

ASEE International Division

Session M445, Annual Business Meeting
Monday, June 11, 2012, 12:30-2:00PM
San Antonio, Texas

Officers, elected:

Chair -- Jean Landa Pytel, 2011-2013
Chair Elect -- Eck Doerry, 2011-2013
Secretary/Treasurer -- Jan Helge Bøhn, 2011-2013
Program Chair -- Nick Safai, 2011-2013
Program Chair Elect -- Gayle Elliot, 2013-2015
Newsletter Editor -- Mary Dawson, 2012-2014
Immediate Past Chair -- Gearold Johnson (two-year term)

Officers, appointed by Chair:

Nominating Committee Chair -- Glenda Scales, 2012-2014
Awards Committee Chair -- Nicole Sanderlin, 2012-2014
Membership Chair -- Ivan Esparragoza, 2011-2013
Webmaster -- Maria Larrondo-Petrie, 2011-2013

Attendance:

1. Jean Landa Pytel (chair), Penn State University, jlpdo@engr.psu.edu
2. Eck Doerry (chair elect), Northern Arizona University, eck.doerry@nau.edu
3. Jan Helge Bøhn (secretary treasurer), Virginia Tech, bohn@vt.edu
4. Nick Safai (program chair), SLCC, nick.safai@slcc.edu
5. Mary Dawson (newsletter editor), Illinois Institute of Technology, dawson@iit.edu
6. Glenda Scales (nominations chair), Virginia Tech, gscases@vt.edu
7. Nicole Sanderlin (awards chair), Virginia Tech, npsander@vt.edu
8. Ivan Esparragoza (membership), Penn State University, iee1@psu.edu
9. Claudio da Rocha Brito, COPEC, cdrbrito@copec.org.br
10. Malany M. Ciampi, SHERO, malany@copec.org.br
11. Brian Koehler, North Carolina State, koehler@ncsu.edu
12. Majid Chatsaz, Penn State University, mrc2@psu.edu
13. Gregg Warnick, Brigham Young University, gmw@byu.edu
14. Raymond Thompson, Western Michigan University, raymond.thompson@wmich.edu
15. Vinod Lohani, Virginia Tech, vlohani@vt.edu
16. Spencer Magleby, Brigham Young University, magleby@byu.edu

1. Greetings and introductions

Jean Landa Pytel called the meeting to order at 12:05PM. Participants introduced themselves.

2. Announcements

Jean Landa Pytel announced that (A) Gayle Elliot, University of Cincinnati, was elected Program Chair for 2013-2015 and will work with Nick Safai during the coming year; and (B) Mary Dawson, Illinois Institute of Technology, was elected Newsletter Editor for 2012-2014.

3. Officer reports

Chair -- Jean Landa Pytel

The PIC IV meeting (June 10, 2012) announced that there will be a 20% increase in the ASEE membership fee. A new online membership category will be available at the price of the current regular membership fee. There were 3500 attending the 2012 ASEE Annual Meeting with 120 attending the immediately preceding 2012 International Forum.

Chair Elect -- Eck Doerry

Eck Doerry represented the International Division on the ASEE International Advisory Committee and attended the International Forum. Brief review and discussion of the International Forum.

Secretary-Treasurer -- Jan Helge Bøhn

The International Division has two accounts: The BASS account consists of cash receipts from dues, ticket sales, interest, etc. The June 5, 2012 balance is \$9,383.70. The Operating account is money that ASEE has budgeted for the division. The June 5, 2012 balance is \$259.00.

During FY2011, the division received \$1,125 from dues (225 dues paying division members) and \$47.92. The two dominant expenses during FY2011 was the 2011 ASEE Annual Meeting speaker's breakfast (\$376.77) and reception (\$3,098.58). This situation is not sustainable and a fiscal solution must be identified immediately.

The 2012 attendance was 17 at the speaker's breakfast and 48 at the reception.

Program Chair -- Nick Safai

For the 2012 ASEE Annual Meeting, there were 120 abstracts submitted. A team of 6 reviewers accepted 100 papers that were presented across 18 sessions. No papers were nominated for best paper award.

Membership Chair -- Ivan Esparragoza

As of April 2012, there were 266 members of the International Division. The membership has been stable at 234-300 during 2005-2012. Approximately 2.2% of the ASEE membership belongs to the International Division.

Newsletter Editor -- Tom Siller

No report

Webmaster -- Maria Larrondo-Petrie

No report.

4. Ammending the Bylaws for the International Division

Jean Landa Pytel presented the proposed amendment of the Bylaws for the International Division. The proposed changes are minimal. Voting will take place by e-mail.

5. Temporary extending Program Chair position

Jean Landa Pytel call for the following motion: To suspend the rules and extend the term of the current Program Chair (Nick Safai) for one year (through 2013) to provide the incoming Program Chair (Gayle Elliot) the opportunity to learn the system". It was moved by Gregg Warnick and seconded by Jan Helge Bøhn. The motion carried.

6. Nominating Committee and Awards Committee

Glenda Scales volunteered to chair the Nominating Committee and was subsequently appointed by the chair. Nicole Sanderlin volunteered to chair the Awards Committee and was subsequently appointed by the chair.

7. Creating ticketed events: Speaker's breakfast and awards/social reception

The need to introduce ticketing to cover the expenses of the speaker's breakfast and the awards & social reception was briefly introduced during the treasurer's report. Discussion ensued but no decision was made other than the desire to seek a sponsor for the reception to avoid ticketing. The task of securing a sponsor was not assigned. It was agreed that attendance would be poor if ticketed at the true cost of \$50 per person for light snacks. Hence, without a sponsor, there will probably not be a future International Division reception. If so, the awards presentation would be moved to another suitable event. Perhaps we could follow the model of other divisions with a dinner that could be held on- or off-site, for which members would pay and during which awards could be presented.

8. PIC IV report

P.K. Imbrie, representing Bevelee Watford, the PIC IV chair, provided a report of PIC IV activities and actions. There was a call for a volunteer for the PIC IV Best-Paper selection committee. Please contact Jean Landa Pytel if you are interested.

9. Create a working group under the leadership of the Program Chair to develop an annual theme, content, and format for International Division sessions

Discussion was postponed.

10. Growing the membership

Discussion was postponed.

11. Other Issues

Discussion was postponed.

12, Adjournment

Meeting was adjourned at 2:05PM.