

ETD Business Meeting Minutes June 20, 2006

The Business Meeting of the ETD was called to order at 12:35 PM on June 20, 2006 by Ron Rockland, Chair of ETD. Copies of the Agenda, Minutes, Treasurer's Report and Listserv Roster were provided.

Abi Aghayere moved to accept the ETD Business Meeting Minutes of January 26, 2006. The motion was seconded by Jerry Tapper and approved unanimously.

New Business:

OFFICER and ETD COMMITTEE REPORTS:

Treasurer's Report: Ron Rockland presented the Treasurer's Report for Tim Ziegler as of June 18, 2006. The ETD Operating Account (#FO24) has a balance of \$1,010.00. The ETD BASS Account (#FB24) has a balance of \$9,781.99. Ron Rockland indicated that we have not paid the \$5,000 that we agreed to pay at the CIEC Conference to finish the McGraw Award Commitment. At the Executive Committee Meeting on June 18, 2006 Carol Richardson suggested that we delay the payment of \$5,000 to ETC until the money from the 2006 CIEC Conference is distributed so as not to lower the BASS account too much. Carol Richardson moved to accept the Treasurer's report and Jerry Tapper seconded. The motion carried unanimously.

Program Chair 2006: Hal Broberg reported on the 2006 Annual Conference. A total of 264 abstracts were submitted with 259 accepted. Of these 184 resulted in draft papers. Thirty four sessions were approved by ASEE plus a poster session (not used). This is the same number as 205 and one less than the record number in 2004. The 2004 final count was 182, 2005 was 167 and 2006 is 157 (27 draft papers rejected primarily due to faculty members not following rules for ASEE format). Four papers nominated for best paper. Scott Dunning will be the Program Chair and Tim Brower will be the Assistant Program Chair for Hawaii in 2007.

ETD Newsletter: John Williams reported that the electronic Newsletter is up and running at www.engtech.org. Follow "additional links" and "ETD News". The newsletter is hosted at Alfred State College and has a link from the main page. The first newsletter was posted in January. There were no items directly submitted for posting. Jay Porter will be taking over as the Vice Chair for Newsletter following this conference.

ETD Webmaster: Ron Rockland (for Ken Rennels who is stepping down as webmaster) updated the Executive Committee on the status of the ETD Website. The URL is: <http://www.engtech.org> domain name is owned by ETD until March 21, 2013. The domain will be moved from IUPUI to Texas A&M, with Tom Lyster as the Webmaster.

ETD Listserv: Walt Buchanan reported on the Listserv Members. There are 3632 total members. There are 2439 at 304 four-year colleges, 976 members at 353 two-year colleges and 217 members at 186 organizations, corporations and government. There are 107 subscribers with non-institutional email addresses.

Elections: Carol Richardson reported that the electronic election for the division officers resulted in the following:

Assistant Vice Chair for Programs: Tim Brower – Oregon Institute of Technology
Secretary: Ed Tezak – Alfred State College
Vice Chair for Newsletter: Jay Porter – Texas A&M
Member-at-Large: Jerry Tapper – Northeastern University

Elections this Fall will be to fill the following slots:

Division Chair
Treasurer
Assistant Vice Chair for Programs
At-Large Member

Submit nominations to Carol Richardson or Mark Pagano.

Section Reports: Jerry Tapper reported 9 of 12 Sections sent information about section activities at this time. He sent out numerous requests on the Listserv. Some individuals sent in too much. Information in the form of bullets or just a sentence or two per item are requested not multiple pages. Info will be posted in the ETD Website.

ETD Strategic Plan: Abi Aghayere reported on the six most important strategies for ETD. They are:

Promote and support faculty development
Develop national guidelines for promotion of ET faculty (Develop faculty development guidelines)
Increase recognition of ET faculty through awards
Promote TAC/ABET accreditation
Develop policy/procedures for quality control of scholarship at ASEE conferences, in conjunction with ETC
Support early-career faculty in scholarship

Progress reports from the Strategy or Action Item Champions are in the full report. It will be posted on the Website. There will be a Strategic Planning Meeting on Wed 7:00 - 8:00 AM. Everyone is invited.

Abi indicated that one of the proposals in the Strategic Plan report regarding the ASEE Annual Conference is to have up to 10 or so papers that will undergo a more rigorous review procedure. These may be part of a special session and have more impact on promotion and tenure committees. See Strategic Plan for details.

It was suggested that ETC/ETD define its role in this Year of Dialogue.

OTHER REPORTS:

ETC Report: Walt Buchanan incoming ETC Chair reported that the immediate plan is to push the Engineering Technology Dean's and Administrator's Roundtable (renamed from Dean's Roundtable) that will take place in conjunction with ETLI. The ETD Board changed the dues for 2-year schools from \$1000 per year to \$500.

2006 CIEC: Tim Brower indicated that of the 86 abstracts ETD 63 papers and presentations were selected for presentation for a total of 21 sessions including 2 workshops and 2 panels. There were 104 individuals registered as affiliated with ETD, 68 CED, 38 CIP, 32 CPD and 22 others. Proceeds from the CIEC \$5,000.

2007 CIEC: Keith Johnson indicated the 2007 CIEC Conference in Palm Springs has 14 Sessions, 71 abstracts. We can bring in our own food for the hospitality suite. We can bring our own AV support. He is looking to establish a couple of workshops. These are major money makers. It is important to identify your affiliation with ETD when you register for the Conference.

Tau Alpha Pi: Bob Herrick reported the 2005 Tau Alpha Pi Annual Student Conference met in concert with the 2005 ETLI Conference at the Rochester Institute of Technology. This was the first occasion of the student conference being linked to the ETLI Conference. The student conference was moved from the ASEE annual conference to ETLI to provide more personal networking opportunities of the student leadership with the academic leadership and the corporate leadership. There were a total of 11 Tau Alpha Pi students attending including 6 from RIT. Low attendance at a national meeting is a major problem. There needs to be a critical mass of student attendance. He would like to see more student participation so that they might be able to hold their own conference. He indicated the need for corporate support for students since travel is a real problem. This year's 2006 Tau Alpha Pi Student Conference is again planned on being held jointly with the ETLI Annual Conference in Salt Lake in October.

TAC/ABET: Tony Brizendine is new chair of TAC as of July 2006. He reported the ABET Commission meeting is next month. About 120 programs were visited this past year. The big ABET initiative is the concept of harmonization for the various commissions, e.g., standardizing the self study documents. PEV training is undergoing revision.

JET: Niaz Latif reported on Jet. He indicated that JET support from ETD this year was 40% of the cost for the first issue and 30% for the Spring issue. Next year the request will be for 25% for each issue and nothing for the following year. He needs volunteers for manuscript editors, with a four to six year commitment. Walt Buchanan suggested putting institutional Ads in JET.

PIC II Chair: Gary Crossman is the current PIC II Chair. It will be difficult to hold the entire conference at a single hotel in Hawaii. It may be such that a couple of divisions might hold most of their sessions at a separate location. Planning is still in the preliminary stages. He indicated that ETC/ETD should consider sponsoring a Mini-Plenary. This gets settled at the Fall Board/PIC Planning Meeting for the Annual Conference. He solicited input.

ETD/ETC Brochure: ETD does not have a brochure. It is the only division at the CIEC Booth without one. This item has been discussed in the past but no action has been taken since no money has been available. In view of the improved financial situation in ETD Ron Rockland will initiate dialogue with ETC on the brochure.

CIEC/ETD Awards: ETD does not present any awards at CIEC. Awards were discussed at the Executive Committee Meeting and it was determined that an alumni award would be most appropriate to recognize a successful ET graduate. Retiree Awards are also possible. Carol Richardson is looking for a volunteer to take on this task.

New Business:

Member-at-Large: The idea for redefining one of the Member-at-Large positions was presented. A possibility is to have it encompass recruitment and have the Vice Chair for Newsletter assume the task of soliciting ETD Section Activities.

Order of the Engineer: Frank Di Bella brought up the issue that ET students cannot join the Order of the Engineer. It was pointed out that this is true, however, Wayne State founded the Professional Order of Engineering Technology which provides the same type of recognition to ET students. Information can be found on the Web.

Body of Knowledge: Dhushy Sathianathan pointed out that the Body of Knowledge for ET has not been defined. ASME and ASCE have defined the body of knowledge for ME and CE. How should this problem be addressed? Should this be discipline specific or address the general ET definition? One possibility is to approach ASME and ASCE and other professional societies to get their help in defining the body of knowledge for discipline specific programs, e.g., MET and CET. Ron Rockland indicated he would surface this issue at the Department Heads Meetings.

ETD Awards: Carol Richardson presented awards for past ETD Officers. These were delayed because of insufficient funds.

Ronald Land Vice Chair for Program 2005
John Williams Vice Chair for Newsletter 2004-2006
David Dvorak Director for Strategic Planning 2003-2005
Anthony Brizendine Treasurer 2003-2005
Ronald Rockland Vice Chair for Programs 2004
Scott Segelewitz Vice Chair for Newsletter 2003-2005

Rosida Coowar Secretary 2003-2005
Kenneth Rennels Webmaster 2003-2005
Kenneth Rennels CIEC Conference Chair 2006
Kenneth Rennels CIEC ETD Program Chair 2005
Thomas Hall CIEC ETD Program Chair 2004
Timothy Brower CIEC ETD Program Chair 2006

Ron Rockland presented the following awards:

Carol Richardson ETD Chair 2003-2005
Hal Broberg Vice Chair Program 2006

The meeting was adjourned at 1:40 PM.

Respectfully submitted,

Edward G. Tezak
Secretary
Engineering Technology Division