

MINUTES

ASEE Mechanical Engineering Division Executive Committee Business Meeting

at

2018 Annual Conference and Exhibition

Tuesday, June 26, 2018

5:00-6:00 PM

Salt Lake City, UT

Call to Order

The meeting was called to order by Division Chair Mike Benson at 5:00 pm.

Attendance Sheet

All were asked to sign in. See attached list of attendees included with this report.

Introduction

Everyone was asked to introduce themselves. Thirty-four members were in attendance.

Approval of Minutes

Minutes for the 2017 Executive Committee Business Meeting were reviewed and approved as amended with no discussion.

Program Chair Report – David Mikesell

The division received 105 abstracts for the annual conference proceedings. All abstracts were reviewed with at least 2 reviewers, and most were reviewed by 3. A number of abstracts were rejected for being of insufficient quality. This resulted in 51 papers for the conference placed in ten technical sessions.

One new endeavor was the institution of a “Postcard Session” for work-in-progress papers. Of the twelve WIP papers approved for publication, the best eight were selected for this special format session allowing the authors to pitch their work with a two-slide overview in five minutes or less.

The Ralph Coats Roe Award Luncheon was cancelled this year due to (historical) low attendance. In the absence of a sponsor presentation at the ME Convivium, it was decided to move the award presentation to the Convivium, where an audience of 64 was on hand to applaud the recipient and hear his presentation.

The ME Division Best Paper award was for paper #21730, Competency Based Assessment in Dynamics, by Kurt DeGoede. The best four papers, based on reviewer input and ratings, were presented to the ME Division executive committee for best paper voting. The other three papers nominated received certificates for honorable mention.

No workshops were sponsored by the division this year. There were, in fact, no proposals for workshops received by the Program Chair.

The full program report is attached.

Awards Committee Report – Anna Howard

The awards committee had 9 nominees for Young Educator Award and Tahira Reed was selected as the recipient (\$500).

The awards committee had 6 nominees for the Roe Award and Autar Kaw was selected as the recipient (\$10,000 plus travel expenses – from endowment fund).

The Awards Selection Committee has one vacancy.

Convivium Report – Matt Gordon

This year's Convivium was held at the Caffé Molise. 65 people attended the event with 4 paying at the door (nobody was turned away, though some no doubt did not attend when told that the event was sold out online or at the ASEE registration area). It was a wonderful event and a great social occasion. This year we did not have a sponsor. Executive Committee reaching out to Matlab and AutoDesk for potential sponsorships.

Division Report – Mike Benson

The current Division membership is at 821 members, down from 1,000. Discussion ensued around the following questions:

1. Is that an acceptable level? Most in attendance felt that it was acceptable, but that we should do more to increase membership.
2. What can we do to increase membership? One suggestion was to make a membership announcement at the beginning of each technical session.
3. How do other metrics measure up? David reported that the number of abstracts and papers has been level over the past three years.

Officer Elections

Review of positions and responsibilities was conducted including secretary/treasurer, member at large, nominating committee and awards committee member. The following were elected:

Secretary/Treasurer: Rungun Nathan was elected.

Member at Large: Nate Washuta

Awards Committee: Bijan Sepahpour

Nominating Committee: Colin Reagle

Address from PIC Chair: Agnieszka Miguel (incoming)

PIC Chairs addressed three general topics: Code of Conduct, Finances and Conference update. 2018-2019 PIC Goals were also presented. The full presentation is attached.

Reviewed Code of Conduct, discussion on what to do if someone violates code, e.g., plagiarism. Likely standing up an Ethics Task Force to make recommendation on the Best Way Forward.

Reviewed PIC I Bass Account totals, offered suggestions on how to spend down BASS accounts including free or subsidized meals at business meeting/conference, speaker feeds for invited speakers, free registration for students and travel grants for students. ASEE has 25%-30% of operating expenses in reserve (~\$350K)

Conference Update

- ~ 3,800 attendees (~200 down)
- Lose about 400 member a year
- Created membership task force to better understand why members are leaving, ID new sources of membership

PIC 2018-2019 Goals

- PIC, Diversity and Division Best Paper Awards
- Define Mechanisms for Determining Division Awards
- Diversity Statement in All Bylaws
- Coordination Between Divisions
- Creation of BASS Spending Plans

Treasurer's Report – Tom DeNucci

Membership slightly down (same for ASEE in general). As of 31 May 2018, Mechanical Engineering Division Bass Account is \$29,012.17. This does not reflect the following expenses pertaining to the annual meeting: Mixer Give-Aways (\$343.04), New Educator Award (\$500.00), Best Poster Award (\$200.00), Convivium (6,060.00) and Best Paper Award (\$500.00). The BASS account is paid by member dues (\$2/member/year) or by sponsorship.

Quarterly BASS Administration Fee is approximately \$250.00.

Division Website – Diane Peters

No report.

The following is the slate of officers for 2018-2019:

Division Chair – David Mikesell

Program Chair – Matthew Gordon

Program Chair-Elect – Tom DeNucci

Secretary / Treasurer – Rungun Nathan

Awards Chair – Anna Howard

Webmaster / Newsletter Editor – Diane Peters

Members at Large – Chuck Baukal (2016-19), Rungun Nathan (2017-20), Pavan Karra (2018-2021)

Nominating Committee – Chair: Mike Benson, Members: Vahid Motevalli (2017-20), Colin Reagle (2018-2021)

New Business

ASME Standards

- Discussion on importance of ASEE standards, especially with manager and young engineers
- Connection to ABET, specific content in target courses, e.g., Thermodynamics
- The cost of standards documentation would be free, if members feel that this is a worthwhile project and effort
- Received support of general membership

Journal of Engineering Education

- Lively discussion on whether the Division should investigate the development of journal associated with the ASEE Annual Conference.
- A lot of unknown information, e.g., impacts, cost, editor, how it would be hosted, etc.
- General discussion on whether this is something the division would be interested in
- Michael Golub volunteered to head working group, with Rungun Nathan, Arthur Kaw, Chuck Baukal, Emily Bode and Brian Novoselich volunteering to help investigate the pros & cons

Final Remarks

Michael Benson again commented on how much he enjoyed working with everyone and how much he appreciated everyone's efforts. He passes the ME Chair torch to David Mikesell.

Adjournment

The meeting was adjourned at 6:10pm.

Next Meeting

The next division meeting will be held during the ASEE Annual Conference in Tampa, FL, June 15-19, 2019.

Respectfully submitted,

Thomas DeNucci, D.Eng.

Secretary/Treasurer, ME Division

Associate Prof. and Chair, Department of Naval Architecture & Marine Engineering

U.S. Coast Guard Academy