

ETD Business Meeting Minutes February 8, 2007

The Business Meeting of the ETD was called to order at 8:05 AM on February 8, 2007 by Ron Rockland, Chair of ETD. Copies of the June 20, 2006 Business Meeting Minutes were provided.

Scott Dunning moved to accept the ETD Business Meeting Minutes of June 20, 2006. The motion was seconded by Warren Hill and approved unanimously.

New Business:

OFFICER and ETD COMMITTEE REPORTS:

Treasurer's Report: Ron Rockland gave Tim Ziegler's report dated February 5, 2007. The ETD Operating Account (#FO24) has a balance of \$0.00 but the annual deposit from ASEE of \$1,010.00 is expected for this year. The ETD BASS Account (#FB24) has a balance of \$23,094.74. Mark Pagano explained that ASEE had been charging a service fee for maintaining the McGraw Award of \$1000 a year. A \$20,000 endowment was to be established with \$10,000 provided by both ETC and ETD. ETC paid its \$10,000 and ETD paid the first \$5,000 of its commitment. ASEE discontinued the service charge a few years ago and ETD is no longer committed for the second \$5,000. In addition, there is to be a rebate of approximately \$1700 to ETD. Abi Aghayere moved to accept the Treasurer's report with the proviso that the finance issues are clarified and Mike Kozak seconded. The motion carried unanimously.

Program Chair 2007: Scott Dunning reported on the 2007 Annual Conference. A total of 204 abstracts 264 were submitted for review and 197 were accepted. Of these, 154 ultimately resulted in draft papers. ASEE approved 33 technical sessions for ETD to accommodate these papers. The 2006 final count was 184 with 167 in 2005 and 182 in 2004. There were a number of good abstracts that were submitted that did not evolve into papers. It was suggested that these authors be encouraged to submit full papers for either CIEC 2008 or JET.

Scott announced the institution of a new two-tier review process. The idea is to raise the level of the review process and increase the legitimacy of the peer review process and put it on a par with refereed journal papers. A special invitation would be made for a submission of papers by June for the authors who wish to be involved in the two-tier process. Once accepted there would be a recommendation to JET that these papers be published.

Mike Kozak described an electronic procedure that is used in another organization using Track Changes. It was suggested that the authors of the top papers at the annual conference be approached to rework their papers and submit them to JET for publication.

ETD Newsletter/ ETD Webmaster: Ron Rockland reported for Jay Porter. As of January 9, 2007, the ETD website has been physically moved to Texas &M University. In addition, information from the various ET organizations has been sought and posted to make the website current. Most links have been updated. Everyone was encouraged to visit the site. The URL is: <http://www.engtech.org>

ETD Listserv Ron reported on the Listserv Members. There are 744 members in ETD. There was discussion about trying to get more members of the ListServ to join ETD. There are now 3627 total on the ListServ. There are 2528 at 312 four-year colleges, 973 members at 361 two-year colleges and 226 members at 193 organizations, corporations and government. There are 116 subscribers with non-institutional email addresses.

Elections: Carol Richardson reported that the electronic election for the division officers resulted in the following: Only 124 out of 744 members voted.

Division Chair: Scott Dunning - University of Maine
Assistant Vice-Chair for Programs: Tim Zeigler - Southern Polytechnic State U.
Treasurer: Ken Rennels - Indiana U. Purdue U. @ Indianapolis (IUPUI)
Member-at-Large: Keith Johnson - East Tennessee State University

It was suggested that reminders to vote should be sent out more frequently in order to get more members to vote. Ron Land suggested that only those who have not voted be sent out reminders automatically as is done at Penn State. Ron Rockland indicated that the ballot should be sent out earlier, i.e., December.

Section Reports: Jerry Tapper reported 14 responses were received from 9 of 12 Sections about section activities at this time. He sent out four calls on the Listserv. Reports need only send out a paragraph with one or two sentences along with a web site where info might be found about an activity. Reporting on special events, capstone projects, etc, are encouraged.

ETD Strategic Plan: Abi Aghayere reported on the six most important strategies for ETD. Progress reports from the Strategy or Action Item Champions are in the full report, which will be posted on the ETD website. He encouraged everyone to visit the website. He is also looking for Champions for the various strategies.

Two things two tier reviews and Abi would like to remind ETD members to consider nominating their ETD colleagues for the ASEE awards next year (the various awards can be found at the ASEE website). Scott Dunnig suggested that more ETD members should be nominated for Fellows.

OTHER REPORTS:

ETC Report: Tom Hall reported on the ETD Strategic Plan. We have selected six goals to concentrate on this next year. Increasing membership is a top priority this year. The highlight of the year was the 2nd Annual ET Deans and Administrators Roundtable, which was held before the ETLI in October in Salt Lake City. Mike O'Hair and Pat Fox did a great job with organizing this event. The ETC is also working to coordinate more events with the other councils within ETC.

2007 CIEC: There is a problem with multiple submissions by individuals who then did not come to the conference. It was noted that one author that had two papers in the same session did not show and therefore it had a major impact on the session. ETD is looking at changing policy on dealing with authors who submit papers and then do not show up to present papers.

2008 CIEC: Mike Dyrenfurth noted that Linda Kruth announced March 19, 2007 as a date for submitting abstracts. He suggested a session on individual scholarship and the source of the next generation of ET faculty. He needs names of moderators and reviewers. It was suggested that a call be placed on the ETD Listserv. CIEC will be in New Orleans in 2008.

The meeting was adjourned at 9:00 AM.

Respectfully submitted,

Edward G. Tezak
Secretary
Engineering Technology Division