

## **ETD Business Meeting Minutes June 14, 2005**

The Business Meeting of the ETD was called to order at 1:00 PM on June 14, 2005 by Carol Richardson, Chair of ETD.

Larry Wolf provided maps for the McGraw Hill Awards Banquet.

Warren Hill moved to accept the minutes of the February 3, 2005. The motion was seconded by Ron Land and approved unanimously.

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

**Treasurer's Report:** Tony Brizendine presented the Treasurer's Report as of June 6, 2005. The ETD Operating Account (#FO24) has a balance of \$1010.00. The ETD BASS Account (#FB24) has a balance of \$8,210.15. Carol Richardson reported that we should get \$8,900 from the last CIEC. Tom Hall moved to accept the Treasurer's report and Scott Dunning seconded. The motion carried unanimously.

**Program Chair 2005:** Ron Land reported on the Annual Conference. Thirty five sessions, one less than the record last year, were approved by ASEE. A total of 247 abstracts were submitted with 217 accepted. Of these, 177 resulted in draft papers. Of these 155 papers will be presented versus 158 last year. The review system remains the same as last year with a moderator, co-moderator and two reviewers and "Super Reviewers" to break ties, which occurred for 13 papers of which 6 were rejected. Recommendations and comments are contained in the written report. Ron wrote a paper in support of elevating the paper review process to increase prestige to ET Papers. Carol thanked and commended both Ron and Hal Broberg on their efforts.

**ETD Webmaster:** Ken Rennels updated the members on the status of the ETD Website. The links are all up to date. The URL is: <http://www.engtech.org>. The Newsletter will be posted on the Website as well as all other reports. He developed an ETD External Reviewer Database to assist ET programs in locating external reviewers by discipline. Individuals would apply to be put on the searchable database. Tom Hall will take the issue to the ET Department Heads at this conference. He and Ken Rennels will work on the proposal.

**ETD Newsletter:** John Williams reported that the ETD Website will be the medium for the Newsletter. For instance, Section Reports, Officer Reports from semi-annual meetings, General Information, Election Results, Features and Visitor Reports. He will coordinate with Ken Rennels for implementation.

### **ETD Strategic Planning Review of Action Items:**

Dave Dvorak reported that the ETD Strategic Plan is on the Website. There is a session the day after the McGraw Hill Banquet. He asked for as many people to participate as possible.

**Section Reports:** Jerome Tapper is having surgery and his reports are attached. It will be posted on the Website.

#### **OTHER REPORTS:**

**ETC Report:** Pat Fox, ETC Chair, reported that ETC is working on its strategic plan. Business meeting is at 0830 tomorrow and attendance is requested. ETC Reps are invited to come to the First ET Deans Roundtable at ETLI at Rochester in October. Must be a member of ETC to attend. Pat Fox and Mike O'Hair have a series of visits planned to inform different organizations about ETC and its advocacy.

**2006 CIEC:** Ken Rennels, Overall Chair for CIEC 2006 in New Orleans thanked Tom Hall for his work on CIEC 2005. Headquarters will be Hotel Monteleone located one block from Bourbon Street. Tim Brower will be the ETD Chair for CIEC. He provided the following information: 86 abstracts were submitted and accepted. He is putting them into 19 1.5 hour sessions. Included are 2 panel discussions and 2 workshops. Tim passed out the brochures that were developed.

**TAC of ABET:** Mark Pagano reported that 123 programs were visited at 48 institutions during the 2004 – 2005 visit cycle. All used new TC2K criteria for the first time. The NSF funded TEI initiative has completed the last of 12 workshops. Over 660 faculty members from 353 institutions (215 2-yr and 138 4-yr schools) attended them. A Capstone Conference is planned in 2006 for all attendees to share their accomplishments since attending the workshops.

Joe Tamashasky will be Chair of TAC/ABET, replacing Jim Byrne in July 2005.

TAC is working on increasing the diversity of membership on TAC and all other commissions. Initiatives are underway in the ABET Accreditation Council to propose more consistent definitions for student and graduate "level of achievement". Efforts are being made to reduce the 12 terms now in use to three and be consistent for all four commissions.

**JET:** The Spring issue is late but will come out. Currently ETD pays 40% of cost of publishing JET. The plan is to reduce this percentage. Page charges have been introduced at \$75 a page. No paper will go to reviewers unless authors agree to pay page charges. Advertising income is \$7005 thanks to Walt Buchanan. Tim Ziegler reported the following Board Member Changes effective June 13, 2005: that Niaz Latif (Editor in Chief), Sohail Anwar (Production Editor), Walt Buchanan (Advertising Editor), Paul Wilder (Subscription Editor), Carlos Ortiz (Manuscript Editor), Barry Lunt (Financial Editor) and Tim Zeigler (Past Editor) of JET. Susan Merchant was acknowledged for her long time service to JET.

**PIC II Report/Listserv Report:** Walt Buchanan reported that there are 2396 members at 298 4-year colleges, 961 members at 349 2-yr colleges, 84 with no institutional email address and 193 organizational members and 167 corporations.

John McDonough was supported for President and the vote count was revealed for the first time. John did not lose by very much.

**ETLI/ Tau Alpha Pi:** Bob Herrick who reported the conference will be at RIT this year and introduced John Stratton who explained several firsts scheduled. The Tau Alpha Pi Conference will be moving from the ASEE Annual Conference to the ETLI Conference. TAP will meet Saturday and PMC will also meet. Mike O'Hair is bringing the ET equivalent of the Deans Institute to the conference. That will bring four entities together at the same time. Weber State will be the host for the 2006 Conference.

**Old Business:**

**Mini-Grant Status:** Carol Richardson indicated that funds will continue to be suspended for mini-grants.

**New Business:**

**Outgoing Officer Gifts:** Outgoing officers will be receiving plaques. They are: Ron Land, Tony Brizendine, Dave Dvorak and Carol Richardson.

**ASEE 2006:** Hal Broberg introduced Scott Dunning, New Vice Chair for Programs. They will be in charge of the next annual conference.

**Elections:** New officers are:

ETD Chair – Ron Rockland, NJIT

ETD Assistant Vice-Chair Programs – Scott Dunning, University of Maine

ETD Treasurer – Tim Zeigler, SPSU

ETD At-large Mini-Grants and Planning – Abi Aghayere, RIT

Mark Pagano will receive the McGraw Hill Award and John Stratton will receive the Berger Award this year.

There being no further business meeting was adjourned at 1:45 PM.

Respectfully submitted,

Edward G. Tezak  
Secretary  
Engineering Technology Division