

North Central Section - American Society for Engineering Education
Executive Board Meeting

Minutes

Central Michigan University
Bovee University Center
Mt. Pleasant, MI

Friday, March 18, 2016
6:30 p.m. – 8:00 p.m.

Present: Ahmed Abdelgawad, Ahmed Abel-Mohti, Betsy Aller, Roland Arter, Nicholas Baine, Greg Bucks, Dan Budny, Brian DeJung, Greg Harstine, Jeff Kastner, Andy Kline, Andy Milks, Ishraq Shabib, Gary Steffen, Karinna Vernaza, Kumar Yelamarthi.

- The meeting was called to order at 6:20 p.m. After opening introductions the chair, D. Budny, asked for additions to and an approval of the agenda. No changes were suggested.
Approval was unanimous
- The minutes from the last Executive Board meeting, September 11, 2015 were reviewed. A minor correction was made.
Motion to accept meeting minutes with corrections: A. Milks
Seconded by: K. Vernaza
Vote to accept motion: Unanimous
- K. Yelamarthi reported on the Spring 2016 Conference. At the time of this meeting:

Attendance

50 members
11 non-members
11 graduate students
130 undergrad students

Papers

34 faculty, full papers
18 faculty, extended abstracts
40 students, full papers
52, students, posters

- Estimated return: ≈ \$2,000.
- Plaques: Make payments to K. Yelamarthi.
- All seed funds will be returned to the North Central Section.
- Suggestion: To be included in the conference proceedings an author must register for the conference (at least one of a group). The same is true of students for at least one student of a group of authors. The next conference committee will begin a “watch list” of individuals that try to avoid this process.
- D. Bundy suggested that this become a conference rule. Everyone present agreed.

Workshops - discussions:

- Workshops have poor attendance. If this because they are held on Fridays? Should they be held on Saturdays?
- Should attendees pay extra for workshops?
- Should workshops be “seeded” with students?
- Should conferences have more activities on Fridays?

Report unanimously accepted

- K. Yelamarthi gave the webmaster's report. Advertising has been updated.
Report unanimously accepted.
- The treasurer's report was given by A. Milks, the Treasurer.

9/10/15	Operating account balance:	\$ 0.00
12/31/15	Allocation:	\$ 550.00
3/18/16	Operating account balance:	\$ 550.00
9/10/15	BASS account balance:	\$ 9,116.33
	Total BASS account disbursements:	\$ 974.00
	Total BASS account revenue:	\$ 1,597.64
3/18/16	BASS account Balance:	\$11,006.15*

* National ASEE report \approx \$3,000 less. Don't know why.

Discussion and comments:

- Account balances finally updated.
- W-9 forms only required for prizes > \$600. (New rule?)
- Future consideration: Pay prizes out of conference proceeding (funds).

Motion to accept the Treasurer's Report: B. Aller

Seconded: K. Vernaza

Vote to accept motion: Unanimous.

- Best paper awards report was given by A. Abel-Mohti. Five faculty and 4 students are being considered. Posters will be reviewed by B. Aller, D. Budny and N. Braine.
Report unanimously accepted.
- Best teacher award report was given by K. Vernaza. The 2014 winner, Dr. Mary C. Verstraete, went into the pool for the National Teacher's Award. (She won the National ASEE Teacher's Award.) There was no submission for 2016. This year's winner is Dr. Laila Guessous. (Award was presented in the conference banquet.)
Report unanimously accepted.
- A. Kline, past chair gave the elections report. For the ASEE NCS five candidates are running to fill three positions, the vice chair and two directors. A. Abdelgawad is (will be) a write in. A. Milks is running for vice chair. If he wins G. Harshine will become the new treasurer.
Report unanimously accepted.
- B. Aller gave the Campus Rep report. Sixteen reports were submitted this year. Dr. Eugene Cilanto from West Virginia University wins the Best Campus Rep this year. He *always* submitted reports.
Report unanimously accepted.
- Gary Steffen, the Zone 2 Chair, gave the Zone 2 report.

- In 2019 the 125th anniversary of ASEE will be celebrated at the National Convention in Tampa, FL.
 - National ASEE:
 - Budget: “Levies” or “taxes” are being implemented for sections. Problems are being fixed. Cut \$750,000 and position are being eliminated. Plan to cut another \$500,000. So far BASS accounts have been slow to turn around. \$1,100,000 of loan has be paid.
 - New dues are higher.
 - Working on zone and section manuals (of operation).
 - 2016-2017 - year of action on P-12 education.
 - “I’m your voice on the National Board.”
- Report unanimously accepted.

- The Chair’s report was given the chair, D. Budny. In 2017 the National ASEE convention will be held in Columbus, OH and the Zone 2 conference will be held in San Juan, Puerto Rico. Registration for the Zone 2 conference will be in the \$200 range. Hotel room are expected to be \$125-\$150 per night plus tax. For the Zone 2 conference the plan is to keep the afternoons free for sightseeing. The Zone 2 website is zone2.asee.org. B. Aller suggested moving \$2,000 to the Zone 2 to help with conference funding.

Motion to accept chair’s report and to transfer funds: B. Aller
 Seconded: K. Yelamarthi
 Vote to accept motion: Unanimous.

- The newsletter: R. Arter reported that the next newsletter will contain pictures from the spring 2016 conference, a list of award winners and an updated list of board members.
 Report unanimously accepted.

- New business: How will the North Central Section conduct elections at the Zone 2 conference? E-mail/electronically? The ASEE NCS conference with be at The University of Akron in 2018. Need to get a final word from the Dean of the College of Engineering.

Motion to conduct e-mail vote to increase funds for Zone 2 seed money if needed: A. Kline
 Seconded: B. Aller
 Vote to accept motion: Unanimous.

Will there be a section meeting in Atlanta, GA, along with the Zone 2 meeting? No dates set yet.

- Good of the Order: No discussion.
- Motion to adjourn: B. Aller
 Seconded by: N. Baine
 Meeting adjourned at 8:30 pm.