

ETD Business Meeting Minutes 4 February 2010

The Business Meeting of the ETD was called to order at 8:00 AM on February 4, 2010 by John Williams, Chair of ETD.

Ken Rennels moved to accept the ETD Business Meeting Minutes of June 16, 2009. The motion was seconded by Tom Hall and approved unanimously.

OFFICER and ETD COMMITTEE REPORTS:

Treasurer's Report: Ken Rennels gave the Treasurer's Report as of February 1, 2010. The ETD Operating Account (#FO24) has a balance of \$1100.00. This is a "use or lose" account. The ETD BASS Account (#FB24) has a balance of \$30,122.23. Balances are as of October 31, 2009. John McDonough moved to accept the Treasurer's report and Pete Pawlik seconded. The motion carried unanimously.

Program Chair 2010: Ed Tezak reported for Charles Bachman, on the 2010 Annual Conference. A total of 140 abstracts were submitted, 5 rejected. Forty three total sessions are scheduled. There were 102 papers submitted, 10 withdrawals and 23 were not submitted. Twenty seven technical sessions were approved by ASEE for ETD along with 13 others (meetings, meals, etc).

Vice Chair Communications: Ed Tezak reported for Jay Porter. Jay has created a forums site that can be used by ETD and its affiliates to interact. He considers this an experiment and time will tell if it is going to be used or not. The forums support web-based posting of topics with the ability to reply and start threads, an ability to post pictures that are relevant to ETD, and an ability to post events. Review of the new forums page can be accessed from the engtech.org website or directly at <http://engineering-technology-division-forum.socialgo.com>. The access code is **engtech**. It will be posted on the ETD Listserv.

ETD Listserv: Walt Buchanan reported on the Listserv Members. There are 4035 total members. There are 2702 at 366 four-year colleges, 1004 members at 346 two-year colleges and 329 members at 279 organizations, corporations and government. There are 195 subscribers with non-institutional email addresses. There are now 50 countries represented.

Elections: Ed Tezak noted that Scott Dunning indicated that he will initiate action on officer elections within the next week. Positions to be filled are:

Assistant Vice-Chair, Programs
Vice-Chair for Newsletters/Webmaster
Secretary
Member-at-Large
Chair Elect CIEC ETD

Section Reports: John Williams noted that the Section Reports will be discontinued and a new assignment for the Member-at-Large will be made.

Marilyn Dyrud, Member-at-Large, reported 4 of 12 Sections sent information about section activities at this time. She mentioned John Stratton as being the only one to consistently submit information.

Guidelines and By-Laws: Ed Tezak reported for Mike Dyrenfurth, Member-at-Large, on the 54 page ETD Guidelines and the By-Laws. There are inconsistencies between among the By-Laws, Guidelines and practice. Therefore, he will mark these up the guidelines and post them for comment and have an update ready for the June meeting. Last update was 1997. He recommended that he and John Williams draft a set of proposed revised By-Laws and share them with the executive committee.

ETD Strategic Plan: The plan is currently on hold awaiting action of the ET National Forum.

OTHER REPORTS:

PIC II Chair: Ann Saterbak was not present. John Williams provided information that Ann had sent him. For next year, ASEE will readjust operating money to each division based on membership. As in the past, \$1/member is allocated. This policy will continue, but since the allocations based on membership numbers have not been updated in a few years, some divisions may notice a difference. Division Activity will also be taken into account in the allocation. ETD allocation for Operating Funds has been \$1100.

ETC Report: Tom Hall reported the creation of a standing committee for the ET National Forum and appointed Bob Herrick as Chair. Four action teams were created. Leah Jamison, Creating a Culture for Systematic and Scholarly Innovation in Engineering Education, will present at 9:00 AM as a part of the ET National Forum effort.

2010 CIEC: Rasoul Saneifard reported ten sessions were scheduled. Of the about 60 abstracts/papers that were submitted, one was withdrawn, one removed due to double submission and one rejected.

Paul Villeneuve reported there were 226 attendees this year. Last year ETD made a \$4600 profit from CIEC. He made a plea for people to consider presenting papers at CIEC since attendance puts money in ETD.

TAC of ABET: Ed Tezak reported for Scott Dunning that more institutions were found deficient this past year than in the past. Evaluator training is scheduled in Baltimore in April and before the ASEE Annual Conference. Harmonization of criteria is coming and documentation will be published tentatively at the October ABET Board Meeting. University of Phoenix is being evaluated for IT at this time by CAC. DeVry is also interested in national accreditation. Scott Segalewitz said ABET is looking for evaluators, especially from industry. He encouraged everyone to approach their Industrial Advisory Boards and suggest they get involved.

Tau Alpha Pi: Bill Clapp, Tau Alpha Pi (TAP) President, made his report. TAP is owned and managed by ASEE. He reported that TAP has 75 active chapters and 550 new student members were initiated last year. The number of active chapters and the number of new students being initiated each year is staying the same in spite of our increased recruiting efforts. The TAP Board of Directors consists of eight faculty from the four regions and we are in need of a few more board members. If interested, please contact Bill Clapp at 801-626-7097.

JET: Tom Hall reported Sohail Anwar is setting up a database of reviewers. Tom solicited volunteers.

New Business:

Membership: Walt Buchanan made a pitch about encouraging people to join ETD. Membership is down from previous years. Over the years it has dropped from over 800 to over 700. He suggested we needed to have a person designated to send out a plea every month on the ETD listserv. Ken Rennels mentioned some benefits that members get are the Mini-Grants and the Journal of Engineering Technology. Paul Villeneuve suggested that a table be set up as done by the other CIEC Divisions.

The Pete Pawlik moved to adjourn the meeting and Ken Rennels seconded. The meeting was adjourned at 9:00 AM.

Respectfully submitted,

Edward G. Tezak
Secretary
Engineering Technology Division