

American Society for Engineering Education
MEMORANDUM

Date: May 25, 2006

To: ASEE IL/IN Executive Board

From: Mark C. Johnson
Secretary, ASEE IL/IN Section
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Re: March 31, 2006 IL/IN Executive Board and Section Meeting Minutes

On March 31, 2006 from approximately 7:00pm-8:30pm, the IL/IN executive board met at Indiana University - Purdue University, Fort Wayne (IPFW) during the joint section conference with the North Central section.

In attendance at the IL/IN board meeting were:

Radha Bala, Northern Illinois University - Dekalb, IL
David Devine, Indiana University/Purdue University -Fort Wayne, IN
Pat Fox, Indiana University/Purdue University - Indianapolis, IN
Peter Hylton, Indiana University/Purdue University - Indianapolis, IN, 2007 Section
Conference Chair
Robert Hofinger, Purdue University - New Albany, IN, Section Chair
Mark C. Johnson, Purdue University – West Lafayette, IN, Secretary/Webmaster
Carmine Polito, Valparaiso University - Valparaiso, IN, Treasurer
Gary Steffen, Indiana University/Purdue University - Fort Wayne, IN, 2006 Section
Conference Chair
Douglas Tougaw, Valparaiso University - Valparaiso, IN, a past IL/IN section chair
John Uhran, University of Notre Dame - Notre Dame, IN, Zone II Chair Elect
Sandra Yost, University of Detroit Mercy - Detroit, MI, outgoing Zone II Chair

Summary of action items from Executive Board Meeting:

Mark J. - follow up again with Sandy Y. to get response from national regarding permission to use a web search service such as Google to provide section web site search capability. Requires approval of terms and conditions for use of search service.

Mark J. - migrate current conference information into conference archive online and prepare conference highlights page

small update needed to bylaws (add line - must be approved by board of directors). Doug T. recommended that we get past chair Heidi-Diefes Dux to do this

Mark J. - get html page from Gary S. with links to each paper. Also asking for photographs to put on conference highlights.

Gary S. - there will be some money, amount TBD, coming back to section, several thousand to each section

Gary S. - send short report on section conference to pass back to campus reps.

Gary - get NC's newsletter as a sample for preparing one for IL/IN

Bob H - invite campus reps to October meeting via conf call

Pat F. - were to meet again in a week or two after conference to plan for 2007

Detailed notes from Executive Board Meeting:

The following notes have been re-grouped somewhat to match the topics in the agenda. Original, unedited notes are available from Mark Johnson. Items requiring action have been underlined. Some comments pertaining to selection of award recipients are deliberately omitted. Speakers are identified in most cases by first name and last initial. A summary of action items is included at the end.

Zone report from Sandy because has to leave early

Sandy Y.: re NAE report "rising above the gathering storm" - ASEE to be more politically active, PACE act supporting more teachers sci/tech K-12

Some great news - word from conf folks – “smooth paper” system will become something sections can use, not aware of a section that has used yet.

Encourage section leaders to attend brainstorming session at ASEE national conference regarding year of dialog

encourage sections to involve new people

next year will be electing new zone chair elect, John Uhran moving into zone chair (was zone chair elect)

selection of zone candidates rotate between sections - each time both candidates come from same section, but a different one each time - responsibility of outgoing zone chair

John U. - anything exciting happening in other sections? Biggest thing has been IL/IN - North Central joint conference

reminder that there will be a national best teacher, current year section best teacher will be considered at national in the following year

Secretary/Webmaster report

no action on implementing web search on site, Google free but requires consent to terms of agreement - didn't get feedback from national – Mark J. will follow up again with Sandy Y. to get response from national.

renewed web-hosting with ReadyHosting, still \$99/yr

Mark J. - will migrate current conference info into conf archive online

Bob H. - bylaws and constitution on national website haven't been updated to match the ones we adopted in April? Pat F. - did they go through national?

small update needed to bylaws (add line - must be approved by board of directors) - need before June meeting. Some discussion - does section have to prove? Consensus - now because we would be in violation of national. Doug T. - Heidi Diefes-Dux has most recent version she can update and get to national

Mark J. - get html page from Gary S. with links to each paper

Treasurer's report – Carmine P.

don't have exact latest numbers (requested) BASS around 9800, operating 550 (within \$20)

the check for \$2000 for Engineers Without Borders, went through

2006 conference status – Gary S.

actual paid attendees around 140 + about 100 students, have 17 student posters

there will be some money, amount TBD, coming back to section, several thousand to each section – Gary S. to follow up

AEP early today (Friday, March 31) gave all the food, International also gave \$

90 total presentations, 3 were abstract only discussion, one track with 5 student papers. about 82 full papers.

David Devine - still soliciting some judges for this weekend

Section Campus Representative Report – Give by Radha B. on behalf of Abul Azad

Abul A. will be here Saturday - big thing, is there something we can do about campus reps & activity reports. Pat Fox – there is something in the works to reduce the size of the report.

John U. - think it would make sense to ask the person to give one page report, what went on in ASEE on campus. Pat is a campus rep, often section conference concurrent with children's spring breaks. Bob H. - host institution has often chosen spring break because it reduces conflicts with events.

Bob H. - Gary - could send short report on section conference to pass back to campus reps. Gary - consider separate meeting for campus reps, extra reason to come.

Bob H - just contacting campus representatives, one would find out they are not there or retired. We are supposed to go through deans for this. Dwight is in charge of campus reps.

Awards

Radha B. - section gives out - outstanding teacher, service, and paper. (mention of recipients under consideration deliberately omitted here) Gary identified 5 papers in advance for consideration. Radha has frames for the awards. Carmine has gift certificates.

Bob H - gave hardcopies of best paper candidates to judges.

Radha B. - need help from board members - ok to mention candidates for best teacher? Gary S. - thinks this might help keep the candidates around for the award ceremony. Bob, Gary - notify candidate at the session where they gave their paper (+ those who presented today). Radha B. - feel that even being nominated is an honor.

Old business

Bob Bloompott had been newsletter editor but one hasn't been produced in a very long time.

Doug T. - pdf it & send to everyone, perhaps email newsletter in fancy format.

Gary S. - NC does it as email. Gary – to get NC's newsletter as a sample.

Radha B. - propose that this be responsibility of campus rep.

Bob H. - will check with Bloompott about interest.

Radha B. – add newsletter chair to bylaws? - would require section approval.

Bob H. - something to keep activity and visibility going.

Gary S. - could give newsletter responsibility to the conference chair. Gary volunteering to write just one with results of this conference.

Doug T. - October letter could be section rep, April could be conference chair.

Pat F. - regarding next year at IUPUI - met with Pete - don't have conf chair yet (Peter Hylton later identified). Picked Mar 30-31 2007 as tentative date. Hope to do something motor sports related. Pete Hylton is in MET

Sandy sent out letter - asking for theme oriented around recruiting new engineers. (Pat - year of dialog is about "engineering education research"). Hawaii national conf will be about "gathering storm"

Pat F. - will meet again in next week or two planning for 2007. Gary S. - offered to come provide input from this conference experience.

More re web site -

Bob H - perhaps get interest groups going on web site - Doug - could use some of the social networking techniques

Other business

Bob H - Passed around current contact info sheet for corrections.

Bob H - invite campus reps to October meeting via conf call

John U. - suggest section campus rep. actually call people

Bob H - like conf call idea given travel expenses. Some mentioned video conference also.

Gary - no real joint meeting with NC to follow, just a few of ILIN/NC conf organizers to confer tomorrow's events

Additional discussion after close of meeting:

Pat- any consideration of another joint conference ? Bob & others - no, in part because we already have the next few locations set.

Radha B. - comment that Illinois UIUC invisible, Gary S. - time to beat bushes before do it there in 2010.

Section Meeting during Saturday Lunch:

Since IL/IN officers now have 2 year terms starting on odd-numbered years, there was no business to be conducted requiring membership approval, but current officers were introduced.