, and began September 1.

Tom Perry has agreed to serve as Interim Executive Director. A Headquarters Steering Committee has been set up and will meet weekly to consider managerial affairs of major interest. Tony Giordano, current President, will address items involving external affairs.

A search committee (John C. Calhoun, Chairman; Robert K. Armstrong; Steven R. Chesier; George E. Dieter; Donald E. Marlowe; Tom Perry, staff liaison) was formed in early July and charged to propose a primary and two alternate candidates for Executive Director. Names are expected to be presented for consideration at the November Board meeting. No member of the Board since 1987, Thomas Perry, and any interim director is eligible.

2. Recent Appointments to Headquarters Staff:

Catherine Z. Hernandez; Manager, Member and Information Services

AnnLouise Roark; Meeting Planning Assistant

Robert W. Henrich; Business Manager

3. Membership Policy Committee: This committee has been reconstituted and within a year present plans to revitalize the industrial membership and utilize the increasing number of Life Members.
4. Two Task Forces Appointed: A Task Force (Alex Avtgis, Chairman) will redesign the Member Directory. Another Task Force (Lee Harrisberger, Chairman) will redesign "Inside ASEE."

*replaced  
Paul  
Lieberman →*

5. Recruiting Brochures: The July-August issue of Engineering Education features the Faculty Pipeline Study, which includes an insert by Dean Ray Landis that will be published as a brochure to encourage undergraduates to consider faculty careers.

The Guidance Committee is developing a brochure for middle school and high school teachers, counselors, and students as part of the implementation of the Student Pipeline Study.

6. FY 90 Society Budget: This year's budget was set at \$2.00M (which includes a reserve replacement of \$78K), up from \$1.88M last year. Budget control will be tight and reviews will be conducted more often and more rigorously than in the past. The Annual Meeting at Lincoln, with over 1600 paid registrants, was a financial success.

The Projects Board has projects totaling about \$8M, and about \$200K of that amount goes into ASEE's \$2M budget. Currently, new proposals amount to about \$4M and renewal requests \$3M.

7. Proposed Strategic Management Process: Curt Tompkins, President-Elect, has prepared a draft of an ongoing strategic process that can be adopted by ASEE. The draft, which has been circulated to the Board, will be considered at the November Board meeting.
8. Centennial Conference: Planning is proceeding toward the Centennial Annual Conference to be held in 1993 at the University of Illinois. A steering committee has submitted a report containing special activities and strategies for consideration at the Executive Board meeting of September 15. The 1993 meeting is being viewed as a major event.
9. Archie Higdon: Archie Higdon, who made outstanding contributions to engineering education and ASEE, died September 1. The family has requested that any donations be made to: John Knox Village, Alzheimer's Unit, Lees Summit, MO 64081.

AMERICAN SOCIETY FOR ENGINEERING  
FIELD SUPPORT

5/17/89

ZONES & SECTIONS	FY'89 BUDGET	FY'90 BUDGET	Increase (Decrease)
1300 ZONE I - CHAIR	2,180	2,200	
1301 NEW ENGLAND	1,326	1,330	4
1302 ST LAWRENCE	1,042	1,040	( 2)
1303 MIDDLE ATLANTIC	1,913	1,910	( 3)
1304 DISCRETIONARY		1,000	1,000
SECTION TOTAL	4,281	4,280	( 1)
ZONE TOTAL	4,281	5,280	999
1310 ZONE II - CHAIR	2,800	3,500	700
1311 SOUTHEASTERN	2,352	2,350	( 2)
1312 NORTH CENTRAL	1,652	1,650	( 2)
1313 ILLINOIS-INDIANA	1,329	1,330	1
1314 DISCRETIONARY	1,727	2,200	473
SECTION TOTAL	5,333	5,330	( 3)
ZONE TOTAL	7,060	7,530	470
1320 ZONE III - CHAIR	2,800	3,000	200
1321 NORTH MIDWEST	1,188	1,190	2
1322 MIDWEST	1,159	1,160	1
1323 GULF-SOUTHWEST	790	790	
1324 DISCRETIONARY	1,283	1,800	517
SECTION TOTAL	3,137	3,140	3
ZONE TOTAL	4,420	4,940	520
1330 ZONE IV - CHAIR	3,000	3,300	300
1331 PACIFIC NORTHWEST	985	950	( 35)
1332 ROCKY MOUNTAIN	860	860	
1333 PACIFIC SOUTHWEST	1,603	1,600	( 3)
1334 DISCRETIONARY	1,004	1,100	96
SECTION TOTAL	3,448	3,410	( 38)
ZONE TOTAL	4,452	4,510	58
TOTAL CHAIRS	10,780	12,000	1,200
TOTAL ZONE/DISCRETIONARY	20,213	22,260	2,047

GENERAL LEDGER TRIAL BALANCE

RANGES: PERIOD 10/01/88 TO 07/31/89  
 ACCTS 2500-0000 TO 2500-9999  
 WITH DETAIL  
 ALL PROFIT CENTERS

ACCOUNT NO	DESCRIPTION	BEGINNING BALANCE	TOTAL DEBITS	TOTAL CREDITS	NET CHANGE	ENDING BALANCE
2500-9005	SOUTHEASTERN SECTION	4,356.84CR	4,001.11	4,785.27	704.16CR	5,059.00CR

TRX-DATE	DR-AMOUNT	CR-AMOUNT	SOURCE	REFERENCE
10/31/88		2,352.00	JV 1	88/04 ALLOCATION
11/19/88	25.00		AP	EVETT, JACK B
12/02/88		1,300.00	CR 40	26 CKS
12/31/88		136.48	JV 22	1ST QTR INT
01/06/89		600.00	CR 65	12 CKS
01/31/89	25.00		JV 25	DUES-WHELESS
02/03/89	1,425.00		AP	INC, G & B ASSOCIATES
02/03/89	522.61		AP	MEMPHIS STATE UNIVERSITY
02/10/89		100.00	CR 97	2 CKS
03/17/89		50.00	CR 122	UNIV FLORIDA
03/31/89		130.32	JV 55	2ND QTR INT BASS
04/04/89	250.00		AP	DAVIS, WILLIAM A
04/04/89	250.00		AP	OVERSTREET, WILLIAM P
04/04/89	25.00		AP	EVETT, JACK B
04/04/89	273.57		AP	G & B ASSOCIATES INC
04/08/89	482.30		AP	UNIV OF LOUISVILLE
04/26/89	200.00		AP	BELL, STUART RAY
04/30/89	25.00		JV 60	INDV DUES N PUMPHREY
06/30/89		116.47	JV 84	3RD QTR INTEREST
07/25/89	532.95		AP	SOUTH CAROLINA, UNIVERSITY OF
07/25/89	44.68		AP	DIXIE TROPHIES INC

# L E G E N D

American Society For Engineering Education

## GENERAL LEDGER TRIAL BALANCE REPORT

ACCOUNT NO (1)	DESCRIPTION (2)	BEGINNING BALANCE (3)	TOTAL DEBITS (4)	TOTAL CREDITS (5)	NET CHANGE (6)	ENDING BALANCE (7)
TRX DATE (8)	DR AMOUNT (9)	CR-AMOUNT (10)	SOURCE (11)	REFERENCE (12)		

- (1) This 8 digit number reflects ledger account #2508-Escrow Special Funds and (#90--) your Division/Committee's BASS account number.
- (2) Your Committee/Division Name.
- (3) BEGINNING BALANCE - Account balance at the beginning of the fiscal year.
- (4) TOTAL DEBITS - Accounts Payable. (These are checks authorized by you Secretary/Treasurer for payment). This is a cumulative total for the period stated.
- (5) TOTAL CREDITS - Accounts Receivable (This category reflects a cumulative total of incoming checks).
- (6) NET CHANGE - The difference between TOTAL DEBITS and TOTAL CREDITS.
- (7) ENDING BALANCE -.The beginning balance, less debits, plus credits. Should show a CREDIT (CR) balance. If the amount is not followed by (CR), the account is overdrawn!
- (8) TRX-DATE - The transaction date.
- (9) DRAFT-AMOUNT - An amount drawn from the account
- (10) CREDIT-AMOUNT - An amount deposited to the account.
- (11) SOURCE - An indicator of what has transpired, for example:  
  
AP - AMOUNT PAYABLE from the account  
CR - Amount CREDITED to the account  
JV - JOURNAL VOUCHER: A term used to indicate a variety of internal activities, such as, the revision of a previous accounting entry or the recording of bank interest earned, division dues paid or publication sales earned.
- (12) REFERENCE - A descriptor which helps identify the transaction.

## ASEE MEMBERSHIP COMPARISON

## INDIVIDUAL MEMBERSHIPS

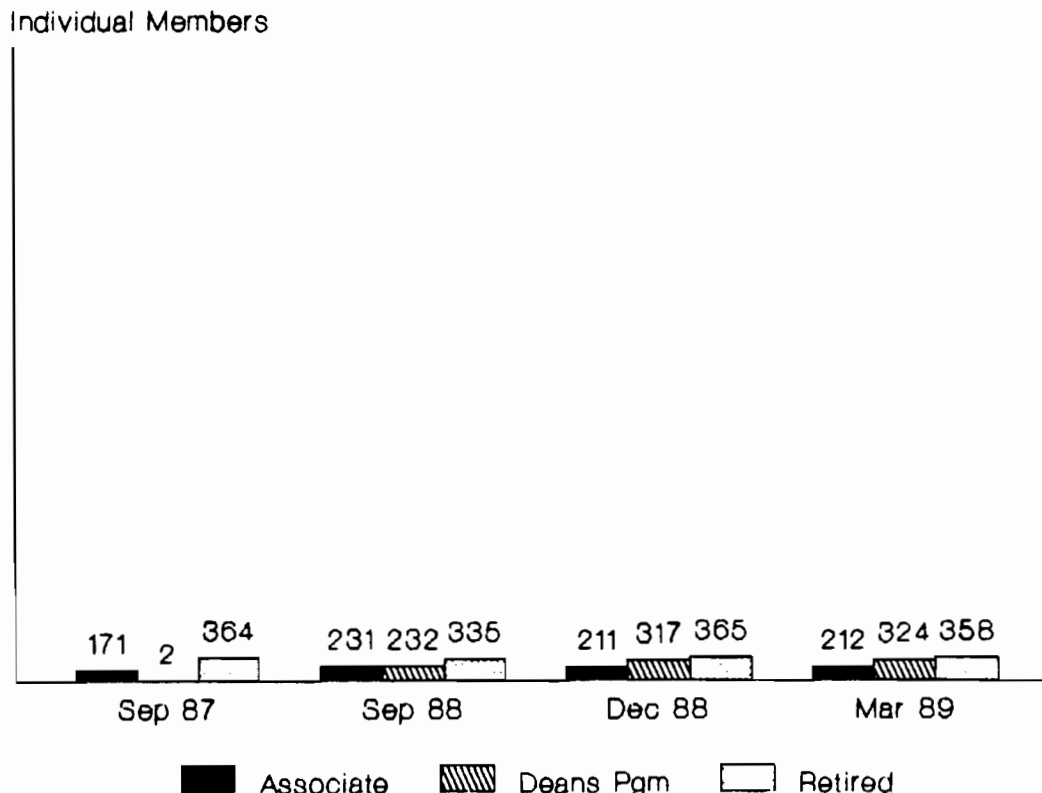
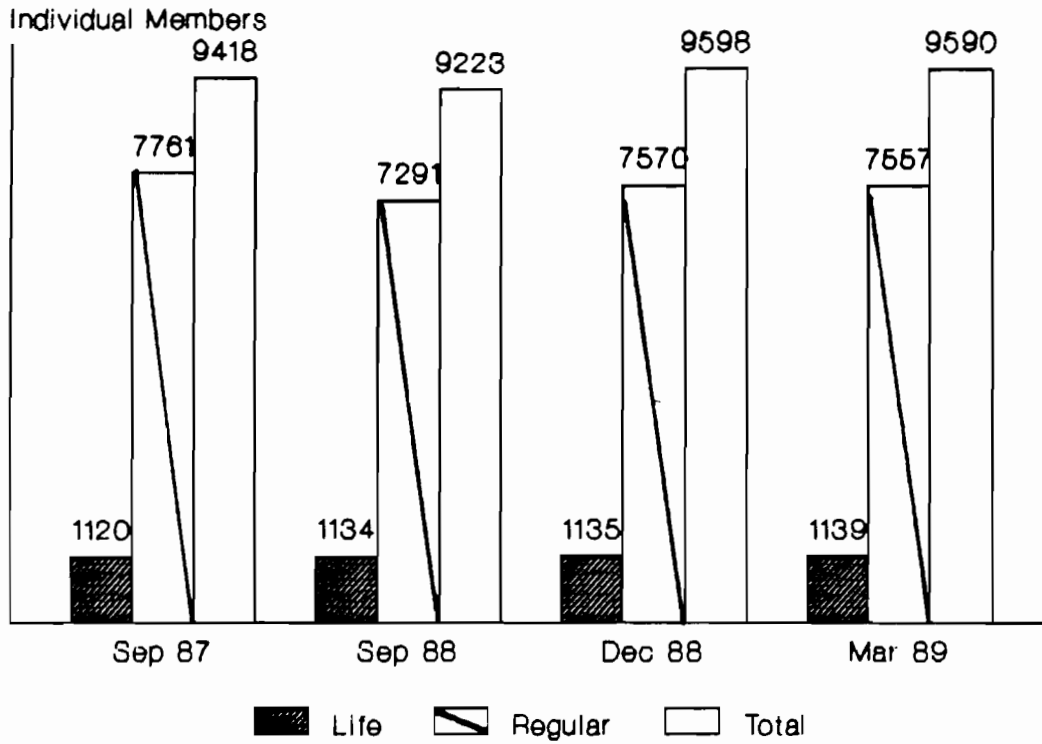
Member Type	9-30-87 Dues/Count	9-30-88 Dues/Count	12-31-88 Count	3/31/89 Count
Regular	\$40/7761	\$50/7291	7570	7557
Associate	\$20/171	\$20/231	211	212
Deans Program*	\$25/2	\$25/232	317	324
Retired	\$19/364	\$19/335	365	358
Life	\$00/1120	\$00/1134	1135	1139
Institutional Representatives**	\$00/193	\$00/165	183	N/A

\* Engineering Deans pay 1/2 of the new member dues for his/her first and second year of membership. ASEE absorbs the other half

\*\* Receive member services by virtue of their company/association membership in ASEE. They are not classified as members.

TJP:5/3/89

## ASEE Individual Membership Domestic and Foreign



# ASEE

## INDIVIDUAL MEMBERSHIP BY SECTION

<u>SECTION</u>	<u>1988</u>	<u>1989</u>
New England	808	687
St. Lawrence	511	491
Middle Atlantic	1,381	1,248
Southeastern	1,832	1,634
North Central	1,108	980
Illinois-Indiana	784	715
Pacific Northwest	425	385
North Midwest	665	607
Rocky Mountain	315	342
Midwest	632	572
Gulf Southwest	800	748
Pacific Southwest	1,076	965
Unassigned Section	—	188



**INSTITUTIONAL MEMBERSHIP**

<b>Member Type</b>	<b>9-30-87 Dues/Count</b>	<b>9-30-88 Dues/Count</b>	<b>12-31-88 Count</b>	<b>3/31/89 Count</b>
Engineering	\$600/214	\$750/217	232	239
Technical	\$435/97	\$750/90	97	69
Engineering Affiliate	\$300/34	\$375/29	29	28
Technical Affiliate	\$220/35	\$275/28	28	23
Engineering (Foreign)	\$435/11	\$550/10	11	11
Engineering Affiliate (Foreign)	\$300/6	\$375/6	5	5
Industrial	\$435/59	\$900/45	45	49
Association	\$435/14	\$900/12	14	14
Government	\$435/6	\$900/7	6	6

TJP:5/3/89

Topics for Consideration and Action

The items below relate to activities that Sections might wish to stress or participate in.

1. Fellow Members: The Fellow Committee of ASEE may recommend candidates for advancement to the Fellow grade of membership. The number approved may not exceed one candidate for each 1000 current individual members. From 27 nominations, 9 were recommended as Fellow members to the Board for the 1987-88 year. [NC: Nunzio Palladino; SE: Edward Ernst and Leighton Sissom]. In 1988, 9 candidates were selected from 21 nominees.

Requirements are stated in Article II, Section 2d of the ASEE Constitution. This recognition should be kept in mind by Sections as a way to honor those who have contributed to ASEE over a long period of time.

2. Life Members: Life membership is defined in Article II, Section 2c of the ASEE Constitution. In June 1988, 58 Life Memberships were approved, and 49 were approved in June 1989. Since the dues for life members are much reduced, there is growing concern, particularly by CIGC, over the long term effects of an increasing number of life members.
3. Industrial and Government Memberships: There remains a need to enhance industrial and government memberships. Any efforts to gain and retain these memberships by Sections or other units of the society will be helpful.
4. ASEE Membership Offer: ASEE continues to pay one half of the ASEE dues for each of the first two years of ASEE membership, provided:
  1. the new member is within the first five years of teaching
  2. the new member is a full time faculty member
  3. the member's institution pays the other half of dues.

Interested persons should contact ASEE Membership Services at headquarters [202-293-7080]. So far, 324 have participated in this program.

5. Membership Database: A comprehensive plan for bringing the database in-house and improving its quality will be presented at the November Board meeting. Cathy Hernandez has valuable experience with the AIAA database model.

6. Membership Retention: A membership retention campaign was announced by Tom Perry in late January. Each Section was given a list of those whose memberships had lapsed during the past year, and the Section Chairmen were asked to encourage members to renew through a personal contact ["Come on back, ASEE needs you" letters]. Plans were for a list of lapsed members to be supplied monthly. Sections need to see that these contacts are made when lists are received.
7. Special Sessions at Section Meetings: Retirees within the Sections are a valuable resource of experience. Sections should take steps to investigate ways that these people can be of continuing value to the Society. As a starter, a special lunch meeting for retirees might be scheduled at the next Section meeting. They can be a source of strength and encouragement to each other in their post-teaching years, and also be a source of experience to younger educators. Another suggestion made is to honor at the meeting, in some special way, 50-year members (or 40 or 30?).
8. Newsletters: Newsletters are valuable to the membership within a section, but can also be an excellent source of ideas and methods to those of other sections. I suggest that all sections make efforts to exchange newsletters with other sections, especially those in the same zone.
9. Faculty Development Program: This relatively new program has been very successful and is expected to be self-supporting by 1991. Over 400 applications were received for the summer program of 1989.
10. 1990 Annual Meeting: The meeting will be held in Toronto. The theme is "Engineering Education: Technological Advancement through Canada-U.S.-foreign Interchange."
11. Annual Reports: Each Section is to file an annual report to headquarters. Please forward a copy of that report to the Zone Chairman also.
12. Section and Zone Campus Representative Awards: Each Section in the Zone is urged to identify a Campus Representative whose activities for this year are laudable. Send a resume of activities to the Zone Chairman so that one person can receive the Outstanding Campus Representative Award for the Zone.
13. Section Distinguished Service Award: Identify one or more people in the Section who have contributed over a period of time and recognize them through this award.

Opportunities for Section Action and Involvement:

Here are some suggested ways to improve the usefulness of the Section to its membership and to ASEE in general. The list is by no means complete, nor is it a mandate that these things all be done. Much benefit will come if each Section would develop such a list yearly, prioritize the items, and then that year implement those items felt to be most needed. In simplified form, this is what the strategic management process being proposed to the ASEE Board will focus upon.

1. Encourage schools to support the New Engineering Educator program at the annual meeting.
2. Identify a Campus Representative Coordinator for the Section who will commit to one active year.
3. Improve plans for contacting and motivating Campus Representatives.
4. Support attendance of three Section representatives at the Leadership meeting on November 18.
5. Contact members who fail to renew membership and encourage them to continue membership and become involved.
6. Develop a way for the Section to serve as a conduit between industry and faculty members for employment purposes (PNW Section has a model).
7. Develop technical symposiums in which industry uses its own employees to "educate" faculty (PSW Section has a model).
8. Develop a program for new engineering educators based on the national program.
9. Work toward better integration between the deans and faculty at section meetings.
10. Try to attract individuals from industry, not just corporate memberships; they are real assets to ASEE when involved.
11. Urge membership to submit nominations for the many Section and National awards--deadlines have a way of sneaking up!
12. Invite a Board member, other than the Zone Chairman, to your Section meeting. There will be no cost to the Section.
13. Inform and motivate your membership through your newsletter.
14. Plan special sessions at Section meetings--for retirees, for grad students, for new educators, for women faculty, etc.--and publicize freely to increase attendance. [i.e., Identify potential attendee pools for section meetings.]

Attachment H

Leadership Conference:

Each Section Chairman and Chairman-Elect should plan to attend the Section Officer Leadership Conference and Zone II Executive Board meeting on Saturday, November 18 (at the Omni Georgetown Hotel, from 9:00 a.m. to 6:00 p.m.) Ideally, each Section will have three attendees, one of which is a Campus Representative Coordinator who is committed to an active role during the next year.

Funding is to be from both Zone and Section funds. As Zone Chairman, I feel sure I can provide at least \$750 to each Section toward expenses to the meeting. That is, I can now promise at least \$250 for each person attending. The chances are good that more support may actually be available.



**American Society for  
Engineering Education**  
eleven dupont circle, suite 200  
washington, d.c. 20036

Tele: (202) 293-7080  
Fax: (202) 265-8504

AUGUST 21, 1989

MEMORANDUM

TO: ALL ZONE CHAIRS AND CHAIRS ELECT, ALL SECTION CHAIRS AND  
CHAIRS ELECT

FROM: R.L. HEYBORNE, VP MEMBER AFFAIRS 200-942-200

RE: SECTION OFFICER LEADERSHIP CONFERENCE AND ZONE BUSINESS  
MEETING

At its recent meeting in Lincoln, Nebraska, the ASEE Board of Directors decided to hold the Fall Zone Business Meetings in conjunction with a Section Officer Leadership Conference. The Officer Training will take approximately half the day, with the Zone Meetings making up the other half. The time and place for the Conference has been set as follows:

Saturday, November 18, 1989  
9:00 a.m. - 6:00 p.m.  
Omni Georgetown Hotel  
2121 P Street N.W.  
Washington, D.C. 20037

For your information I have attached a preliminary agenda, and a form to confirm your attendance. This form must be filled out completely and returned to Headquarters no later than October 1. A return envelope has been provided for your convenience. Travel money for all attendees will come from the Zone Operating Budgets and the Sections' Bass Accounts. Travel arrangements should be made through the Travel Department, as a master account both for air expenses and hotel will be set up for you in advance. This means that when you make your flight and hotel reservations by calling Helen Dickerson at (202) 223-9620, your name will already be on a list, and the travel agent will bill headquarters directly. Your only out of pocket expenses will be meals and incidentals. Reservations should be made as soon as possible.

All Section Chairs and Chairs-Elect are strongly encouraged to attend, as this will be our only opportunity to gather as a group to discuss strategies and action plans for successful section management. I feel it is of the utmost importance that we strengthen the lines of communication among the Sections in order to improve the grassroots operation of the Society. We can learn a great deal from each other. If you find you are unable to attend, please find a replacement, preferably a Section Campus Representative if there is one. Ideally, we will have two attendees from every section.

ASEE SECTION OFFICER LEADERSHIP CONFERENCE  
AND ZONE BUSINESS MEETING  
SATURDAY, NOVEMBER 18, 1989  
WASHINGTON, D.C.  
9:00 AM - 6:00 PM

- A. Introduction R.L. Heyborne  
VP-Member Affairs
- B. Visions for ASEE A.B. Giordano  
President, ASEE
- C. Presentations by Officers and Staff B.E. Thinger  
Moderator,  
Chair, Zone IV
1. The ASEE Organization R.L. Heyborne
- The role of Sections in the ASEE structure, and Section Liaison with other ASEE units.
2. Headquarters Organization and Staff T.L. Perry  
Dep. Exec. Director
3. Fiscal Management for Sections B.E. Thinger and,  
F. Merriwether,  
ASEE Business Manager
- a. Developing the Section Budget
- b. Managing BASS Accounts
4. Setting Realistic Goals and Objectives M.E. Criswell  
Chair-Elect, Zone IV
- How to develop a plan for your section that will not only be attainable, but will also be a good starting point for your successor.
5. The Campus Representative Program Paul DeJong  
Chair, Campus  
Reps. Committee
- Making the Campus Representative Program work for your section from several perspectives: the Campus Representative on the Section Executive Committee; the faculty member as CR; the Associate Dean as CR; headquarters support
6. Membership Recruitment, Development, Retention at the Section Level: How to maximize the effectiveness of grassroots efforts.

- a. The Dean's Program R.L. Heyborne
  - b. The President's Club
  - c. New Engineering Educators Tim Anderson  
NEE Task Force Report:  
"Strategies to increase ASEE  
awareness among prospective and  
new engineering educators" Chair, NEE Task  
Force
  - d. Welcoming New Members - Sample  
Letters
  - e. Revisiting Members with Dues-  
in-Arrears - Sample Letters
  - f. HQs' Membership Database C. Hernandez  
Statistical information avail-  
able from HQ and how to use it Manager, Member and  
Info. Services
  - g. Retired Members as a Section  
resource
7. The ASEE Awards Program B.E. Thinger
- The search for nominees on the section  
level with particular emphasis on the AT&T,  
Dow, and Outstanding Campus Representative  
Awards.
8. Section Communications and Reports B.E. Thinger
- a. Newsletters
  - b. Annual Reports
  - c. Stationary
9. Industrial / Corporate Membership W.F. Leonard  
Chair, Task Force
- a. Task Force Report: "Improving Uni-  
versity-Industry Ties - ASEE Role"
  - b. Case Studies of RWI as a Resource
10. Program Development Ideas for B.E. Thinger  
Sections
- a. Polling Membership Interests
  - b. Serving Membership Needs
  - c. Examples of Successful Section  
Programs and Activities
- D. Break for Lunch (approx. 12:30 p.m.)
- E. Zone Business Meetings (1:30 - 4:30) Zones I, II, III, IV
- F. General Session Reconvenes R.L. Heyborne  
(4:30 - 6:00)
- 1. Brief reports by Zone Chairs
  - 2. Business Wrap-up
  - 3. Tips on 'Washington-by-Night'  
- What to do and see



Individuals or committees may be identified, or may volunteer, to take responsibility for developing and implementing the following projects.

1. See that all Section officers have current informational materials and data from headquarters: Inside ASEE, current membership directory, Officer Orientation manuals, section membership lists, etc.
2. Develop "job descriptions" or "flow charts of duties" for each position of leadership in the section. Maintain a master file, but be sure that each newly elected or appointed person receives a current overview of duties associated with the position.
3. Develop ASEE local chapters at high schools and colleges.
4. Develop plans for promoting university/small business relationships: cooperative workshops, small grant funding, office space on campus, etc.
5. Develop plans for contacting all new members of the section, and for encouraging those whose dues have lapsed to renew.
6. Identify a Women in Engineering representative for the Section.
7. Develop incentive programs to encourage prospective faculty members to attend section meetings: honor high school students, grad students, etc.
8. Identify the current and prospective "shakers and movers" in the Section and nurture their interests in becoming more actively involved in ASEE matters.
9. Develop a growth program for new faculty. See that they receive a NEE Survival kit (free from headquarters); urge attendance at Section meetings; welcome them at first meeting they attend and appoint a "mentor" to help them get involved; make certain they attend a NEE program at the annual meeting as soon as possible (grants are available).
10. Develop a plan to promote awards and recognitions on each campus: appoint a Campus Awards committee; submit nominations for Dow, AT&T, NEE, and other awards described in the Awards brochure; identify a faculty member to receive an "ASEE Outstanding Engineering Educator Excellence Award" certificate, which is supplied by headquarters through the Campus Representative.
11. See the ASEE is promoted at Section meetings by the presence of headquarters staff, Board members, and ASEE materials.

Areas To Be Addressed

Specifically, what should ASEE be doing that is not being done today? How do we propose to invigorate ASEE? What are some of the strategic issues?

- increase the presence of ASEE on campus
- promote a program that would attract research minded professors and industrial researchers
- explore organizing a Life Member Committee for raising funds to sponsor special projects
- prepare a manual to assist foreign teaching assistants
- implement strategies to increase ASEE awareness among prospective and new engineering educators
- initiate a national workshop to assist Ph.D. candidates in the selection of careers
- revitalize section activities to attract the full spectrum of individuals involved in teaching, research and industrial practice
- improve in-house responsibilities, such as,
  - o a redesign of the Membership Directory
  - o develop a rationale on field support based on guidelines from the Board
  - o expand membership services
  - o up-date Membership Data Base; propose a plan to modernize the system
- make a commitment to start a campaign to increase the membership
- develop policy for international activities
- sponsor professional development seminars and schedule them at section meetings and at the universities through the the year
- become more involved in special national issues; ASEE is the only organization with the right perspective that pull it all together; other societies are too frgmented
- lay the foundation for a capital budget
- organize the budget to achieve a yearly surplus for special situations
- organize a council for creative retirement
- develop a new series of brochures
- establish policies on career long education as an academe industry joint effort
- consider the role of ASEE in the area of technology transfer
- develop a vision statement for ASEE; where are we going???

Proposed Policies and Procedures for Handling Funds Relating  
to the Faculty Professional Development Program

Policies:

1. Since the FPDP should become self-supporting in the steady state, it should build funds adequate to support the continuing operation of the Program after the three-year NSF grant terminates in FY 1991.
2. Such funds can be used to support the administrative costs of the program at the universities administering or offering courses and at ASEE headquarters, and for scholarships for the following years.
3. Funds can be used to provide scholarships to faculty participants from U.S. engineering and engineering technology schools which are unable to cover the cost of attending a course. Requests from others will be taken on a case by case basis. Certification by the Department head and dean of their school that no other funds are available should accompany the application for scholarship support. Scholarship support may be provided to defray tuition and some travel and living costs, but will not be used to cover the salary of the participant.
4. Tuition fees will be set by the FPDP Committee at the level necessary to allow the program to become self-supporting, to provide scholarship funds, administrative costs and funding to support the introduction of courses in new technical areas. Differential tuition fees may be set for members and non-members of ASEE and for non-faculty participants by the FPDP Committee.
5. The funds generated by the FPDP will be restricted to the use of the program.
6. Annually, a fiscal year report will be made to the FPDP chairman, discipline-based coordinators, the entire FPDP committee, the ASEE Finance Committee, and the ASEE Projects Board.

As approved by the ASEE Finance Committee - 6/25/89

As approved by the Projects Board - 6/26/89

(Note: Paragraph 2 has been edited for clarity. This slight variation in wording does not differ in content or meaning from the proposal approved by the two committees.)

*B312 E this past year  
with about 4 ASEE surplus  
Deans supported and role of program*

MINUTES  
ANNUAL PLANNING MEETING  
ASEE Southeastern Section  
September 15, 1989

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

Wayne H. Chen, University of Florida, President  
Robert D. Snyder, UNC Charlotte, Past President  
Robert Mabrey, Tennessee Technological University, President Elect  
Robert Batson, University of Alabama, Vice President and Chairman of the Instructional Unit  
C. Clinton Strange, Jr., University of Central Florida, Vice President and Chairman of the Research Unit  
Jack B. Evett, UNC Charlotte, Secretary-Treasurer  
Bruno W. Strack, Memphis State University, Chairman of the Engineering Graphics Division  
Robert L. Douglas, Memphis State University, Chairman of the Engineering Technology Division  
Kenneth P. Brannan, The Citadel, Vice Chairman of the Civil Engineering Division  
J. P. Mohsen, University of Louisville, Chairman of the Civil Engineering Division  
W. Stan Johnson, University of Tennessee, Chairman of the Mechanical Engineering Division  
Jessica Matson, University of Alabama, Chairman of the Industrial Engineering Division  
Hugh F. Keedy, Vanderbilt University, ASEE Zone II Chairman  
Ambrose "Bo" Barry, UNC Charlotte, General Co-Chairman for the 1990 Annual Section Meeting

President Chen welcomed everyone present and thanked them for coming. He indicated that for the first time, both chairmen and vice chairmen of all units and divisions were invited to the planning meeting in the hope of improving planning and particularly continuity for the annual meeting. He also commented that the Executive Board had met the night before and briefly reviewed actions taken during that meeting. There was no leftover business from that meeting requiring further action by the Board.

President Chen then called on Bo Barry, General Co-Chairman for the 1990 Annual Section Meeting, to begin discussion of planning for the 1990 meeting in Charlotte. He indicated that the meeting will be held on April 8-10, 1990, at the Hilton at University Place, which is in close proximity to the UNC Charlotte campus. After discussion of several possible themes, the following theme for the overall meeting was agreed to: "Engineering Education: Twenty Years Ago <---> Twenty Years Hence." This theme resulted in part from the fact that the 1990 Annual Meeting falls 20 years to the day since UNC Charlotte last hosted the annual meeting in 1970. (At this point, Jack Evett indicated the desire of UNC Charlotte to host the meeting again on April 8-10, 2010. This will authenticate the theme cited above.) Jack Evett presented a proposed budget for the meeting, a copy of which is attached to the official copy of these minutes. The proposed budget pro-

ected a conference registration fee of approximately \$117. The proposed budget was approved with a registration fee of \$105 if paid by March 15, \$120 after March 15, and \$75 for retirees. President Chen noted that planning was well underway and thanked Bo Barry for the work that had already been done.

President Chen then called on Robert Batson, program chairman for the 1990 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 afternoon, session for young engineering educators and board meeting; 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; Tuesday noon, annual business meeting and luncheon. With regard to individual programs at unit and division sessions, 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 Robert Batson by the unit and division program chairmen by January 1.

President Chen called on Zone Chairman Hugh 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.

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

Respectfully submitted,

Jack B. Evett, Secretary

ASEE/Southeastern Section Meeting

April 8-10, 1990

Proposed Budget

Based on an assumed number of participants of 120.

Direct Expenses:	Fixed	Per person	Total
Postage	500		500
Telephone	50		50
Printing	700		700
Space Rental	300		300
Supplies	100		100
Coffee Breaks (3)		3	360
Meals (2B + 2L + 1Bq)		75	9000
Mementos		3	360
Local transportation	200		200
Contingency	100		100
Subtotal			11670
Indirect Expense:			2400
Total			14070

Cost (i.e., proposed registration fee) =  $\$14,070/120 = \$117.25$

We propose trying to keep the registration fee at \$110 to \$115. (Registration fee for 1989 meeting at the University of Alabama was \$105.)

Note: The above assumes that the two receptions will be covered by sponsors.

MINUTES  
EXECUTIVE BOARD MEETING  
ASEE Southeastern Section  
April 2, 1989

This meeting of the Executive Board was convened by President-Elect Wayne Chen, who presided in the absence of President Robert Snyder, at 4:00 p.m. in the Morgan Room of the Paul W. Bryant Conference Center at the University of Alabama in Tuscaloosa, Alabama, with the following present:

Wayne Chen, University of Florida, President-Elect  
O. E. Wheeler, Memphis State University, Past-President  
Max Hailey, UT-Chattanooga, Vice President (Instructional Unit)  
Richard Roberds, Vice President (Administrative Unit)  
Jack B. Evett, UNC Charlotte, Secretary-Treasurer  
Charles Cozzens, Memphis State University, Newsletter Editor  
Hugh Keedy, Vanderbilt University, Zone II Chairman  
Joseph Biedenbach, University of South Carolina, Chairman of  
Campus Representatives and Proceedings Chairman  
Alan Lane, University of Alabama, General Chairman for 1989  
Annual Meeting  
Samuel Gambrell, University of Alabama, Treasurer of Research  
Unit  
Clinton Strange, University of Central Florida, Chairman of  
Industrial Engineering Division

Minutes of the Executive Board Meeting of September 15, 1988, and of the Planning Meeting of September 16, 1988, 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 on hand of \$5,310.33 as of March 31, 1989, and a projected year-end (June 30) balance of \$2185.33. The treasurer's report was accepted.

President-Elect Chen announced that Michael Diesenroth, Vice President and Chairman of the Research Unit, had recently resigned. Samuel Gambrell, Treasurer of the Research Unit, who was attending the board meeting in Diesenroth's absence, agreed to chair the Monday business meeting of the Research Unit and to conduct the election of officers for next year.

President-Elect Chen indicated that arrangements were in place for the 1989 Annual Meeting to follow and expressed particular thanks to Alan Lane and Max Hailey, General Chairman and Program Chairman respectively for the 1989 Meeting, and to Secretary-Treasurer Evett for their hard work in preparation for the meeting.

Zone II Chairman Keedy gave a report on the 1988 Zone Meeting in Louisville. He indicated that the severe cost overrun for that meeting had finally been settled with each of the three sec-

tions in the zone contributing approximately \$2400 and the University of Louisville, \$8000. He emphasized the need to monitor meeting expenses more closely in the future.

Jack Evett, representing UNC Charlotte, indicated that preliminary planning was underway for the 1990 Annual Meeting to be held in Charlotte. Tentative plans are to hold the meeting April 8-10, 1990, at the University Hilton, which is located in University Place near the UNC Charlotte campus.

Discussion ensued as to a host for the 1991 Annual Meeting. It was suggested that The Citadel had previously expressed an interest in hosting the meeting, and the decision was made to pursue this suggestion with representatives of The Citadel. (Subsequent to this Board Meeting but during the following Annual Meeting of the Section, Kenneth Brannan of The Citadel, issued a tentative invitation from The Citadel to host the 1991 meeting.)

Gene Wheeler reported that the nominating committee will present at the annual business meeting the following slate of officers for 1989-90: President, Wayne Chen, University of Florida; President-Elect, Robert Mabrey, Tennessee Technological University; and Secretary-Treasurer, Jack B. Evett, UNC Charlotte.

Charles Cozzens indicated he would publish a newsletter soon after the annual meeting. It was agreed that lists of dues-paying institutional members of the section for the current year and of officers for next year would be included. He solicited additional material for inclusion in the newsletter.

Concerning an agenda item on by-law changes, Gene Wheeler indicated there was a mistake in the agenda that implied he was chairing the committee on such changes. Consideration of this matter was deferred until the September Board Meeting.

Zone II Chairman Keedy made a few brief comments and distributed a written report, a copy of which is attached to the official copy of the minutes of this meeting.

There being no further business, the meeting was adjourned at 6:30 p.m.

Respectfully submitted,



Jack B. Evett, Secretary



SOUTHEASTERN SECTION  
 AMERICAN SOCIETY FOR ENGINEERING EDUCATION

Treasurer's Report

August 31, 1988 to March 31, 1989

Balance on hand August 31, 1988		\$4283.86
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Receipts:

Institutional Dues (41 @ \$50.00)	2050.00	
Interest Income	136.48	
Allocation	2352.00	
 Total Receipts		 4538.48

Expenses:

Expenses at Planning Meeting (9-16-88)	223.53	
New Members	25.00	
Instructional Unit Paper Award	500.00	
Newsletter (October 1988)	522.61	
Expenses from 1988 Zone Meeting at Louisville	492.30	
Zone II Proceedings (1988 Meeting)	1698.57	
Postage	50.00	
 Total Expenses		 3512.01

Balance on hand March 31, 1989		5310.33
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Anticipated activity through the end of the year (June 30, 1989)

Interest Income	+300.00	
Research Unit Paper Awards (1989)	-400.00	200
Newsletter (Spring 1989)	-525.00	
Proceedings (1989)	-1000.00	
Planning Factors Study	-1500.00	
 Projected Balance, June 30, 1989		 2185.33

**Information and Discussion Topics**  
**For Section Executive Board Meetings of Zone II**  
**Prepared by Hugh F. Keedy, Zone II Chairman**

1. **Louisville Meeting Deficit:** The deficit incurred has finally been resolved, with the University of Louisville agreeing to contribute about \$8200 to remove remaining debts. Attachment A contains two letters that summarize the details of the final resolution. Sections who have not mailed the appropriate amounts indicated should do so as soon as possible and send a record of the transmittal to the Zone Chairman.
2. Annual reports for the Sections are due in ASEE headquarters July 1. Please place the Zone Chairman on the mailing list for your report.
3. The Frontiers in Education meeting committee would like for the 1991 conference to be held in the Southeastern Section geographic area. Any school interested in hosting a meeting then can contact me or one of the Board members of ERM division of ASEE.
4. Policies from ASEE Board of Directors meeting, January 1989
  - a. New policy adopted: No ASEE meeting is to be planned such that attendance is restricted by security clearances or other restrictions. Attachment B gives the full text of the policy.
  - b. New policy adopted: Guidelines for determining if conflict of interests exist were set forth in a policy statement. Attachment B gives full text of the policy.
5. **Society Deficit:** An audit revealed that the Society's deficit for the fiscal year ending September 30, 1988 was \$300,000. The projected deficit at the beginning of the year was \$69,000. Attachment C from the March 1989 Engineering Education News contains a summary of the situation, written by ASEE President Grayson.
6. **Review of Executive Director Willenbrock's performance:** The contribution of Karl Willenbrock to the budget deficit became a much discussed topic after the deficit was announced. A move to call for his resignation was met with positive responses by many supporters. Resolution of the impasse, by mutual agreement of the ASEE Board and Karl, was to appoint an Ad Hoc Special Arbitration Committee. Composition of the Committee and its charge are indicated on Attachment D.

7. **FY89 Operating Budget:** The ASEE BOD approved the FY89 budget at \$1.88M. The Finance Committee feels that this budget, a slightly reduced one, is achievable and appropriate under current circumstances. Special dispensation was given to relax line item figures provided additional expenses were more than offset by additional revenues. One economy has been cancellation of the electronic mail service, saving \$200 per month. Staff has been cut 10%, discretionary costs 5%, and IEEE and IIE accounting consultants contacted for help.
8. **ASEE BOD Concern:** Concern has been expressed over the effect of the increasing number of ASEE Life Memberships on the finances of the Society. A study of the situation has been recommended.
9. **ASEE BOD Concern:** Declines in Industrial Memberships have been of concern to several groups within ASEE that relate to the industrial world. [110 members 9/30/87 to 69 members 4/30/88] One suggested action is for the Sections to become more actively involved in obtaining and retaining industrial members.
10. **Zone II Campus Representative Award:** Nominations are still being sought from the Sections for outstanding campus representative. Selection for the Zone award will be made by the Zone Chairman from names and resumes of accomplishments submitted by Section officers. Submit names by May 1.
11. **Zone II Discretionary Fund:** There is about \$1600 remaining in this fund. Since it will be returned to ASEE in July if not used, Sections are urged to submit proposals for activities that fall within the scope of these funds.
12. **Introductory Membership Offer:** ASEE continues to absorb half of new member dues for the first two years if the member's institution will agree to pay the other half. To qualify, new members must be full-time and within the first five years of teaching at that institution. For details, contact Stacy Long at ASEE headquarters (202-293-7080).
13. **ASEE Annual Conference Proceedings:** Beginning with the 1990 Proceedings, all papers must go through a peer-review process. ASEE committees and divisions have been charged with setting up guidelines within their groups for conducting the review. One effect is to increase the necessary lead time and thus make calls for papers go out sooner.
14. **NEE Task Force Report:** A task force on strategies to increase ASEE awareness among prospective and new engineering educators was presented to the ASEE BOD. The report contains about a dozen suggestions for contacting and increasing the interest of new engineering educators. A copy of the report can be requested from the Zone Chairman.

15. Leadership meeting: The value of a leadership meeting for zone and section leaders was recognized by the ASEE BOD, and a meeting approved. Time and place is to be determined.
16. Invite BOD members: Sections are urged to invite members of the ASEE BOD to attend section meetings. Board members are willing to be guests if schedules will allow. Zone chairmen are, of course, expected to attend Section meetings within their zones.
17. Membership retention campaign: Each Section chairman should have received a letter from Tom Perry soliciting help in encouraging lapsed members to renew memberships. This has been helpful in the past and should aid the cause of the Society in this critical period.
18. Section By-Laws: ASEE is urging all groups to review their by-laws, especially as they relate to conformity with the Society by-laws. While all three sections in Zone II have by-laws on file with ASEE, the latest revision date for any is 1981. I suggest that each section appoint a committee to look into the matter of updating the by-laws. A copy of the revised by-laws needs to be put on file at headquarters.
19. Use Your Resources at ASEE: Attachment E summarizes the types of help and publications that are available from headquarters. Use them to make your work easier and more efficient.

4/89

# American Society for Engineering Education



**BOARD OF DIRECTORS**

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Date: February 13, 1989

REPLY TO:

To: David Bostwick; Illinois-Indiana Section Chairman  
Gerald S. Jakobowski; North Central Section Chm.  
Robert D. Snyder; Southeastern Section President

From: Hugh F. Keedy, Zone II Chairman *HKeedy*

Re: Louisville Zone Meeting deficit

I believe the deficit that resulted from the Zone II meeting in Louisville last April has finally been resolved, pending your acceptance and action upon this memo.

Karl Willenbrock, Executive Director of ASEE, contacted Dean Gerhart of the University of Louisville following the ASEE Board meeting last November. Louisville has since reconsidered the financial situation related to the meeting. They are willing to pay all remaining bills (primarily the Galt House) if the ASEE units involved will pick up the following:

\$ 273.57	Remaining part of Proceedings invoice
1007.18	Meals and rooms for two planning meetings
447.61	Hospitality suite during meeting
350.00	Excess cost of meals over estimates
219.24	I-I Section board meeting/dinner
<u>126.68</u>	Rooms for two VIPs invited to meeting
<b>\$2424.28</b>	<b>Total to be assumed by Sections and Zone</b>

If this is done, the amount that Louisville will be responsible for will be in the neighborhood of \$8200.

While we might try to analyze specifics, I propose that the remaining costs be covered as follows:

1. I will submit a request for reimbursement from Zone funds in the amount of \$126.68 to cover the last item, complimentary rooms reserved for an ASEE Board member and a keynote speaker.
2. I am asking that each of the three Sections equally share the remaining balance of \$2297.60, or \$765.87 each.

For your information, as of December 9, 1988 the amounts in the Bass accounts for the Sections were:

North Central	\$6933.50
Southeastern	6706.84
Illinois-Indiana	7348.04

If from these amounts one deducts the contributions to the \$5675 obligation agreed upon last October (SE \$1425; NC \$2125; II \$2125) as well as the \$765.87 for this final contribution, Sections will still be financially solvent.

North Central	\$4042.63
Southeastern	4515.97
Illinois-Indiana	4457.17

Except for the Proceedings balance, all payments should be made to the University of Louisville, who will pay the entire Galt House bill. To expedite matters, would Section Chairmen please see that the following checks are issued:

North Central:	\$ 765.87	to University of Louisville
Illinois-Indiana:	\$ 765.87	to University of Louisville
Southeastern:	\$ 492.30	to University of Louisville
	\$ 273.57	to Grayson and Beidenbach

I know that this matter has been a thorn to all of us. I hope that you now agree to put the Louisville meeting behind us as a painful but valuable learning experience, and then resolve to turn our efforts again to ways to serve the memberships in our areas. Your patience and cooperation with me in bringing this matter to a final resolution is very much appreciated. I hope I have served your interests as well as possible.

Please do what you can to expedite the transfer of the indicated amounts. Send checks to:

Dean Scherrill Russman  
 Speed Scientific School  
 University of Louisville  
 Louisville, KY 40292

Indicate that these checks are part of the final payment on the Zone II meeting deficit.

If you have questions about the above, please contact me and the other Section chairmen by February 20. Otherwise, let's all assume that the above will be carried out and the matter closed.

cc: Bob Heybourne  
 Larry Grayson  
 Richard Latimer

# American Society for Engineering Education



## BOARD OF DIRECTORS

REPLY TO:

Officers 1988-89 Date: December 9, 1988

President  
Lawrence P. Grayson  
U.S. Dept. of Education  
To: Section Chairmen, Zone II

President-Elect  
Anthony B. Giordano  
Polytechnic University  
From: Hugh F. Keedy, Zone Chairman *HK*

Most Immediate Past President  
Robert H. Page  
Texas A&M University  
Re: Payment of funds related to Zone II Meeting

First Vice President  
Billy V. Koen  
University of Texas at Austin  
As you recall, at the Zone Board meeting on October 28 the three Sections agreed to pay \$5675 toward the guarantee of \$35,000 for the April meeting.

Vice President  
Robert K. Armstrong  
E.I. du Pont de Nemours and Company, Inc.  
The division of that amount between sections was calculated at the meeting, but there was an error of \$99 between the separate parts and the total above. Adding in \$33 for each section, the amount each section is to pay should be:

Vice President Robert L. Heyborne University of the Pacific	Southeastern	\$1425
	Indiana-Illinois	\$2125
	North Central	\$2125

Vice President  
Glen L. Martin  
CH2M HILL, INC.  
Recall that the Southeastern Section provided \$700 more in seed money prior to the meeting.

Vice President  
W. Dan Turner  
Texas A&M University  
I discussed the two remaining debts with Dick Latimer and we agree that it would be best if each Section would forward the appropriate amount shown above directly to Grayson and Biedenbach Associates. I am enclosing a copy of the invoice that you should send with the payment. Please add a notation that the payment is to be applied to this invoice. The remaining balance of \$273.57 will be paid by Dick Latimer from residual funds collected from registrations.

Executive Director  
F. Karl Willembroek  
Directors  
Russell K. Dean  
West Virginia University  
George E. Dieter  
University of Maryland  
Robert A. Ellison  
Rochester Institute of Technology  
A. Richard Graham  
Wichita State University  
Hugh F. Keedy  
Vanderbilt University  
The residual funds are \$2989.22, if I have properly interpreted the balance sheets supplied by Dick. That residual is of course not enough to cover the other remaining bill of about \$13,300 owed to the Galt House.

Diane T. Rudnick  
Central New England College  
Byron E. Thinger  
Pacific Gas & Electric Co.  
Please arrange to have your section's portion of this payment sent to Grayson and Biedenbach as soon as convenient. I am sure this has been an inconvenience to them, and they are to be commended highly for their patience in this matter.

Anthony L. Tillmans  
Kansas College of Technology  
Harris T. Travis  
Southern College of Technology  
Please send a copy of the transfer of funds paperwork to me for my records. If you have questions, please give me a call at 615-322-3698.

John A. Weese  
Texas A&M University  
Best wishes for a happy holiday season.

## ***Board Approves Two New Policies***

ASEE's Board of Directors recently voted two policy statements into effect. One policy, voted on at the November board meeting, concerns access to ASEE-sponsored and cosponsored meetings and will be included in guidelines given to ASEE officers and meeting planners. The other policy, established in January 1989, addresses conflict of interest.

The statements appear below in their entirety.

### ***Access to Meetings***

"All ASEE members shall be admitted (upon payment of appropriate registration fees, if any) to any and all meetings, conferences, conventions, discussion groups, lecture series, tours, or other assemblages of which ASEE is a sponsor or cosponsor. In furtherance of this policy, ASEE will not act as a sponsor or cosponsor for any assemblage in which participation is subject to security/export clearance or any other restriction of either governmental or industrial nature. Any exception to this policy must have prior approval of the Board of Directors.

"This policy does not limit the right of the Board of Directors, Executive Committee, or other regularly constituted Boards and Committees of ASEE to re-

strict attendance at their meetings to their duly appointed members."

### ***Conflict of Interest***

"Conflict of interest shall be defined as any situation in which a member's decisions or votes could substantially and directly affect the member's financial, business, or professional interest. It is the responsibility of all ASEE members in any elected, appointed, or volunteer position of a Society activity to consider each item of business where they have a vote or decision authority to determine if a conflict of interest may exist. Any such recognized potential conflict shall be made known immediately to the person in charge of the activity (or the next higher authority if the member is in charge) who, after consultation with other individuals in the activity, will advise the member of the proper course of action and cause a notation of the action to be entered in the activity's record.

"In the case of a director or other principal of the organization, a full disclosure will be made public immediately, and the individual concerned will be recused from all involvement in the matter (which means the individual will not be present when discussions of the subject are had, votes are cast, or business decisions are made)."



# Society Incurred a Budget Deficit in 1987-88

C

During the fiscal year ending September 30, 1988, the Society incurred a significant budget deficit. Although in its desire to improve member services the Board of Directors originally approved \$69,000 more in expenses than projected income, the audited deficit was \$300,000. When the Society's officers learned in November 1988 of the enlarged shortfall, a series of actions were taken to improve the situation.

The Society's audited revenues and expenses for the 1986-87 and 1987-88 fiscal years are shown below. Amounts are given in thousands of dollars.

	1986-87		1987-88	
	Actual	Budget	Actual	
Revenue	1,809	2,186	1,837	
Expense	1,801	2,255	2,137	
Surplus (Deficit)	8	(69)	(300)	

Although the deficit is significant, neither the BASS accounts nor the endowments for Society awards have been, nor will they be, affected. The major effect of the deficit is that it has reduced the Society's operating funds from a surplus of \$479,000 at the beginning of the last fiscal year to \$179,000 at the end of the year. Clearly, the Society cannot sustain another deficit of the same magnitude.

To ensure that the 1988-89 budget is balanced, the Executive Committee, with the approval of the Board of Directors, instructed headquarters to undertake a rigorous program of cost reduction to keep expenditures to \$1.88 million, instead of the \$2.254 million approved by the Board of Directors in June. The revised figure is based on the same rate of income growth that the Society experienced from 1986-87 to 1987-88. Headquarters has already reduced personnel by 10 percent, cut travel budgets by more than 50 percent, and postponed discretionary expenditures. Although the decreases are significant, every effort is being made to maintain the level of services that the Society provides to you, its members.

Several steps are being taken to rebuild the Society's revenues and minimize the chance of future deficits. First, the Society is investigating ways to reduce the reliance on income generated from the \$12 million of externally-funded projects in the Society's \$2 mil-

lion operating budget. Second, less optimistic income projections will be used to develop the 1989-90 budget. Third, ASEE plans to pursue more vigorously several sources of potential additional income. In addition, the Finance Committee and the staff have developed a fiscal reporting system that will enable the staff to monitor income and adjust expenditures on a monthly basis if projected revenues are not being realized. The new system also will allow the Finance Committee to maintain closer oversight of the Society's finances so that actions can be taken as problems begin to arise.

It is never pleasant to report a deficit to the members. However, the experience has helped to identify several weaknesses in the Society's budgeting and financial monitoring systems. The actions that have been taken should improve the Society's financial capabilities and lead to a strengthened ASEE that is better able to serve its members and the profession.

*Lawrence P. Grayson  
President, 1988-1989*

# American Society for Engineering Education



## BOARD OF DIRECTORS

### Officers 1988-89

President  
**Lawrence P. Grayson**  
U.S. Dept. of Education

President-Elect  
**Anthony B. Giordano**  
Polytechnic University

Most Immediate Past President  
**Robert H. Page**  
Texas A&M University

First Vice President  
**Billy V. Koen**  
University of Texas at Austin

Vice President  
**Robert K. Armstrong**  
E.I. du Pont de Nemours  
and Company, Inc.

Vice President  
**Robert L. Heyborne**  
University of the Pacific

Vice President  
**Glen L. Martin**  
CH2M HILL, INC.

Vice President  
**W. Dan Turner**  
Texas A&M University

Executive Director  
**F. Karl Willenbrock**

### Directors

**Russell K. Dean**  
West Virginia University

**George E. Dieter**  
University of Maryland

**Robert A. Ellison**  
Rochester Institute of Technology

**A. Richard Graham**  
Wichita State University

**Hugh F. Keady**  
Vanderbilt University

**Diane T. Rudnick**  
Central New England College

**Byron E. Thinger**  
Pacific Gas & Electric Co.

**Anthony L. Tilman**  
Kansas College of Technology

**Harris T. Travis**  
Southern College of Technology

**John A. Weese**  
Texas A&M University

## REPLY TO:

9714 Carriage Road  
Kensington, MD 20895  
February 13, 1989

Other Members:  
John C. Hancock  
George Burnett  
Richard Ungers

Dr. Daniel C. Drucker  
Graduate Research Professor of  
Engineering Sciences  
University of Florida  
231 Aerospace Engineering Building  
Gainesville, FL 32611

Dear Dan:

Thank you for your willingness to serve as chairman of the Ad Hoc Special Arbitration Committee, recently appointed by the ASEE Board of Directors. The Committee was established to resolve a serious dispute that has arisen between the Executive Committee of the Board and the Executive Director.

Due to the significance of the matter, and the possibility that Board action and discussion could have caused a great deal of turmoil in the Society, this Committee was given the power to resolve the situation. The Board and the Executive Director have agreed to abide by the decisions of the Committee.

The Committee has been authorized to take actions that are in the best interest of the Society by:

- 1) Reviewing the performance of the Executive Director and his relationships with individual officers, the Executive Committee and the Board of Directors;
- 2) Making decisions, which will be binding on all parties, on the current Executive Director's future relationship with the Society; and
- 3) Reporting its decisions to the Board of Directors as soon as possible, but no later than the Board of Directors' meeting on Sunday, June 25, 1989.

In carrying out your work, you will have access to all pertinent information, including minutes, correspondence, documents, and personnel records, as well as full access to involved staff members and volunteers. The Board has authorized you to expend the funds necessary to carry out the functions of the Committee.

You soon will receive from Headquarters a set of documents that Karl has compiled as background material. Other documents may be forthcoming from members of the Executive Committee.

I know that you conduct this assignment with deliberate thought, sensitivity and concern for the Society and the individuals involved. Tony Giordano, Karl Willenbrock, the other members of the Board and I stand ready to assist you in any way you may desire.

Sincerely yours,



Lawrence P. Grayson  
President, 1988-89

cc: F.K. Willenbrock  
Board of Directors

ASEE Staff Functions

Accounting Matters.....Lieberman  
Advertising.....Springfield  
Annual Conference.....Young  
Article Submission.....Samaras  
Awards.....Young, Long  
Awards Finances and Sponsorships.....Long  
BASS Accounts.....Lieberman  
Board of Directors, Board Meetings, Agendas.....Perry  
Bookkeeping, Disbursements.....Lieberman, Graham  
Budget Requests.....Lieberman  
Calendars of Events.....  
Case Studies, Ordering.....Samaras  
Case Studies, Submitting New.....Samaras  
Classified Ads.....Springfield  
Committees - Society Standing/Ad Hoc.....  
Computer Discount Program.....Elliott  
Engineering Education.....Samaras  
Engineering Education News.....Samaras  
Engineering Research Council Forum.....Young  
Fall Planning and Leadership Conference.....Young  
Federal Liaison.....Leigh  
Guidance.....Strong, Perry  
INSIDE ASEE.....Long, Elliott  
Insurance Program.....Elliott  
Labels and Rosters.....Elliott  
Legislation.....Leigh  
Liaison with Professional Societies.....Willenbrock, Perry  
Meeting Dates.....Long  
Member Prospects and Promotion.....Long  
Member Services.....Long, Elliott  
Membership Directories.....Long  
Individual Membership Processing.....Witherspoon  
Institutional Membership Information.....Long  
New Member Information.....Long, Witherspoon  
Office Administration.....Willenbrock  
ONT Project.....Carter  
NASA Projects.....Jarosz  
Projects and Grants (ONR, Navy, Etc.).....Jarosz, Carter  
Public Affairs.....Perry  
Publications Information.....Samaras  
Publications Sales.....Lytton  
Publicity.....Samaras  
Reprints.....Lytton  
Research and Graduate Study Directory.....Samaras  
Society Meetings and Activities.....Young  
Subscriptions.....R. Elliott  
Supplies, etc. (for Headquarters Use).....R. Elliott  
Supplies (Mastheads, Logos, etc. for unit use).....A. Elliott  
Surveys of Manpower.....Perry  
THIS IS ASEE.....Long  
WISE Program.....Jarosz



**CAMPUS REPRESENTATIVE  
MATERIALS ORDER FORM**

E-2

Please send me the following for my to use for membership.

name: \_\_\_\_\_

address: \_\_\_\_\_

\_\_\_\_\_

telephone number: \_\_\_\_\_

**Quantity**

- \_\_\_\_\_ THIS IS ASEE (membership promotional brochure)
- \_\_\_\_\_ ENGINEERING EDUCATION
- \_\_\_\_\_ ENGINEERING EDUCATION NEWS
- \_\_\_\_\_ Publications Brochure
- \_\_\_\_\_ ASEE IN REVIEW (insert from the October issue of the journal, contains geographic zone map, organizational chart, awards and guide to services)
- \_\_\_\_\_ reproducible logos
- \_\_\_\_\_ Projects Brochure
- \_\_\_\_\_ INSIDE ASEE (Resource for Officers)
- \_\_\_\_\_ Individual Member Directory
- \_\_\_\_\_ New Engineering Educators Survival Kit (one per institution)
- \_\_\_\_\_ Campus Representative Manual
- \_\_\_\_\_ ASEE Awards Nomination Booklet
- \_\_\_\_\_ Division Flyers

**Institutional Member Applications for:**

- \_\_\_\_\_ Engineering College
- \_\_\_\_\_ Technical College
- \_\_\_\_\_ Engineering College Affiliate
- \_\_\_\_\_ Technical College Affiliate
- \_\_\_\_\_ Corporation
- \_\_\_\_\_ Association
- \_\_\_\_\_ Government

Please return this form to:

**Apryl Elliott**  
**Member Services Assistant**  
**American Society for Engineering Education**  
**Eleven Dupont Circle, Suite 200**  
**Washington, DC 20036**  
**202-293-7080**

MINUTES  
FIFTY-FIFTH ANNUAL MEETING  
ASEE Southeastern Section  
April 2-4, 1989

Overview of Meeting

The 55<sup>th</sup> Annual Meeting of the ASEE Southeastern Section was held April 2-4, 1989, at the Paul W. Bryant Conference Center at the University of Alabama in Tuscaloosa, Alabama. The theme of the meeting was "Modern Design: Engineering Educator's Response." General Chairman for the meeting was Alan Lane of the University of Alabama, and Program Chairman was Max Hailey of the University of Tennessee-Chattanooga.

Highlights of the meeting were a keynote address on Monday by Robert Baker of IBM and a plenary session on the theme "Directions in Engineering Education" on Tuesday with presentations by Russel Jones, immediate Past-President of ABET and Charles Samson, immediate Past-President of NSPE. A full slate of sessions took place until the meeting closed with the noon Tuesday luncheon and business meeting.

Annual Awards Banquet

The Annual Awards Banquet was held on Monday evening in the Bryant Center with President-Elect Wayne Chen presiding in the absence of President Robert Snyder. The following section awards were presented:

- ..AT&T                    James Nau, N. C. State Univ.  
                              Donald J. Kirwan\*, Univ. of Virginia
- ..Dow                     Alan Lane, Univ. of Alabama
- ..Research Paper        (First) Stuart R. Bell, Univ of Alabama  
                              (Second) Ozcan Ozdamar, Univ. of Miami
- ..Instructional Paper    William A. Davis, VPI & SU
- ..Outstanding Campus    Alan Lane, Univ. of Alabama  
  Representative

\*Unfortunately, there was an error in communication and Prof. Kirwan's award was not presented at the banquet.

Entertainment for the banquet was provided by the Alabama Jazz Band.

## Section Business Meeting and Luncheon

The Annual Business Meeting of the Section was called to order by President-Elect Wayne Chen, who was presiding in the absence of President Robert Snyder.

Minutes of the April 12, 1988, Annual Business Meeting of the Section were approved.

President-Elect Chen 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.)

William Cooley, Chairman of the Resolutions Committee, 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.

Hugh Keedy, acting for Gene Wheeler, chairman of the nominating committee, announced the following slate of nominations for section officers for 1989-90:

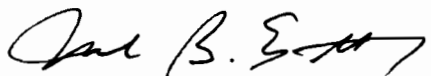
President	-- Wayne Chen, Univ. of Florida
President-Elect	-- Robert Mabrey, Tennessee Tech.
Secretary-Treasurer	-- Jack B. Evett, UNC Charlotte

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

President Chen announced that the 1990 Annual Section Meeting will be held at The University of North Carolina at Charlotte with David Bayer and Ambrose (Bo) Barry of UNC Charlotte as General Co-chairmen and Robert Batson of the University of Alabama as Program Chairman. Suggestions regarding a theme for that meeting were solicited.

There being no further business, the meeting was adjourned.

Respectfully submitted,



Jack B. Evett, Secretary

American Society for Engineering Education  
Southeastern Section  
Officers

1989-90

President Wayne Chen, University of Florida  
President Elect Robert Mabrey, Tennessee Technological University  
Past President Robert D. Snyder, UNC Charlotte  
Vice Presidents Robert G. Batson, University of Alabama  
John T. Mason III, Tennessee Technological University  
C. Clinton Strange, Jr., University of Central Florida  
Secretary-Treasurer Jack B. Evett, UNC Charlotte

Administrative Unit

Chairman John T. Mason III, Tennessee Technological University  
Vice Chairman George Swisher, Tennessee Technological University  
Secretary William K. Rey, University of Alabama

Instructional Unit

Chairman Robert G. Batson, University of Alabama  
Vice Chairman S. Michael Wells, Tennessee Technological University  
Secretary Rhonda Hockelberg, Alabama A&M University

Research Unit

Chairman C. Clinton Strange, Jr., University of Central Florida  
Vice Chairman L. David Shen, Florida International University  
Secretary Stuart R. Bell, University of Alabama  
Treasurer Samuel C. Gambrell, Jr., University of Alabama

Civil Engineering Division

Chairman Jafar P. Mohsen, University of Louisville  
Vice Chairman Kenneth P. Brannon, The Citadel  
Secretary Edwin P. Foster, University of Tennessee--Chattanooga

Mechanical Engineering Division

Chairman W. Stan Johnson, University of Tennessee  
Vice Chairman George Swisher, Tennessee Technological University  
Secretary Kenneth Clark Midkiff, University of Alabama

Industrial Engineering Division

Chairman Jessica O. Matson, University of Alabama  
Vice Chairman Vacant

Engineering Graphics Division

Chairman Bruno W. Strack, Memphis State University  
Vice Chairman George Lux, Virginia Polytechnic Institute and State  
University  
Secretary Larry Goolsby, Tennessee Technological University

Engineering Technology Division

Chairman Robert L. Douglas, Memphis State University  
Vice Chairman Wayne D. Andrews, East Tennessee State University  
Secretary Susan Simons, Memphis State University



## RESOLUTIONS

Fifty-Fifth Annual Meeting  
Southeastern Section  
American Society for Engineering Education  
April 2-4, 1989

WHEREAS the Southeastern Section of the American Society for Engineering Education has enjoyed the gracious and generous hospitality of the University of Alabama during its 55th 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 meeting,

THEREFORE LET IT BE RESOLVED

FIRST, that we express our particular appreciation to the host, Dean Robert F. Barfield of the University of Alabama, to the general chairman, Alan M. Lane, to the conference coordinator, Charles E. Forman, to Robert G. Batson and to each member of the host committee who worked so effectively to make the meeting successful, and

SECOND, that we thank each of the following for the planning and support they provided for all the events which made this meeting so informative and enjoyable:

The Paul W. Bryant Conference Center of the University of Alabama, and The Sheraton Capstone Inn of Tuscaloosa, and

THIRD, 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

FOURTH, that we thank the technical program chairman, Max L. Hailey, and the members of the Divisions and Units of the Southeastern Section who participated in planning the program, and

FIFTH, that we thank Robert G. Baker of the IBM Corporation for an outstanding keynote address, and

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

SEVENTH, that we thank Technovate and McGraw-Hill for hosting receptions on Sunday and Monday night, respectively 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, William C. Cooley, Chairman.

Approved unanimously by the Section on April 4, 1989.