

American Society for Engineering Education



Tulio Sulbaran, Treasurer-Secretary
Southeastern Section

Instruction ♦ Administration ♦ Research

Spring Executive Board Meeting Sunday 18 April 2010 – 3:00pm Randolph 210 – Virginia Tech

Minutes

Attendance:

Donald Visco, Chair of Bioengineering, Tennessee Tech University
Brent Jenkins, Vice Chair Programs, Southern Polytechnic State University
Thomas Walker, Virginia Tech
Ahmed Abukmail, University of Southern Mississippi
Donna Reese, Mississippi State University
Jerry Newman, Chair of Eng. Technology, University of Memphis
Dennis Fallon, Chair Zone II Representative, The Citadel
Tulio Sulbaran, Secretary Treasurer, University of Southern Mississippi
Cindy Waters, Vice-Chair Division Research, NC A&T State University
Paul Palazolo, Vice Chair Awards & Recognition, University of Memphis
Keith Plemmons, President, The Citadel
David Domermuth, Chair - Ind. Eng, Appalachian State University
Claire McCullough, President Elect, University of Tennessee at Chattanooga
Tyson Hall, Chair - Instr. Div, Southern Adventist University
Zhaoxian Zhou, Vice Chair Programs, The University of Southern Mississippi
Ken Brannan, Newsletter Editor & Web Coordinator, The Citadel
Barbara Bernal, Past President, Southern Polytechnic State University
Scott Schultz, Secretary Programs, Mercer University
Hodge Jenkins, Vice-Chair Publications and Programs, Mercer University
Cecelia Wigal, Secretary Industrial, University of Tennessee at Chattanooga

1. The meeting was called to order at 3:05 p.m. with distribution of an agenda. Keith Plemmons (President) welcomed everyone.
2. Tulio Sulbaran distributed minutes from the Fall Executive Board Meeting. After a short discussion, Clare McCullough made the motion to approve the meeting minutes as corrected, second by Cindy Waters to approve the minutes with modifications. The motion passed by voice vote.

3. Tulio Sulbaran provided an update of the budgets through 12/31/09. The three section accounts were briefly discussed: operating account, research account, and BASS account.
 - a. The balance in the BASS account was \$13,396.49.
 - b. The balance in the research account was \$9,635.98.
 - c. The balance in the operating account was \$550.00. This account can only be used toward publication of a newsletter. This account will be zeroed after partial payment for the section newsletter.Tom Walker made motion, second by Paul Palazolo to accept the report. Motion passed by voice vote.
4. Zhou presented the statistics of the Technical Papers 126 abstracts were submitted to the conference and 95 Presentation. Discussion took place regarding the number of abstracts that were not submitted as final manuscripts.
5. Tom Walker was able to secure two sponsors each provided \$1000.
6. Barbara Bernal presented the report on the Proceedings CD this year which includes the Proceedings since 1998. There were 140 CDs were burned for the conference and another 120 CDs will be burn for the Dean mail out that will take place early Fall 2010. There is room in the CD for 5 more years of Proceedings.
7. Barbara Bernal reported that the nomination committee is recommending Brent Jenkins and Paul Palazolo for President Elect and Tulio Sulbaran as Treasurer. Claire McCullough made motion, second by Tom Walkers to accept the slate as presented. Motion passed by voice vote.
8. Paul Palozolo reported on the selection of Outstanding Teaching, Mid-Career Teacher, New Teacher, Thomas Evans Instructional Paper, and Tony Tilmans Service, of the ASEE-SE 2009 conference.
9. Dennis Fallon presented the Call for papers. The Central Topic is "Creating the Academic Culture to Educate Engineering Leaders". The conference will be hosted from April 10-12, 2011 at the Citadel. The rate for the rooms is 99\$/night single and double occupancy. Citadel will have shuttles going from the Hotel to the Citadel. The attendees will be taken to the aquarium or the Citadel beach house. The banquet will be in the Alumni Center.
10. Donna Reese talked about the 2012 Conference. The conference will probably be in April 1st or last week of March.
11. Don Visco talked about the 2013 Conference. The conference will be during the Middle of March. Tennessee Tech does not have hotel on campus. So, the hotel will be off-campus and there will be shuttle between the hotel and on campus.
12. Dennis Fallon indicated that John Brocato will receive the Campus Representative Award.
13. Kenneth Brannan indicated requested Dennis Fallon (2011 Host Institution) to provide a brief description of the host institution and activities that can be done in the area where the conference will be hosted. Brannan also requested Claire McCullough to send him as president a letter from the president. The newsletter will also have the call for papers.

14. Dennis Fallon gave a report of the Zone 2. He described the event that is happening at the National level “Creating the Culture for Systematic Innovation”. Donald Visco provided a summary of the second national initiative. The name is SPEED. It is professional develop for faculty. Zone 2 Chair is elected for two years. This is Dennis last year. Don Tougaw will be the next Zone 2 Chair.
15. Claire McCullough announced that the Fall meeting will be on November 11 and 12 in the same location that was in Fall 2009 (North Side of Atlanta).
16. There being no further business, Plemmons entertained a motion by Sulbaran with second by Palazolo to adjourn. Motion passed by voice vote and the meeting adjourned at 4:45 p.m.

Respectfully submitted,

Tulio Sulbaran
Treasurer- Secretary ASEE-SE



American Society for Engineering Education



Tulio Sulbaran, Treasurer-Secretary
Southeastern Section

Instruction ♦ Administration ♦ Research

Minutes Luncheon Business Meeting 20 April 2010 Blacksburg, Virginia

1. Keith Plemmons called the meeting to order at 12:10 pm
2. Tulio Sulbaran read the minutes of the Spring 2009 luncheon business meeting. Minutes were recommended for approval by Thomas Dion and second by Barbara Bernal. The meeting minutes was approved unanimously.
3. Claire McCullough read the list of resolutions expressing appreciation to all who helped with conference preparations. Motion made by Dennis Fallon with second by Barbara Bernal to approve the resolutions. The resolutions were approved unanimously.
4. Barbara Bernal announced nominations for President Elect and Secretary-Treasurer were presented during the executive board at the April 18, 2010 Sunday executive board meeting. Barbara Bernal opened the floor for additional nominations, no additional nominations were made. On recommendation by Keith Plemmons and second by Claire McCullough the slate of officers was approved unanimously. Elections were conducted during the breakfast by written ballots with the following results:
Brent Jenkins – President Elect
Tulio Sulbaran - Secretary/Treasurer
5. Keith Plemmons announced that the new section President was Claire McCullough.
6. Claire McCullough gave plaque to the past president Keith Plemmons.
7. Thomas Dion made the motion to adjourn second by Thomas Dion to adjourn the meeting at 12:25 p.m.

Respectfully submitted,

Tulio Sulbaran
Secretary

RESOLUTION for the Annual Meeting
April 20, 2010
Virginia Polytechnic Institute and State University
Blacksburg, Virginia

Whereas the Southeastern Section of the American Society for Engineering Education has been the guest of Virginia Polytechnic Institute and State University, Blacksburg, Virginia, during its 2010 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 and who have contributed to the success and fellowship of the meeting.

THEREFORE LET IT BE RESOLVED:

FIRST, that we thank the Virginia Polytechnic Institute and State University and its Faculty and Administration for the invitation to meet in Blacksburg, Virginia and for the pleasant and worthwhile experiences which resulted; and

SECOND, that we express our particular appreciation to the host institution President, Dr. Charles Steger, the Dean of the College of Engineering, Dr. Richard Benson, the Host Site Coordinator, Tom Walker, the staff of the Continuing and Professional Education Department of Virginia Tech, Mr. Leland Shelton and the staff of the Inn at Virginia Tech and Skelton Conference Center; and

THIRD, that we thank the Executive Committee of the Southeastern Section and Technical Program Chair Zhaoxian Zhou for their part in planning and executing an excellent program; and

FOURTH, that we thank Dr. Paul Torgerson for his gracious and entertaining address welcoming the section to Virginia Tech; and

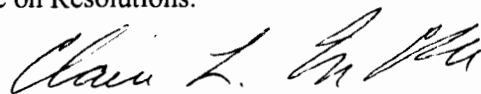
FIFTH, that we express our appreciation to Dr. Dennis Hong, Director of RoMeLa: Robotics and Mechanisms Laboratory at Virginia Tech, for an outstanding Keynote Address; and

SIXTH, that we recognize the continued fine efforts of the Proceedings Editor, Barbara Bernal; and

SEVENTH, that we thank National Instruments and the Virginia Tech Engineering Education Graduate Program for their support for this meeting.

BE IT FURTHER RESOLVED, that a copy of these resolutions be included in the minutes of this meeting, and that the Secretary be instructed to transmit copies to all concerned.

Respectfully submitted by the Committee on Resolutions.



Claire L. McCullough, PhD, PE
Chair, ASEE SE Committee on Resolutions

American Society for Engineering Education



Tulio Sulbaran, Treasurer-Secretary
Southeastern Section

Instruction ♦ Administration ♦ Research

Fall Technical Program Planning Meeting November 04, 2011 – 9:00am – Microtel Inn & Suites – Atlanta, Ga

Minutes

Attendance:

Claire McCullough (Past President), Computer Science Eng – Univ. Tenn. Chattanooga
John Abbitt (Chair, ME Division), Mechanical & Aero Engineering – University of Florida
Cecelia Wigal (VP Awards and Recognition) – College of Engineering – Univ. of Tennessee
Beth Todd (Sec K-12 Div) – Mechanical Engineering – Univ. of Alabama
Jerry Newman (Chair Eng Tec. Division) – Eng. Tech – Univ. of Memphis
Tom Fallon (Vice Chair Research) – ECET – Southern Polytechnic State University
Doug Tougaw (Zone II Chair) – Electrical & Computer Engineering – Valparaiso University
John Brocato (Chair, Admin Div), Dept of Engr – Mississippi State University
Thomas Dion (Campus Rep. Coord), Civil and Environment Engineering – The Citadel
Brent Jenkins (President), ECET- Southern Polytechnic
Joseph Coe (Secretary, Civil Eng. Div) – Civil & Environmental Engineering
Steven Click (Guest) – Civil & Environmental Engineering - Tennessee Tech
Scott Schultz (Vice-Chair Program Unit), Industrial Engineering – Mercer University
Hodge Jenkins (Sec. Pub & Prog. Unit), Mech. Eng. - Mercer Univ.
Sally J. Pardue (K-12) – Oakley STEM Center and Mech Eng – Tennessee Tech University
Marcos Chu (Secretary, Electrical Eng) – Accounting – Capella University
Ken Brannan (Web Master/ Newsletter Editor) – Civil & Environmental Engineering – The Citadel
Tyson Hall (President Elect) - School of Computing – Southern Adventist Univ.
Willard Munger (Vice-Chair Prof. Unit) – School of Computing - Southern Adventist Univ
Jorge Bohorquez (Chair Biomedical) – Biomedical Eng – University of Miami
Barbara Bernal (Proceedings Editor), SWE - Southern Polytechnic State University
Tulio Sulbaran (Secretary/Treasurer), School of Construction - University of Southern Mississippi

1. Brent Jenkins call the meeting to order at 9:10 a.m. with distribution of an agenda.
2. Tulio Sulbaran passed the meeting minutes from the Fall 2010 Technical Planning Meeting. Motion was made to approve the meeting minutes by Tyson Hall with second by Claire McCullough. The meeting minutes was approved unanimously.

3. Tyson Hall presented the information related to the conference abstracts and the technical program. 126 abstract were submitted for consideration distributed as follows:

- 16 Administrative
- 1 Bioengineering
- 8 Chemical Engineering
- 20 Civil Engineering
- 5 Computer Engineering
- 4 Electrical Engineering
- 2 Engineering Design Graphics
- 3 Engineering Technology
- 0 Industrial Engineering
- 23 Instructional
- 15 K-12
- 10 Mechanical Engineering
- 7 Professional Skills
- 5 Research
- 4 Software Engineering

The deadline for full paper is December 2nd, 2011. The result from the review will be due by January 06th, 2012 (will be extended to the 13th). The authors must submit the revised paper by February 3rd, 2012. Deadline for presentation authors to register for conference March 2nd, 2012.

4. Tyson Hall showed an overview of the conference schedule as follows:

Monday	
10:20 – 12:00pm Technical Session I – 5 Rms x 5 Papers per Rm =	25 Papers
1:40 – 3:20pm Technical Session II – 4 Rms x 5 Papers per Rm =	20 Papers
3:40 – 5:20pm Technical Session III – 4 Rms x 5 Papers per Rm =	20 Papers
Tuesday	
9:00 – 10:20am Technical Session IV – 5 Rms x 4 Papers per Rm =	20 Papers
10:40 – 11:40am Technical Session V – 5 Rms x 3 Papers per Rm =	15 Papers

Total Presentations:	100 Papers

5. John Brocato presented an overview of the workshops. Motion was made by Claire McCullough, second by Scott Schultz to consider the ASEE workshop as a separate event from the ASEE-SE Conference. Motion was approved by voice vote.
6. Steven Click made the motion, second by Tyson Hall that the ASEE-SE president send a letter to ASEE national requesting that during the marketing and registration of the ASEE workshop, the ASEE-SE Conference would be advertized and provide a link to the ASEE-SE registration. Motion was approved by voice vote.
7. Tyson Hall made the motion, second by Sally Pardue to have the ASEE-SE Board meeting at 3:30 on Saturday at MSU. Motion was approved by voice vote.
8. Barbara Bernal provided an overview of the book of abstracts and encourage people to add more information.

9. Claire McCullough made the motion, second by Tyson Hall to ask Sally Pardue to investigate the possibility to bring a very well recognized person to present a workshop during the ASEE-SE 2013 Conference that could possibly be subsidized by the ASEE-SE section funds with the intention to increase participation. Motion was approved by voice vote.
10. Tulio Sulbaran made a motion to adjourn with second by Tyson Hall. Motion was approved by voice vote.
11. The meeting adjourned at 11:10 a.m.

Respectfully submitted,

Tulio Sulbaran
Treasurer-Secretary ASEE-SE



American Society for Engineering Education



Tulio Sulbaran, Treasurer-Secretary
Southeastern Section

Instruction ♦ Administration ♦ Research

Fall Executive Board Meeting

Thursday 11 November 2010 – 7:20pm - Microtel Inn & Suites - Atlanta, GA

Minutes

Attendance:

Tyson Hall (Vice-President Awards & Recog), School of Computing – Southern Adventist Univ.
Ken Brannan (Newsletter Editor and Webmaster), Civil & Environmental Eng - The Citadel
Brent Jenkins (President Elect), ECET- Southern Polytechnic
Dennis Fallon (Site Coordinator), School of Engineering – The Citadel
Thomas Dion (Campus Rep. Coord), Civil and Environment Engineering – The Citadel
Hodge Jenkins (Sec. Pub & Prog. Unit), ME - Mercer Univ.
Scott Schultz (Vice-Chair Program Unit), Engineering – Mercer University
Dick Kunz (Chair Instructional Div), Mechanical Eng – Mercer University
Barbara Bernal (Proceedings Editor), SWE - Southern Polytechnic State University
Keith Plemmons (Past President) Civil & Environmental Eng - The Citadel
Claire McCullough (President), Computer Science Eng – Univ. Tenn. Chattanooga
Tulio Sulbaran (Secretary/Treasure), School of Construction - University of Southern Mississippi

1. The meeting was called to order at 7:20 p.m. with distribution of an agenda. Claire McCullough welcomed everyone and asked everybody to introduce themselves.
2. Sulbaran distributed minutes from the Spring Executive Board Meeting. After a short discussion, Tyson Hall made the motion, second by Keith Plemmons to approve the minutes. The motion passed by voice vote.
3. Sulbaran provided an update of the budgets through 09/30/10. The three section accounts were briefly discussed: operating account, research account, and BASS account.
 - a. The balance in the BASS account (262) was \$13,239.71
 - b. The operating account (362) was at a zero balance after partial payment for the Conference CD. This account can only be used toward publication of a newsletter and proceedings.
 - c. The balance in the research account (462) was \$9,819.69Tom Dion made motion, second by Barbara Bernal to accept the report. Motion passed by voice vote.
4. Sulbaran distributed copies of the 2010-11 budget consideration. Elements of budget consideration were discussed. Barbara Bernal made the motion second by Brent Jenkins to “Reduce to zero the expenses for workshop and speakers but retain the budget categories”. After a short discussion, the motion passed by voice vote. Tyson Hall made the motion, second by Claire McCullough to accept budget consideration as modified. Motion passed by voice vote.

5. Hall provided a brief overview of the awards and indicated that the deadline would be January 24th, 2011.
6. Dion provided a brief overview of the Campus Representatives award. It was suggested to send an e-mail to campus representative to inform them about their position and responsibility. It was suggested to include in the annual book of abstracts the list of Campus Representatives.
7. McCullough reported that Tennessee Tech University has accepted to host 2013 ASEE-SE Conference.
8. Jenkins reported that Mercer requested to serve as host of 2014 ASEE-SE Conference. Claire McCullough made the motion, second by Plemmons to “Send letter accepting Mercer as the host for the 2014 Conference”. Motion passed by voice vote.
9. Bernal indicated that the last batch of ASEE-SE proceedings will be sent the third week of November.
10. Fallon presented the budget the conference. Brent Jenkins made the motion, second by Tyson Hall to accept the budget. Motion passed by voice vote. The following fee structure was presented: Early Registration \$225, Late Registration Fee \$250 and Undergraduate Student Presenting Poster \$100 (which includes all activities and meals).
11. Dion provided a brief overview of the Campus Representatives.
12. Ken provided a brief overview of the Newsletter which is only prepared during Summer and sent only electronically. Tyson Hall made the motion, Barbara Bernal second to buy the “asse-se.org” domain name.
13. Tougaw provided McCullough the following information to report: 1- Frank Huband ASEE-SE Executive Director announced his retirement, the board of director is currently working to find his replacement; and 2- North Central and Illinois-Indiana sections are holding joint conference and Southern section members are welcome to submit papers.
14. Bernal showed the committee assignments as follows:
 - Nominating (Keith Plemmons (chair), Barbara Bernal, Cecelia Wigal, Ken Brannan)
 - Program (Zhaocian Zhou (chair), Scott Schultz, Tyson Hall, Dennis Fallon)
 - Resolutions (Brent Jenkins (chair), Keith Plemmons (chair), Tulio Sulbaran, Scott Schultz)
 - Awards (Tyson Hall (chair), Cecelia Wigal, Hodge Jenkins, Dick Kunz, Cindy Waters, Thomas Dion)
 - Publications and Promotion (Hodge Jenkins (Chair), Sally Pardue, Salame Amr, Barbara Bernal, Ken Brannan, Thomas Dion)
15. McCullough made the motion, second by Tyson Hal to have “Dion review the method of selection the workshop coordinator and report to the board during the spring meeting”
16. There being no further business, Claire McCullough entertained a motion by Sulbaran with second by Schultz to adjourn. Motion passed by voice vote and the meeting adjourned at 9:30 p.m.

Respectfully submitted,

Tulio Sulbaran
Treasurer- Secretary ASEE-SE



American Society for Engineering Education



Tulio Sulbaran, Treasure-Secretary
Southeastern Section

Instruction ♦ Administration ♦ Research

Conference Planning Meeting

11 November 2010 – 3:00pm – Microtel Inn & Suites – Atlanta, Ga

Minutes

Attendance:

Tyson Hall (Vice-President Awards & Recog), School of Computing – Southern Adventist Univ.
Ken Brannan (Newsletter Editor and Webmaster), Civil & Environmental Eng - The Citadel
Brent Jenkins (President Elect), ECET- Southern Polytechnic
John Brocato (Chair, Admin Div), Tech Comm – Mississippi State University
Thomas Dion (Campus Rep. Coord), Civil and Environment Engineering – The Citadel
Jerry Newman (Secretary Electronic Tec. Division) – Eng. Tech – Univ. of Memphis
Paul Palazolo (Chair Professional Div), Civil Engineering - University of Memphis
Claire McCullough (President), Computer Science Eng – Univ. Tenn. Chattanooga
Tulio Sulbaran (Secretary/Treasurer), School of Construction - University of Southern Mississippi
Keith Plemmons (Past President) Civil & Environmental Eng - The Citadel
Barbara Bernal (Proceedings Editor), SWE - Southern Polytechnic State University
Scott Schultz (Vice-Chair Program Unit), Engineering – Mercer University
Dick Kunz (Chair Instructional Div), Mechanical Eng – Mercer University
Hodge Jenkins (Sec. Pub & Prog. Unit), ME - Mercer Univ.
Dennis Fallon (Site Coordinator), School of Engineering – The Citadel

1. McCullough opened the meeting at 3:10 p.m. with those attending introducing themselves.
2. Bernal passed the meeting minutes from the Fall 2009 Conference Planning Meeting. Motion was made by Hall second by Paul Palazolo to approve the meeting minutes. The meeting minutes was approved unanimously.
3. Fallon from The Citadel presented the 2011 conference information. The ASEE-SE 2011 will be held at the Holiday Riverview \$99/night and blocked 90 rooms approx 3 miles from Citadel. The hotel will take people to downtown. The Citadel will provide vans to move people from the hotel to The Citadel running every 30 minutes at rush time and every 60 minutes at other times. On Sunday workshops will be held at the Citadel. The Citadel will host a Cruise (2 hrs to 3hrs) on Sunday night. Registrations will help with registrations and tours of campus. On Monday the breakfast will be at the auditorium, the plenary speakers probably will be a technology forecaster. Entertainment in the evening probably will be silent rifle. The full early registration will be \$225 and undergraduate students in poster competition will pay \$100 (including all meals and breaks).

4. Hall made the motion seconded by Palazolo to add “Maximum three papers presentation per registered author”. The motion was approved unanimously.
5. Brocato presented an overview of the 2012 Conference. The conference will be held April 1-3, 2011 at the Colvard Student Union with 5-7 breakout rooms, divisible ballroom, full A/V capabilities, plentiful common-area/foyer space. Welcome reception on Sunday will probably be hosted at the John Grisham Room and Charles Templeton, Sr. Music Museum for Welcome reception or at the Raspet Flight Research Lab. The award reception might be at the Hunter Henry Center. The airport is 15 minutes form MSU. Parking on campus is a real problem. Several hotels are close to campus and planning to book 80 rooms. There are several companies in the vicinity of MSU. So, MSU is planning to request sponsorship from them.
6. There being no further business. Sulbaran made a motion, second by Plemmons to adjourn the meeting. Motion passed by voice vote. The meeting adjourned at 4:30 p.m.

Respectfully submitted,

Tulio Sulbaran
Treasure-Secretary

