

## **ETD Business Meeting Minutes February 14, 2008**

The Business Meeting of the ETD was called to order at 8:08 AM on February 14, 2007 by Scott Dunning, Chair of ETD. Copies of the June 26, 2008 Business Meeting Minutes were provided. Attached is a list of attendees at the meeting.

John Stratton moved to accept the ETD Business Meeting Minutes of June 26, 2007. The motion was seconded by Warren Hill and approved unanimously.

### **New Business:**

### **OFFICER and ETD COMMITTEE REPORTS:**

**Treasurer's Report:** Ken Rennels gave the Treasurer's Report as of February 7, 2008. The ETD Operating Account (#FO24) has a balance of \$716.16. The ETD BASS Account (#FB24) has a balance of \$26,487.37. CIEC income was \$7,476. JET payment for three publications totaled \$11,051.18. We will owe one more payment of about \$3,000 then the ETD obligation will be over. There is \$200 due to Frank Gourley. Ron Land moved to accept the Treasurer's report and Tom Hall seconded. The motion carried unanimously.

**Program Chair 2008:** Ed Tezak reported for Tim Brower on the 2008 Annual Conference. A total of 260 abstracts were submitted, 8 rejected, 45 abstracts were left without draft papers being submitted and 24 abstracts/draft papers withdrawn. Of these 183 resulted in draft papers. Thirty four technical sessions were approved by ASEE plus a poster session, Rap session, 1 workshop, 8 meetings and two lunches for \$50 each. Seven "Invited Papers" were submitted. Three were returned to regular paper status. All four were reviewed by 4 individuals as well as the Executive Committee. This year was the first attempt at a higher level paper which is supported by the Strategic Planning Committee. It appears that the JET Board has the credentials to properly review them. The consensus of the Executive Committee appeared to be that the quality of the papers was the most important issue on whether to accept a paper as an Invited Paper. As a result the four papers reverted to the regular technical session for this year.

**ETD Newsletter/ ETD Webmaster:** Tom Hall reported for Jay Porter. The ETD Website (<http://www.engtech.org>) has been on line since the Spring of 2007 and is functional. Jay Porter has agreed to maintain a separate web site for JET and has received a request for CIEC. He is willing to maintain other links but someone has to be responsible for content.

**ETD Listserv:** Tom Hall reported for Walt Buchanan on the Listserv Members. There are 3921 total members. There are 2668 at 331 four-year colleges, 1011 members at 357 two-year colleges and 242 members at 204 organizations,

corporations and government. There are 144 subscribers with non-institutional email addresses.

**Elections:** Scott Dunning gave Ron Rockland's election report which stated that the electronic election for the division officers resulted in the following:

Assistant Vice Chair, Programs	Charles Bachman
Secretary	Ed Tezak
Vice Chair for Newsletter	Jay Porter
Member at Large	Marilyn Dyrud
Asst Conference Chair for CIEC 2009	Paul Villeneuve

**Section Reports:** Jerry Tapper reported 7 of 12 Sections sent information about section activities at this time. He sent out three requests on the Listserv. As agreed upon at the last meeting the new format for input was reduced.

**ETD Strategic Plan:** Keith Johnson reported on the Strategic Planning. They have been focused on strategies. Emphasis is on the first strategy of promoting and supporting faculty development and using JET as the vehicle. This includes encouraging more faculty members to submit manuscripts to JET. The JET Board will develop a survey which will be sent out. JET will also focus on a jury review process. JET will expand the number of papers to provide more opportunities for publishing.

#### **OTHER REPORTS:**

**2008 CIEC:** Mike Dyrenfurth reported on the problem of constraints. There was an effort to create joint sessions due to limited session rooms. This resulted in 16 sessions being scheduled. Four are joint sessions another four are stand alone ETD sessions; there are five organizational business related meetings, two meal functions. Mike noted that workshops are a means of producing revenue. ETC may be able to brainstorm and then help promote. He suggested we consider a scheme to promote continuity perhaps a two year rotation of program personnel.

Per Luther Epting's data at Wednesday Feb 13, attendance at the New Orleans CIEC consisted of: 271 attendees not including 31 companions, 56 of those were ETD participants, 33 of the attendees did not report divisional affiliations and there were 11 others

Janet Dong, Cincinnati, will be next year's Chair. Ken Rennels is looking into using the CAPS system for CIEC.

**Tau Alpha Pi:** Bob Herrick reported that the primary business is to energize student chapters. Jay Porter will host a paper competition for students at the ASEE Conference. Subsequent competitions will be projects with winner to go to

ASEE Global Colloquium. There is a \$25 fee per annum for Tau Alpha Pi Student Chapters to pay back national Tau Alpha Pi to support student national activities. Bill Clapp is the new president. There are nearly 100 chapters. The wording of a "secret" ceremony has been changed and will now be referred to as a private ceremony.

**JET:** Tom Hall reported on JET for Sohail Anwar, JET Editor. JET is looking into increasing the number of manuscripts that are published. However, they will not increase the numbers unless the papers meet the proper level of quality. Abi Aghayere, Manuscript Editor, is looking for good reviewers. Abi wants reviewers to mark up manuscripts not just indicate "publish as is" comments. The current acceptance rate for JET manuscripts is 40%. Starting 2009 ETD stops supporting JET. Revenue from advertisement this year was \$19,000 for a balance of \$57,000. JET should be able to sustain itself.

**New Business:**

Scott Dunning initiated a dialogue concerning Engineering and Engineering Technology. Lively discussion ensued but no conclusions were reached.

The meeting was adjourned at 9:00 AM.

Respectfully submitted,

Edward G. Tezak  
Secretary  
Engineering Technology Division

## **CIEC 14 February 2008 Business Meeting Attendees**

Scott Segalewitz  
Ken Rennels  
Mark Pagano  
Tom Hall  
Ron Land  
Rich Pfile  
John Stratton  
Charles Bachman  
Mike Eastman  
Steve Ciccarelli  
Dave Meridith  
Bill Clapp  
Steve Green  
Tom Dobrowski  
Bob Herrick  
Abi Aghayere  
Michael O'Hair  
Danial Davis  
Mary Marchegiano  
Tressa Gardner  
Kim Craine  
Mike Dyrenfurth  
Jeff Ray  
John Hackworth  
Gary Crossman  
Bill Hemphill  
Keith Johnson  
Stanley Ihekweazu  
Gary Ovans  
Greg Key  
Peter Pawlik  
Austin Cheney  
Jerry Tapper  
Jim Olshefsky  
Ralph Esposito  
Warren Hill  
Hesham Shaalan  
Scott Dunning  
Ed Tezak