

American Society for Engineering Education



Tulio Sulbaran, Treasurer-Secretary
Southeastern Section

Instruction ♦ Administration ♦ Research

Spring Executive Board Meeting Sunday 01 April 2012 – 3:30pm Dunn Conference Rm – McCain Hall – Mississippi State University

Minutes

Attendance:

Brent Jenkins, President, Southern Polytechnic State University
Ken Brannan, Newsletter Editor & Web Coordinator, The Citadel
Hodge Jenkins, Secretary Program, Mercer University
Paul Palazolo, Chair Civil Engineering Division, University of Memphis
Joe Rencis, , Tennessee Tech University
Joseph Coe, , The Citadel
Steven Click, Host 2013 ASEE-SE Conference, Tennessee Tech
Tom Fallon, Vice Chair Research, Southern Polytechnic State University
Daniel Kohn, K-12 Div Chair, University of Memphis
Cecelia Wigal, Vice Chair Award & Recognition, University of Tennessee at Chattanooga
Claire McCullough, Past President, University of Tennessee at Chattanooga
John Brocato, Host 2012 ASEE-SE Conference, Mississippi State University
Scott Schultz, Vice Chair Technical Program Chair, Mercer University
Thomas Dion, Campus Reps. Coordinator, The Citadel
Barbara Bernal, Proceeding Editor, Southern Polytechnic State University
Tyson Hall, President Elect, Unit, Southern Adventist University
Doug Tougaw, Zone II Chair, Valparaiso University
Cindy Waters, NC A&T State University
John Abbitt, Chair Mechanical Engineering Division, University of Florida
Atin Sinha, Vice Chair Administrative Division, Albany State University
Tulio Sulbaran, Secretary Treasurer, University of Southern Mississippi

1. The meeting was called to order at 3:30 p.m. with distribution of an agenda. Brent Jenkins (President) welcomed everyone.
2. Tulio Sulbaran distributed minutes from the Fall Executive Board Meeting. After a short discussion, Tyson Hall the motion to approve the meeting minutes as corrected, second by Scott approve the minutes with the minor modifications. The motion passed by voice vote.

3. Tulio Sulbaran provided an update of the budgets through 09/31/11. The three section accounts were briefly discussed: operating account, research account, and BASS account.
 - a. The balance in the BASS (262) account was \$17,398.80.
 - b. The balance in the operating account was \$0.00. 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 \$10,442.51.

Claire McCullough made motion, second by Cecelia Wigal to accept the report. Motion passed by voice vote.
4. Tyson Hall presented the statistics of the Technical Papers. There are 81 full papers and 13 presentations only.
5. John Brocato 170 total registrants, 109 early, 30 late, 31 SPC students, 44 Schools/Organizations represented. \$6,850 in sponsorships
6. 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 180 CDs burned for the conference and another 90 CDs will be burned for the Dean mail out that will take place early Fall 2012. The Proceedings site will be redone to prevent hacking by adding confirmation by e-mail of password. Next year will be use DVD since there is no more room in the CD for more years of Proceedings. There should not be a price increase for DVD instead of CD since the price of DVD has gone down.
7. Claire McCullough reported that the nomination committee is recommending: Priscilla Hill for President Elect. It was also noted that the Treasure can only server two three year term and Tulio Sulbaran has already served two terms. So, Tulio Sulbaran has been nominated for one more year as Treasure and another person need to be selected to begin shadowing Tulio immediately to ensure a smooth transition.
8. Cecelia Wigal reported on the selection of Outstanding New Teacher – Amir Behzadan, Outstanding Mid-Career Teaching – Philip T. McCreanor, Outstanding Teaching Award – Tanya Kunberger, New Faculty Research Award (1st Place) – Prabier Barooah, New Faculty Research Award (2nd Place) – Jason P. Hayward, Thomas C. Evans Outstanding Instructional Paper – Mary Katherine Watson, Caroline Noyes, Michael Rodgers.

Steven Click, Host 2013 ASEE-SE Conference, Tennessee Tech

9. Steven Click talked about the 2013 conference at Tennessee Tech that will be hosted March 10th -12, 2013. Rooms are blocked in the following hotels (Clustered together): Baymont Inn (\$60 plus tax); Clarion (\$58 plus tax); Holiday Inn Express (\$85 plus tax) and Best Western Thunderbird (\$53 plus Tax). These hotels are about 15 minutes drive from campus. The reception will be take place in the Tennessee Tech satellite campus (Center for Craft). Since the event will be during Spring break, parking will not be a problem.
10. Hodge Jenkins talked about the 2014 conference at Mercer that will be hosted first week of April 2014.

11. Brent Jenkins indicated that an invitation has been sent to host the 2015 ASEE-SE Conference. The name of the University will be disclosed after receiving response from the institution. Thomas Dion indicated that we need to look into host institutions 5 years in advanced.
12. Thomas Dion indicated that there were 12 annual reports. Larry Richards - University of Virginia will be receiving the outstanding campus representative award.
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. This has been more peaceful year at the ASEE headquarter. Doug has been working on developing an ASEE Code of Ethic and a first draft is already on the ASEE web site. ASEE National offers the sections to host the web site. Year 2 Dialog has been focusing on what can ASEE do better? to attract new members particularly from big research universities.
15. Brent Jenkins indicated that some changes needed to be made to the ASEE-SE Officer Manual, particularly for the past president and the research division. Tulio made the motion for Joseph Coe to be the keeper of the ASEE-SE Officer Manual. Joseph Coe will be responsible for updating and maintaining it. Joseph Coe seconded the motion. Motion passed by voice vote.
16. The board discussed about the need to identify a new Campus Representative Coordinator. The new Campus Representative Coordinator will be determined by the ASEE-SE Fall 2012 Board Meeting.
17. Thomas Dion made the motion for the new nominated committee to identify the Campus Representative Coordinator and the Treasurer. Seconded by Cecelia Wigal. Motion passed by voice vote.
18. There being no further business, Brent Jenkins entertained a motion by Barbara Bernal with second by Tulio Sulbaran to adjourn. Motion passed by voice vote and the meeting adjourned at 6:00 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 03 April 2012 Starkville, MS

1. Brent Jenkins called the meeting to order at 12:30 pm
2. Tulio Sulbaran read the minutes of the Spring 2011 luncheon business meeting. Minutes were recommended for approval by Thomas Dion and second by Claire McCullough. The meeting minutes was approved unanimously.
3. Steven Click talked about the ASEE-SE 2013 Conference to be held in Cookeville, TN.
4. Tyson Hall read the list of resolutions expressing appreciation to all who helped with conference preparations. Motion made by Cynthia Water second by Ken Branna to approve the resolutions. The resolutions were approved unanimously.
5. Tyson Hall read a list of resolutions to Thomas Dion's contribution to the ASEE-SE. The resolutions were approved unanimously.
6. Claire McCullough announced nominations for President Elect – Priscilla Hill and Secretary-Treasurer – Tulio Sulbaran that were presented during the executive board at the April 1, 2012 Sunday executive board meeting. Brent Jenkins opened the floor for additional nominations, no additional nominations were made. The slate of officers was approved unanimously.
7. Brent Jenkins announced that the new section President was Tyson Hall.
8. Tyson Hall gave plaque to the past president Brent Jenkins.
9. Claire McCullough made the motion to adjourn second by Cynthia Water to adjourn the meeting at 12:55 p.m.

Respectfully submitted,

Tulio Sulbaran
Secretary

RESOLUTION for the ASEE Southeastern Section Annual Meeting
April 3, 2012
Mississippi State University
Starkville, Mississippi

Whereas the Southeastern Section of the American Society for Engineering Education has been the guest of Mississippi State University during its 2012 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 that have contributed to the success and fellowship of the meeting

THEREFORE LET IT BE RESOLVED:

FIRST, that we thank Mississippi State and its faculty and administration for the invitation to meet in Starkville and for the pleasant and worthwhile experiences which resulted, and

SECOND, that we express our sincere appreciation to the host, Dean Sarah Rajala and to each member of the Host Committee who worked so effectively under the capable leadership of the Host Site Coordinator, John Brocato; in particular, the Workshop Coordinator, Amy Barton, and

THIRD, that we thank Dean Sarah Rajala, the James Worth Bagley College of Engineering, the Raspet Flight Research Laboratory, and the student research teams for the reception, fellowship, and demonstrations provided on Sunday evening, and

FOURTH, that we express our appreciation to Nash Street for the delightful entertainment they provided at the Awards Banquet on Monday evening, and

FIFTH, that we thank the Executive Committee of the Section, the Division Chairs of the Section, paper reviewers, and Technical Program Chair Tyson Hall for their dedicated efforts in planning an excellent program, and

SIXTH, that we recognize the officers of the Research Division and the volunteer judges for their fine efforts at hosting the Student Poster Competition, and

SEVENTH, that we express our appreciation to H. G. Adams for an outstanding Keynote Address, and

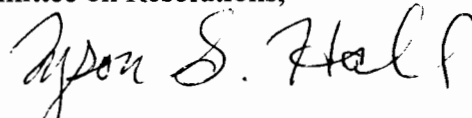
EIGHTH, that we recognize the continued outstanding efforts of the Proceedings Editor, Barbara Bernal, and the Newsletter Editor and Webmaster, Ken Brannan, and

NINTH, that we thank Lockheed, Weyerhauser, Armfield, Virginia Tech Department of Engineering Education, Chevron, Stark Aerospace, Bomgar, and Barnes & Noble for their sponsorship and support of the meeting and their table displays, and

TENTH, that we thank Harding Catering for the delicious food they provided throughout the conference.

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

Respectfully submitted by the ASEE SE Committee on Resolutions,

A handwritten signature in black ink, appearing to read "Tyson S. Hall". The signature is written in a cursive style with a large initial 'T' and 'H'.

Tyson Hall, Chair

**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 Thomas Dion, Professor of Civil Engineering, The Citadel, joined the Southeastern Section many years ago and faithfully participated in Section activities until his retirement in 2012;

Whereas throughout these years Dr. Dion 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, Campus Rep Coordinator 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 Dr. Dion's many accomplishments have been highly recognized through his selection as the fourth recipient of the Tony Tilmans Service Award in 2005;

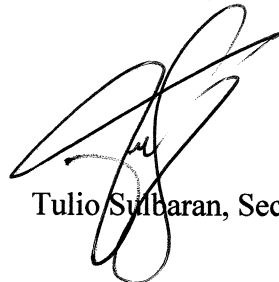
THEREFORE BE IT RESOLVED:

THAT the Southeastern Section of the American Society for Engineering Education at its 2012th Annual Meeting held in Starkville, Mississippi does hereby wish to acknowledge with grateful appreciation all of **Thomas Dion's** contributions and life's work that have significantly contributed to the Success and Stability of the Southeastern Section.

Motion Approved by the Section 3 April 2012:



Brent Jenkins, President



Tulio Sulbaran, Secretary-Treasurer

American Society for Engineering Education



Tulio Sulbaran, Treasurer-Secretary
Southeastern Section

Instruction ♦ Administration ♦ Research

Fall Technical Program Planning Meeting October 26, 2012 – 9:00am – Microtel Inn & Suites – Atlanta, Ga

Approved Minutes

Attendance:

Tanya Kunberger (Chair Civil & Env. Engineering) - Env. & Civil Eng - FL Gulf Coast Univ
Michael Woo, (Secretary Eng Graphics), Civil Engineering – The Citadel
Brent Jenkins (Past President), ECET- Southern Polytechnic
Beth Todd (Vice-Chair K-12 Div) – Mechanical Engineering - Univ. of Alabama
Marco Chu, ,
Ray Smith (Chair Software Eng) – Computer Science – University of Alabama
John Brocato (Chair Pub and Prom) - Dept of Engr – Mississippi State University
Steven Click (Guest) – Civil & Environmental Engineering - Tennessee Tech
Paul Palazolo (Awards) – Civil Engineering – Univ. of Memphis
Lulu Sun (Guest) – Freshmen Engineering – Embry – Riddle Aeronautical Univ
Tyson Hall (President) - School of Computing – Southern Adventist Univ.
Jerry Newman (Secretary Programs) – Eng. Tech – Univ. of Memphis
Hodge Jenkins (Vice Chair Pub & Prog. Unit) - Mech. Eng. - Mercer Univ.
Scott Schultz (Chair Program Unit), Industrial Engineering – Mercer University
Willard Munger (Char Prof. Unit) – School of Computing - Southern Adventist Univ
Richard Mines (Vice-Chair Awards) – Environmental Engineering – Mercer University
Monica Bubacz (Chair Mechanical) – Mechanical Engineering – Mercer University
Barbara Bernal (Proceedings Editor & Zone II Chair), SWE - Southern Polytechnic State University
Priscilla Hill (President Elect), Mississippi State University
Laura Moody (Chair IE Div) – Industrial Engineering – Mercer University
Atin Sinha (Chair Administration) – Natural Sciences Dept - Albany State University
Tulio Sulbaran (Secretary/Treasurer), School of Construction - University of Southern Mississippi
Tom Fallon (Chair Research Division) – ECET - Southern Polytechnic State University

1. Tyson Hall called the meeting to order at 9:00 a.m. with distribution of an agenda.
2. Tulio Sulbaran passed the meeting minutes from the Fall 2011 Technical Planning Meeting. Motion was made to approve the meeting minutes by Beth Todd with second by Richard Mines. The meeting minutes was approved unanimously.

3. Hodge Jenkins presented the information related to the conference abstracts and the technical program. 94 abstracts were submitted for consideration distributed as follows:

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

The deadline for full paper is November 19th, 2012. The result from the review will be due by December 21st, 2012 (will be extended to the 13th). The authors must submit the revised paper by January 18th, 2013. Deadline for presentation authors to register for conference Feb 8th, 2013.

4. Hodge Jenkins showed an overview of the conference schedule as follows:

Monday

10:20 – 12:00pm Technical Session I – 5 Rms x 4 Papers per Rm = 20 Papers

1:40 – 3:20pm Technical Session II – 5 Rms x 4 Papers per Rm = 20 Papers

3:40 – 5:20pm Technical Session III – 5 Rms x 4 Papers per Rm = 20 Papers

Tuesday

9:00 – 10:20am Technical Session IV – 5 Rms x 3 Papers per Rm = 15 Papers

10:40 – 11:40am Technical Session V – 4 Rms x 3 Papers per Rm = 12 Papers

Total Presentations: 87 Papers

5. Tyson Hall indicated that the ASEE-SE Board meeting will be 2:30 on Saturday at Tennessee Tech
6. Barbara Bernal provided an overview of the book of abstracts and encourage people to add more information.
7. Claire McCullough made the motion, second by <unknown> 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.
8. Tulio Sulbaran made a motion to adjourn with second by Priscilla Hill. Motion was approved by voice vote.
9. The meeting adjourned at 10:00 a.m.

American Society for Engineering Education



Tulio Sulbaran, Treasurer-Secretary
Southeastern Section

Instruction ♦ Administration ♦ Research

Fall Executive Board Meeting

Thursday October 25 2012 – 7:00pm - Microtel Inn & Suites - Atlanta, GA

Minutes

Attendance:

Tanya Kumberger (Chair Civil & Env. Engineering) - Env. & Civil Eng - FL Gulf Coast Univ
Brent Jenkins (Past President), ECET- Southern Polytechnic
Beth Todd (Vice-Chair K-12 Div) – Mechanical Engineering - Univ. of Alabama
John Brocato (Chair Pub and Prom) - Dept of Engr – Mississippi State University
Ray Smith (Chair Software Eng) – Computer Science – University of Alabama
Steven Click (Guest) – Civil & Environmental Engineering - Tennessee Tech
Jerry Newman (Secretary Programs) – Eng. Tech – Univ. of Memphis
Lulu Sun (Guest) – Freshmen Engineering – Embry – Riddle Aeronautical Univ
Hodge Jenkins (Vice Chair Pub & Prog. Unit) - Mech. Eng. - Mercer Univ.
Tyson Hall (President) - School of Computing – Southern Adventist Univ.
Scott Schultz (Chair Program Unit), Industrial Engineering – Mercer University
Willard Munqer (Char Prof. Unit) – School of Computing - Southern Adventist Univ
Ken Brannan (Web Master) – Civil & Environmental Engineering – The Citadel
Richard Mines (Vice-Chair Awards) – Environmental Engineering – Mercer University
Monica Buban (Chair Mechanical) – Mechanical Engineering – Mercer University
Barbara Bernal (Proceedings Editor & Zone II Chair), SWE - Southern Polytechnic State University
Priscilla Hill (President Elect), Mississippi State University
Laura Moody (Chair IE Div) – Industrial Engineering – Mercer University
Atin Sinha (Chair Administration) – Natural Sciences Dept - Albany State University
Tom Fallon (Chair Research Division) – ECET - Southern Polytechnic State University
Tulio Sulbaran (Secretary/Treasurer), School of Construction - University of Southern Mississippi

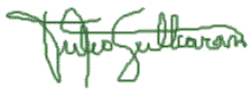
1. Tyson Hall called the meeting to to order at 7:15 p.m. with distribution of an agenda. Tyson Hall welcomed everyone and asked everybody to introduce themselves.
2. Tulio Sulbaran distributed minutes from the Spring Executive Board Meeting. After a short discussion, John Brocato made the motion, second by Scott Schultz 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 \$15,947.00
 - 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 \$10,671.66.

Scott Schultz made motion, second by Brent Jenkins to accept the report. Motion passed by voice vote.

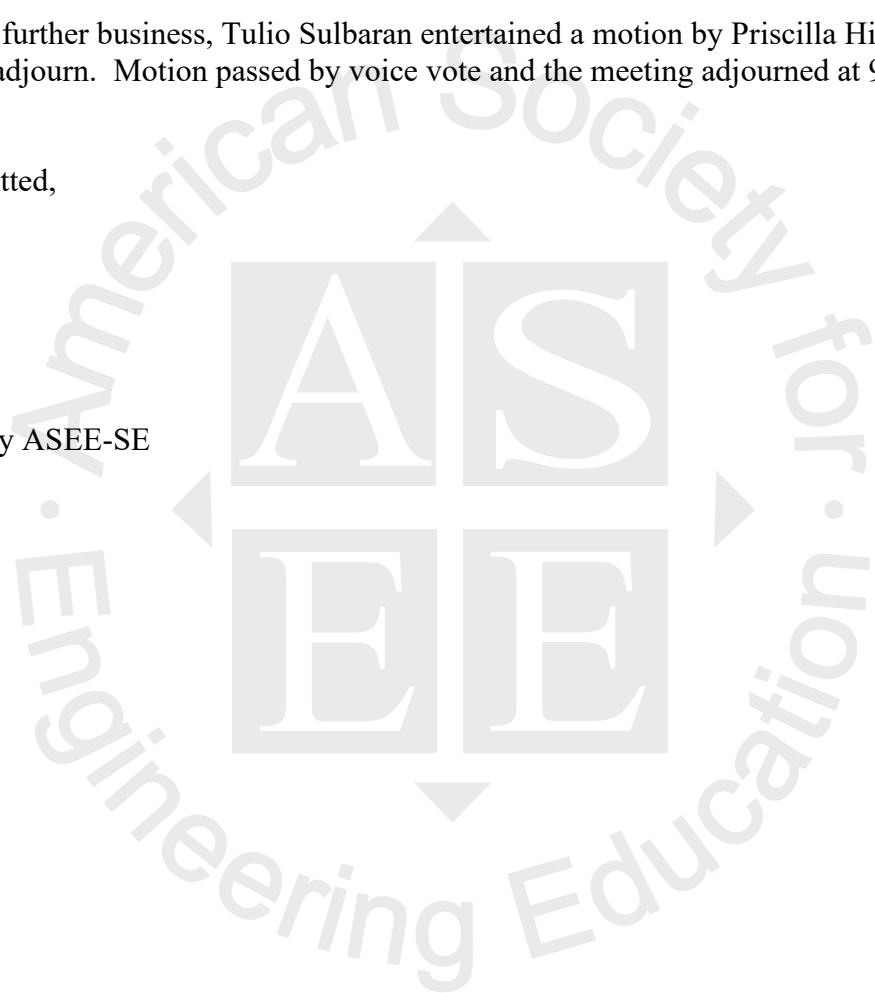
4. Tulio Sulbaran distributed copies of the 2012-13 budget consideration. All elements of budget consideration were discussed. Barbara Bernal presented the cost estimate for putting the ASEE-SE Proceedings on Flash Drives. After a short discussion, the board was concern about the additional cost and the reliability of the Flash Drives. John Brocato made the motion, second by Priscilla Hill to accept budget “Option A – CD” as amended. After a short discussion, the motion passed by voice vote.
5. Steven Click presented the conference budget. Claire McCullough made the motion, second by Barbara Bernal to accept the proposed draft budget.
6. Tulio Sulbaran 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 \$80 (which includes all activities, meals and all memento). The motion passed by voice vote.
7. Brent Jenkins made the motion, second by Priscilla Hill to have the following fee structure: Early Undergraduate Student Presenting Poster \$80 and Late Undergraduate Student Presenting Poster \$125 (Both include all activities, meals and all memento). The motion passed by voice vote.
8. Brent Jenkins present the Nominating Committee made the motion to appoint John Brocato as the Campus Representative. No second needed because in this coming from a committee. The motion passed by voice vote.
9. Richard Mines provided a brief overview of the awards and indicated that the deadline would be December 21st, 2012. Tom Fallon provided a brief overview of the new faculty research award.
10. 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.
11. Thomas Dion provided a brief overview of the Campus Representatives. Thomas Dion indicated that he will be retiring in Spring 2012.
12. 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.
13. John Brocato presented the number of ASEE-SE conferences (between 1990-2015) in the following states: Al 2, FL 3, GA 4, KY 1, MS 2, SC 4, NC 2, TN 5, PR 0 & VA 3. Therefore, John Brocato will target NC, KY, & FL and try to secure letter of commitment to be reported during the ASEE-SE Spring 2013 Board Meeting.
14. Barbara Bernal will be sending the ASEE-SE proceedings to the Deans in the 66 Institutions members of the ASEE-SE.

15. Barbara Bernal – Zone II described the activities of the ASEE and presented the ASEE web page. Zone II has three sections. Given that the ASEE-SE is so strong, the ASEE-SE get to chair the Zone II every other year.
16. John Brocato was just appointed campus representative. So, he did not have anything to report.
17. Ken Brannan provided a brief overview of the Newsletter which is only prepared during Summer (beginning of the Fall) and sent only electronically. The ASEE-SE server is now at national headquarters.
18. Tyson Hall showed the committee assignments for the following committees Nominating; Programs; Resolutions; Awards; Publications and Promotion.
19. There being no further business, Tulio Sulbaran entertained a motion by Priscilla Hill with second by Tom Fallon 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

25 October 2012 – 3:00pm – Microtel Inn & Suites – Atlanta, Ga

Approved Minutes

Attendance:

Tanya Kunberger (Chair Civil & Env. Engineering) - Env. & Civil Eng - FL Gulf Coast Univ
Brent Jenkins (Past President), ECET- Southern Polytechnic
Beth Todd (Vice-Chair K-12 Div) – Mechanical Engineering - Univ. of Alabama
John Brocato (Chair Pub and Prom) - Dept of Engr – Mississippi State University
Ray Smith (Chair Software Eng) – Computer Science – University of Alabama
Steven Click (Guest) – Civil & Environmental Engineering - Tennessee Tech
Jerry Newman (Secretary Programs) – Eng. Tech – Univ. of Memphis
Lulu Sun (Guest) – Freshmen Engineering – Embry – Riddle Aeronautical Univ
Hodge Jenkins (Vice Chair Pub & Prog. Unit) - Mech. Eng. - Mercer Univ.
Tyson Hall (President) - School of Computing – Southern Adventist Univ.
Scott Schultz (Chair Program Unit), Industrial Engineering – Mercer University
Willard Munger (Chair Prof. Unit) – School of Computing - Southern Adventist Univ
Ken Brannan (Web Master) – Civil & Environmental Engineering – The Citadel
Richard Mines (Vice-Chair Awards) – Environmental Engineering – Mercer University
Monica Bubacz (Chair Mechanical) – Mechanical Engineering – Mercer University
Barbara Bernal (Proceedings Editor & Zone II Chair), SWE - Southern Polytechnic State University
Priscilla Hill (President Elect), Mississippi State University
Laura Moody (Chair IE Div) – Industrial Engineering – Mercer University
Tulio Sulbaran (Secretary/Treasurer), School of Construction - University of Southern Mississippi

1. Tyson Hall opened the meeting at 3:05 p.m. with those attending introducing themselves.
2. Tulio Sulbaran passed the meeting minutes from the Fall 2011 Conference Planning Meeting. Motion was made by Tanya Kunberger second by Scott Schultz to approve the meeting minutes. The meeting minutes was approved unanimously.
3. Steven Click from Tennessee Tech University presented the 2013 conference information (March 10th -12th). Three hotels are offering group rate between \$53 -\$85/night. The workshops and sessions will be hosted at the Prescott Hall Classroom. STEM which is about 5 minutes away from the Prescott Hall Classroom. The reception will be at the Appalachian Center for Crafts. The banquet will be located in the 'Del Monaco Winery' which is approximately 15 minutes away from the campus. The speakers have not been secured yet.

4. Tyson made the motion, second by Monica Bubacz to allow Tennessee Tech to provide the ability to the attendees to check an 'Electronic Only Option' to receive the book of abstract - Monica. The motion was approved unanimously.
5. Hodge Jenkins presented an overview of the 2014 Conference. The conference will be held March 30-April 1st, 2014 at Mercer University (Macon, GA) - Science and Engineering Building. Parking will be free but limited. Hilton Garden Inn on Campus 5-10 minutes walking distance. The \$109/night + tax and 50 rooms have been blocked. Holiday Inn \$80/night it is a little bit further away (Approximately 3 miles away). The reception will be probably at the Planetarium. The award dinner will be on campus in the University Center. The meals will be done at the religion center.
6. There being no further business. Steven Click made a motion, second by Laura Moody to adjourn the meeting. Motion passed by voice vote. The meeting adjourned at 4:55 p.m.

