

# ASEE North Central Section

APPROVED

Minutes of the Executive Board Meeting

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Friday, October 2, 2020 12:30 pm  
On-Line Zoom Meeting  
Minutes Approved March 19, 2021 via Zoom NCS Executive Meeting

Executive Board members present: Nicholas Baine, Betsy Aller, Craig Gunn, David Sawyers, Andy Kline, Greg Harstine, Andy Milks, Greg Bucks, Jeff Kastner, Tony Kerzman, Robin Hensel

Meeting called to order at 12:34 PM by Betsy.

## 1. Introductions

Informal greetings and introductions.

## 2. Additions to and Approval of Agenda

No additions or changes were suggested, Motion to approve the agenda by Nick, seconded by Craig, approved unanimously.

## 3. Approval of the minutes from Tuesday, May 12, 2020, Executive Board Meeting at held on Zoom.

Motion to approve spring executive board meeting minutes made by Greg H., seconded by Craig, approved unanimously.

## 4. Spring 2020 Conference West Virginia conference update - Robin Hensel.

33 papers submitted in Peer ASEE system, 53 total abstract submissions, 44 papers, 11 posters, 5 withdrawn 7 did not submit a final paper. Several students changed posters to papers to meet

\$5000 seed money to return to the next conference. The hotel did not charge for the cancelation fees they originally proposed. \$0 total expenses.

## 5. 2021 Spring Conference University of Toledo – Carmen Cioc

The announcement has been generated and shared with the executive board. The UT team are making preparations. The conference will be held online via Webex rooms. The conference theme is “Engineering Education for Industry 4.0” which will be held March 19-20, 2021.

The Southeast section has suggested a joint spring online zone conference. Southeast normally has their conference in early March, earlier than when we traditionally hold the NCS conference.

Discussion regarding a joint conference.

Advantages - more people, larger conference  
Disadvantages – less control, less intimate when online

Betsy – is there support for a joint conference? The consensus is to not have a joint conference.

Motion to hold Online NCS spring conference, hosted by the University Toledo and not join the Southeast Section made by Greg H. and seconded Nick, approved unanimously.

#### **6. Best Paper Awards Chair – Kumar Yelamarthi, Central Michigan University**

Kumar was unable to attend. Report by Betsy, the 2020 NCS Virtual Conference (WVU) best paper was submitted to ASEE National:

Averill, R., & Recktenwald, G., & Roccabianca, S., & Mejia-Alvarez, R. (2020, March), *The Need for Holistic Implementation of SMART Assessment* Paper presented at 2020 ASEE North Central Section conference, Morgantown, West Virginia. <https://cms.jee.org/35749>

#### **7. Treasurer's Report – Gregory Harstine, University of Akron**

Revenue for the period \$23.07, expenses \$754.50. Current BASS account balance \$10,482.86. There is a difference of 340.25 from the national balance \$10,142.61, Greg indicated that quarterly reports are arriving more consistently from national.

Motion made by Nick to accept the treasurer's report, seconded by Carmen, approved unanimously.

Robin will forward a \$5000 check made out to UT with memo for ASEE conference seed money to Carmen.

See attached 1-page report

#### **8. Campus Representative Report – Craig Gunn Michigan State University**

Craig sent messages to campus reps there have been problems with the distribution list. After communicating with Tim Manicom regarding general data protection standards the system now requires members to opt in to authorize communications which may have caused some reps not to receive emails.

#### **9. Vice Chair Report – Nicholas Baine, Grand Valley State University**

Outstanding Teaching Award – Nick will send out the announcement for nominations in the next few weeks

## **10. Elections 2021**

Openings for Chair, Vice Chair and 2 directors for spring elections.

Nominations should be submitted to Karina and the elections will be held electronically in the spring.

## **11. Newsletter Editor Report – Jeffrey Kastner, University of Cincinnati**

Jeff had to leave the meeting early for class. Submit information to Betsy or Nick to be included in the fall newsletter.

## **12. Chair Report – Betsy Aller, Western Michigan University**

Proposal for appointment of Andy Kline to update bylaws, constitution and generate history archives for the NCS section.

Motion to appoint Andy Kline to update the NCS section bylaws and constitution by Nick, seconded by Greg H., passed unanimously.

Upcoming Conferences:

**Toledo 2021**

**Pittsburgh 2022**

**WVU 2023**

**2024???** Available, possibly Western Michigan

## **13. Good of the Order**

Craig – WMU did Sunday in the Park with George outdoors. It was very well done, support your local theatre.

Possible Zoom meeting in late November to see if the UT team needs conference help or support.

## **14. Adjournment**

All agenda business was completed, Greg H. motioned to end the meeting, seconded by Nick. The meeting was adjourned at 1:36 PM.

DRAFT Minutes submitted by Milks

### **Attachments:**

Treasurer's report (1 page)

**NORTH CENTRAL  
SECTION – ASEE  
TREASURER’S  
REPORT**

**For Friday, Oct 2, 2020  
Executive Committee Meeting  
ASEE Fiscal Year runs 10/1 -  
9/30**

**Operating Account has been eliminated as of 10/1/19**

**BASS ACCOUNT** (Banking and Accounting Services System)

**5/13/2020 BASS Account Balance** (as report on Section Treasurer Report)\*\* **\$10,874.04**

Debits	Debit	
5/14/2020 Outstanding Teacher Award 2020 Conf-Zone 2_Betsy Aller	<b>\$750.00</b>	
6/30/2020 FY2020 Q3 BASS Administrative Fees	<b>\$4.50</b>	
<b>Total BASS Account Disbursements</b>		
	<b>\$754.50</b>	
Credits	Credit	
5/31/2020 North Central Donation-CC-May 2020	<b>\$10.00</b>	
6/30/2020 FY2020 Q3 BASS Interest Allocation	<b>\$8.07</b>	
6/30/2020 477100-BASS-North Central Donation-CC-June 2020-	<b>\$5.00</b>	
<b>Total BASS Account Revenue</b>	<b>\$23.07</b>	
<b>10/2/2020 BASS Account Balance</b>		<b>\$10,142.61</b>

**6/30/2020 253 North Central Section YTD 3.31.20 financials.xlsx Report Account Bal: \$10,482.86**

Last statement Received 7/23/20 difference: \$340.25

\*\*5/13/20 Report Balance

Greg Harstine P.E. ASEE North Central Section Treasurer