

American Society for Engineering Education



Tulio Sulbaran, Treasurer-Secretary
Southeastern Section

Instruction ♦ Administration ♦ Research

Spring Executive Board Meeting Sunday 10 April 2011 – 3:00pm Gordon Seminar Room – Grimsley Hall – The Citadel

Minutes

Attendance:

Dennis Fallon, Site Coordinator, The Citadel
Paul Palazolo, Chair Professional Division, University of Memphis
Doug Tougan, Zone II Chair, Valparaiso University
Barbara Bernal, Proceeding Editor, Southern Polytechnic State University
Scott Schultz, Technical Program Chair, Mercer University
Tyson Hall, VP Awards & Recog. Unit, Southern Adventist University
Thomas Dion, Campus Reps. Coord, The Citadel
Zhaoxian Zhou, Chair Programs Unit, The University of Southern Mississippi
Hodge Jenkins, Vice-Chair Publications and Programs, Mercer University
Salame M. Amr, Secretary/Award, Virginia Common Wealth
John Brocato, Admin Chair, Mississippi State University
Claire McCullough, President, University of Tennessee at Chattanooga
Cecelia Wigal, Vice Chair Award & Recognition, University of Tennessee at Chattanooga
Ken Brannan, Newsletter Editor & Web Coordinator, The Citadel
Daniel Kohn, K-12 Div, University of Memphis
Steven Click, Host 2013 ASEE-SE Conference, Tennessee Tech
Dick Kunz, Chair Instructional Div, Mercer University
Brent Jenkins, President Elect, Southern Polytechnic State University
Tulio Sulbaran, Secretary Treasurer, University of Southern Mississippi

1. The meeting was called to order at 3:00 p.m. with distribution of an agenda. Claire McCullough (President) welcomed everyone.
2. Tulio Sulbaran distributed minutes from the Fall Executive Board Meeting. After a short discussion, Thomas Dion made the motion to approve the meeting minutes as corrected, second by Steven Click to approve the minutes with the minor modifications. The motion passed by voice vote.

3. Tulio Sulbaran provided an update of the budgets through 12/31/10. The three section accounts were briefly discussed: operating account, research account, and BASS account.
 - a. The balance in the BASS (262) account was \$12,957.44.
 - b. The balance in the operating account was \$550.00. This account can only be used toward publication of a newsletter. But, it was approved to be use to pay (in part) the proceedings cost.
 - c. This account will be zeroed after partial payment for the section newsletter.
 - d. The balance in the research account was \$9,841.80.Tyson Hall made motion, second by Thomas Dion to accept the report. Motion passed by voice vote.
4. Schultz presented the statistics of the Technical Papers. He indicated that there will be 4 Simultaneous Tracks during the conference. Started with 104 abstracts were submitted to the conference and 77 were accepted. Discussion took place regarding the number of abstracts and papers. Some alternatives to encourage new junior faculty to come to the conference were discussed.
5. Barbara Bernal presented the report on the Proceedings CD this year which includes the Proceedings since 1998 and the CDs are at the maximum capacity. There were 160 CDs were burned for the conference and another 90 CDs will be burn for the Dean mail out that will take place early Fall 2011. There is no more room in the CD for more years of Proceedings. So, discussion took place about the possibility of having a DVD or reducing number of proceeding's years in the CD.
6. Dennis Fallon reported that there were 105 Full Registration, 20 undergraduate students, 170 people going on the Cruise, about \$4,000 in sponsorship and based on preliminary numbers the conference is well on budget. Denis Fallon presented the details of the conference.
7. Tyson Hall reported on the selection of Outstanding Teaching, Mid-Career Teacher, New Teacher, Thomas Evans Instructional Paper, and Tony Tilmans Service, of the ASEE-SE 2011 conference.
8. John Brocato talked about the 2012 conference at Mississippi State University that will be hosted April 1-3rd, 2012. Hotel rooms are blocked 109\$/night – Comfort Suite. - John is talking with MSU Parking Office about parking for attendees. Possibly there will a shuttle from the airport to the campus. The Sunday night event will be in the Aerospace laboratory. The venue has the Monday night locked down. Already talked with the registration people and it will be completed by the end of summer.
9. Steven Click talked about the 2013 Conference that will be hosted at Tennessee Tech. The conference will be probably in March 10th, 2013 to match the spring break and to eliminate parking problems and room issues. Tennessee Tech does not have hotel on campus. So, the hotel will be off-campus and there will be shuttle between the hotel and the campus.
10. Claire McCullough indicated that Mercer will host the 2014 ASEE-SE Conference. Hodge Jenkins indicated that Mercer is very excited about the opportunity. The conference will be held in early April.
11. Keith Plemmons reported that the nomination committee is recommending Tyson Hall as President Elect and Tulio Sulbaran as Treasurer. Thomas Dion made the motion, seconded by Salame M. Amr to accept the slate as presented. Motion passed by voice vote.
12. Thomas Dion indicated that there were 18 reports.

13. Ken Brannan presented a brief report on the Newsletter Editor and Webmaster Report. Brannan also requested several elements from the board of director to be included in the Newsletter.
14. Doug Tougaw gave a report of the Zone II. He described his role to serve as liaison between headquarter and the three sections of Zone II. The organization is going through many changes.
15. Thomas Dion provided the results of a rewriting of the Workshop Coordinator responsibility detailed in the manual of the sections.
16. Claire McCullough expressed the importance to let headquarters know that limitation that headquarters is putting to the e-mail attachment is unreasonable. Discussion took place about the approach to increase new faculty participation in the ASEE-SE Conference. Paul Palazolo volunteered to send a survey to inquiry methods to increase new faculty participation. Brent Jenkins will make it a priority to increase new faculty participation.
17. There being no further business, Plemmons entertained a motion by Tulio Sulbaran with second by Scott Schultz to adjourn. Motion passed by voice vote and the meeting adjourned at 5:00 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 12 April 2011 Charleston, SC

1. Claire McCullough called the meeting to order at 12:10 pm
2. Tulio Sulbaran read the minutes of the Spring 2010 luncheon business meeting. Minutes were recommended for approval by John Brocato and second by Bob Chin. The meeting minutes was approved unanimously.
3. John Brocato talked about the ASEE-SE 2012 Conference to be held in Starkville,MS.
4. Brent Jenkins read the list of resolutions expressing appreciation to all who helped with conference preparations. Motion made by Tyson Hall second by Daniel Kohn to approve the resolutions. The resolutions were approved unanimously.
5. Brent Jenkins read a list of resolutions to Peter Hoadley's contribution to the ASEE-SE. Motion made by Beth Todd second by Cecelia Wigal to approve the resolutions. The resolutions were approved unanimously.
6. Keith Plemmons announced nominations for President Elect – Tyson Hall and Secretary-Treasurer – Tulio Sulbaran that were presented during the executive board at the April 10, 2011 Sunday executive board meeting. Claire McCullough opened the floor for additional nominations, no additional nominations were made. The slate of officers was approved unanimously.
7. Claire McCullough announced that the new section President was Brent Jenkins.
8. Brent Jenkins gave plaque to the past president Claire McCullough.
9. John Brocato made the motion to adjourn second by Bob Chin to adjourn the meeting at 12:25 p.m.

Respectfully submitted,

Tulio Sulbaran
Secretary

**American Society for Engineering Education
Southeastern Section**

A RESOLUTION

Whereas the American Society for Engineering Education, Southeastern Section has established as its Core Value the following: "...to promote the betterment of engineering education within the Section through collegiality and friendship, while fostering a spirit of mutual enjoyment for all...";

Whereas Peter W. Hoadley, Professor of Civil Engineering, Virginia Military Institute, joined the Southeastern Section many years ago and faithfully participated in Section activities until his untimely death in January 2011;

Whereas throughout these years Dr. Hoadley contributed significantly to the Section's efforts in striving to achieve its Core Values;

Whereas part of his efforts included serving in all officer positions in several Divisions, Section Secretary-Treasurer for many years, and in positions leading to a term as Section President;

Whereas he also worked diligently to help modify and revise the Section's Bylaws and Constitution where the Section has been able to operate in a stable and sustained manner;

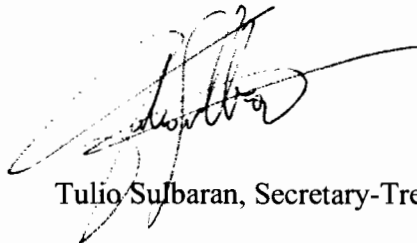
Whereas Peter's many accomplishments have been highly recognized through his selection as the third recipient of the Tony Tilmans Service Award in 2004 and the Section Outstanding Teaching Award in 2006;

THEREFORE BE IT RESOLVED:

THAT the Southeastern Section of the American Society for Engineering Education at its 2011th Annual Meeting held in Charleston, South Carolina does hereby wish to acknowledge with grateful appreciation all of **Peter W. Hoadley's** contributions and life's work that have significantly contributed to the Success and Stability of the Southeastern Section.

Motion Approved by the Section 12 April 2011:

Claire McCullough, President



Tulio Sulbaran, Secretary-Treasurer

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 2011 – 7:00pm - Microtel Inn & Suites - Atlanta, GA

Minutes

Attendance:

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

1. Brent Jenkins called the meeting to to order at 4:15 p.m. with distribution of an agenda. Brent Jenkins welcomed everyone and asked everybody to introduce themselves.
2. Tulio Sulbaran distributed minutes from the Spring Executive Board Meeting. After a short discussion, Claire McCullough made the motion, second by John Brocato to approve the minutes. The motion passed by voice vote.
3. Tulio Sulbaran provided an update of the budgets through 09/30/11. The three section accounts were briefly discussed: operating account, research account, and BASS account.
 - a. The balance in the BASS account (262) was \$17,398.80
 - 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 \$10,442.51. Claire McCullough made motion, second by Tyson Hall to accept the report. Motion passed by voice vote.
4. Tulio Sulbaran distributed copies of the 2010-11 budget consideration. Elements of budget consideration were discussed. Barbara Bernal presented the cost estimate for putting the ASEE-SE Proceedings on Flash Drives. After a short discussion, the board was concern about the additional cost and the reliability of the Flash Drives. Claire McCullough made the motion to modify the allocation for Dean's Mailing List to \$250, second by Thomas Dion. Claire McCullough made the motion to include the amount of \$100 in the 2011-12 to pay Barbara Bernal for Dean's mailing postage 2009-10 of \$50 plus 2010-11 of \$50, second by Scott Schultz. The motion passed by voice vote. Tyson Hall made the motion, second by Scott Schultz to accept budget "Option A – CD" as amended. After a short discussion, the motion passed by voice vote.
 5. Cecelia Wigal provided a brief overview of the awards and indicated that the deadline would be January 27th, 2012. Thomas Dion made the motion to ask the Award Committee to prepare and submit to the board for approval a revised award procedure and/or requirement, Claire McCullough second. After a short discussion, the motion passed by voice vote.
 6. Sally J. Pardue made the motion to take a break for Dinner and continue the meeting at 8:00pm , second by Cecelia Wigal. The motion passed by voice vote.
 7. Thomas Dion provided a brief overview of the Campus Representatives. Thomas Dion indicated that he will be retiring in Spring 2012.
 8. Tom Fallon provided a brief overview of the new faculty research award.
 9. Tom Fallon indicated that a call for abstracts will be sent out to Student Poster Competition. The call will be the same as the one used by Citadel.
 10. Thomas Dion made a motion to include in the officer's manual the amended research division information, second by Claire McCullough. The motion passed by voice vote.
 11. Sally J. Pardue presented the number of ASEE-SE conferences in the following states: Al 2, FL 2, GA 3, KY 1, MS 1, SC 3, NC 0, TN 3, & VA 2. Therefore, Sally Pardue will target NC, KY, & FL and try to secure letter of commitment to be reported during the ASEE-SE Spring 2012 Board Meeting.
 12. Barbara Bernal will be sending the ASEE-SE proceedings to the Deans in the 65 Institutions members of the ASEE-SE.
 13. Thomas Dion made a motion to assign to the Past-President the duty to collect ASEE-SE Conference information such as: number of participants, number of papers, numbers of students, fees charge, and number of participants in each event/meal, second by Claire McCullough. The motion passed by voice vote.

14. John Brocato presented the conference budget. Claire McCullough made the motion, second by Barbara Bernal to accept the proposed draft budget.
15. Tyson Hall made the motion, second by Scott Schultz to have the following fee structure: Early Registration \$235, Late Registration Fee \$285 and Undergraduate Student Presenting Poster \$100 (which includes all activities and meals). The motion passed by voice vote.
16. Doug Tougaw provided a brief overview of his duties. Tougaw described the meeting in Vancouver. Tougaw indicated that the ASEE membership numbers are slightly decreasing. The ASEE budget is 16 million (membership is only one million dollar of the budget). Tougaw indicated that other sections are considering giving a plaque to the host institution.
17. Ken Brannan provided a brief overview of the Newsletter which is only prepared during Summer (beginning of the Fall) and sent only electronically.
18. Brent Jenkins presented a summary of responses to ASEE SE Deans' Survey – October 2011
19. Barbara Bernal showed the committee assignments as follows:
 - Nominating: Claire McCullough (chair), Keith Plemmons, Barbara Bernal.
 - Programs: Scott Schultz (chair), Tyson Hall, Hodge Jenkins, John Brocato and Amy Barton
 - Resolutions: Tyson Hall (chair), Tulio Sulbaran, Claire McCullough
 - Awards: Cecelia Wigal (chair), Hodge Jenkins, Richard Mines, John Brocato, Michael Woo, David Domermuth and Thomas Dion
 - Publications and Promotion: Sally Pardue (Chair), Salame Amr, John Brocato, Barbara Bernal, Ken Brannan, and Thomas Dion
20. Barbara Bernal indicated that each chair of the divisions was expected to provide a description of his/her division through the ASEE-SE Proceedings webpage. Claire McCullough made the motion, second by Cecelia Wigal, that Barbara Bernal needs to contact by e-mail the chairs of the divisions requesting them to prepare a draft of the description of their divisions using as a starting point the information in the ASEE web page at <http://www.asee.org/member-resources/groups/divisions>. The drafts will then be discussed during the ASEE-SE conference. The motion passed by voice vote.
21. There being no further business, Brent Jenkins entertained a motion by Sulbaran with second by McCullough to adjourn. Motion passed by voice vote and the meeting adjourned at 9:40 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

03 November 2011 – 3:00pm – Microtel Inn & Suites – Atlanta, Ga

Minutes

Attendance:

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

1. Brent Jenkins opened the meeting at 3:08 p.m. with those attending introducing themselves.
2. Tulio Sulbaran passed the meeting minutes from the Fall 2010 Conference Planning Meeting. Motion was made by Tyson Hall second by Scott Schultz to approve the meeting minutes. The meeting minutes was approved unanimously.
3. John Brocato from The Mississippi State University presented the 2012 conference information (April 1st- 3rd). Three hotels are offering group rate of \$109/night and blocked 75 rooms (On Hotels is 20 minute walk – and the other two approximately 2 miles) from MSU. MSU is going to be running a shuttle to all the hotels every 30 minutes at rush time and every 60 minutes at other times. Executive Board Meeting on Sunday will be at the MaCain Hall 3:30pm-5:30pm. On Sunday workshops will be

held at the Colvard Union- MSU. Welcome will be given by Dr. Jerry Gilbert (MSU Provost). The MSU will host the Reception at the Raspet Flight Lab on Sunday night 6:00pm-8:300pm. Award Banquet will be at the Hunter Henry Center. Registrations take placed at Colvard Union. The full early registration will be discussed later and undergraduate students in poster competition will pay and amount to be discussed later.

4. Steven Click presented an overview of the 2013 Conference. The conference will be held March 10-12, 2013 at the Tennessee Tech University. The dates are earlier than normal due to the fact that TN Tech could only host the conference during the Spring Break. The sessions will be located at the College of Engineering Quad. The sessions will be held in the classroom therefore they have full A/V Capabilities. The Cookeville is about 1hour from the Nashville Airport (BNA). The reception and award banquet locations are not defined yet. The hotels are approximately 10-15 minutes from campus.
5. There being no further business. Dion made a motion, second by Sulbaran to adjourn the meeting. Motion passed by voice vote. The meeting adjourned at 4:00 p.m.

Respectfully submitted,

Tulio Sulbaran
Treasure-Secretary

