Business Meeting Minutes

Date: 27 June 2017
Location: Columbus, OH

Attendance: Reid Bailey (Chair), Peter Schmidt (Past Chair), Susannah Howe (Webmaster), Gail Hohner (VP, Treasurer, Secretary), Robert Nagel (Program Chair), Jes Kuczenski (Program Chair Elect), + 42 attendees

1. Chair’s greeting, call to order and administrative house-keeping
   a. Approval of minutes from June 2016 by unanimous vote

2. Program Chair’s Report – Robert Nagel
   a. Process
      i. 126 Abstracts: 119 accepted as abstracts
      ii. 119 accepted abstracts: 79 draft papers submitted, 23 not submitted, 17 withdrawn
      iii. 79 1st round draft papers: 57 accepted or revisions requested, 22 rejected
      iv. 57 2nd round draft papers: 52 accepted papers, 5 rejected
   b. Reviewers
      i. Review to publish
      ii. 133 total reviewers in abstract
      iii. New review feedback form used
   c. Program
      i. 35 podium talks in 6 sessions
      ii. 2 posters in the all division poster session
      iii. 15 postcard session talks in 2 postcard sessions
   d. Workshops
      i. 3 submitted and accepted by DEED
      ii. 2 of these were accepted by PIC officers
      iii. 1 extra workshop offered due to a slot opening in April
   e. Other Sessions
      i. 1 Special Session
      ii. 1 Panel Session
      iii. Co-sponsorship of Distinguished Lecture with Student Division

3. Professional Interest Council II (PIC II) Chair’s Report – Reid Bailey
   a. Stats shown regarding DEED publications stats compared to other divisions (see slides)
   b. Comments from DEED members for the PIC II Chair
      i. About ASEE 2017 in Columbus
         1. Eliminate technical sessions beginning at 7 pm unless specifically requested.
         2. Elimination of 7 am sessions has been positively received.
         3. There was general consensus that the new conference layout was a positive change (moving workshops to Wednesday).
4. DEED Post Card session went well, but room configuration was not as promised/appropriate.
5. Sunday sessions of 75 minutes produced schedule collisions that were undesirable.
6. The “Greet the Stars” session was a success and should be continued.
7. The ASEE conference planned should be rewritten in the form of a phone app, rather than provided strictly as a web interface.
8. Everyone was glad to have internet coverage throughout the venue rather than in hotspots. Stress this for future site negotiations.
9. Registration availability should be extended by at least 1 hour on Saturday to accommodate travel from multiple time zones from the conference venue.

ii. About DEED Division business
1. The DEED division passed new bylaws that were not posted.
2. The DEED division passed a dues increase that was not implemented.

iii. General ASEE comments
1. New members are unable to select divisions during on-line sign up/registration for membership in ASEE.
2. Several members have expressed opposition to board reorganization proposed by Executive Director. We decided to write a letter to ASEE leadership from DEED. Input was solicited from members in attendance and all were supportive of such a letter.

4. Division Chair’s Report – Reid Bailey
a. Steady on membership at 884 members (887 last year)
b. Reid’s focus this year was on “Year of the Future of Engineering Design Education” and highlighted by the Clive Dym panel, the student essay contest, and a workshop on envisioning future research directions
c. The 2017 DEED Service Award was given to Amir Rezaei from California State Polytechnic University, Pomona. Among his contributions to DEED are being the Program Chair (2007-8) and Division Chair (2008-9). As Chair, Amir oversaw DEED’s growth to the 3rd largest ASEE division and led the development of the Financial Assistance Program, a joint program with NISH focused on assistive technology design.
d. The winners of the 2017 DEED Student Essay Contest were announced:
   i. Graduate:
      1. Alistair Cook (Colorado St) – “Our global future require engineers and designers who are defined by their intersectionality, that is, engineers who are technically competent in their field(s) of engineering but also have global and professional skills to practice engineering design as professional global citizens”
      2. Steven Weiner (Arizona St) – “In the future, engineering design principles will underpin a new educational model that empowers students to solve problems and learn skills for the sake of improving their world.”
   ii. Undergraduate:
      1. Shreyas M. Shete and Pramod V. Desai (Rajarambapu Institute of Technology) – “The biggest innovation which will improve design education is … virtual reality.”
2. Aaron Joya and Maria Buan (Univ of Washington): “The current state of design engineering education fails to show the relationship of the design process and time thus, the future of engineering education needs a real time integrative platform to improve design development amongst engineering students.”

5. Treasurer’s Report and Rising Division Chair’s Overview – Gail Hohner
   a. ASEE has stabilized financial operations, updating account balances through 9/30/16
      i. BASS account balance on 9/30/16: $14,878.89
      ii. Estimated current BASS account balance: $12,000
   b. Primary expenses are used to support awards ($500 for Best Paper, $500 for Service, $2000 for Student Essay), and the capstone conference

6. Election of Officers
   a. Program Chair Elect
      i. Bob Rhoades from Ohio State was nominated by Gail Hohner.
      ii. With no other nominations, Bob was elected by acclamation.
   b. Directors
      i. Shawn Jordan (Arizona State), Kim Talley (Texas State), and Beshoy Morkos (Florida Institute of Technology) were nominated for the Director positions.
      ii. With 3 positions and three candidates, Shawn, Jim, and Beshoy were elected by acclamation.

7. New Business / Initiatives for 2017-18
   a. Keith Stanfield requested support from DEED for the 2018 capstone conference. DEED membership voted to approve supporting the capstone conference with $2000.
   b. DEED passed new bylaws in 2016-17, but these are not reflected on the ASEE site nor has the new dues rate been instituted. Peter Schmidt (as PIC II Chair) will follow up as will the 2017-18 DEED officers.
Introductions

• Reid Bailey, Chair
• Gail Hohner, Vice Chair and Treasurer
• Robert Nagel, Program Chair
• Jes Kuczenski, Program Chair Elect
• Directors
  • Quamrul Mazumder
  • Peter Schuster
  • Zahed Siddique
• Olga Pierrakos, ASEE Diversity Committee Representative
• Susannah Howe, Webmaster
• Peter Schmidt, Past Chair
Program Chairs Report

DEED 2017 Submission Stats

- Abstracts submitted: 126
- Abstracts Accepted: 119
- Abstracts Rejected: 7
DEED 2017 Submission Stats

119 accepted abstracts translated into ...

- Draft Papers Submitted: 79
- Draft Papers Not Submitted: 23
- Draft Papers Withdrawn: 17

DEED 2017 Submission Stats

79 draft papers translated into ...

- Accepted or Revisions Requested: 57
- Rejected following 1st Draft: 22
DEED 2017 Submission Stats

57 draft papers translated into ...

• Accepted: 52
• Rejected following 2\textsuperscript{nd} Draft: 5

DEED 2017 Submission Stats

• Papers presented as podium talks: 35
• Papers presented as posters: 2
• Papers presented as postcard sessions: 15

• 2 postcard sessions
• 6 technical sessions
• 1 all division poster session
General Article Review Information

• Maintained review to publish policy at both Abstract and Draft phases
  • Resulted in a pool of 133 total reviewers at abstract phases
  • ~10 authors pushed back on review to publish at abstract-level; 0 authors pushed back at review to publish at draft-level.
  • Did not try to maintain reviewer – abstract/draft pairing from abstract through draft phase due to attrition and my desire to ensure each paper had a reviewer who used the review feedback form.

• Developed new review feedback form based on prior review rubric. Emailed the form to reviewers and posted the form to Monolith.

DEED 2017 Submission Stats

• Workshops Submitted: 3
• Workshops Accepted by DEED officers: 3 + 1
• Workshops Accepted by PIC officers: 2 + 1
  • Pigs in Spaces-The Workshop: Doing Biomimicry
  • Self-regulated Learning in Engineering Design Projects
  • Admissions of a Dutiful Design Educator: Aiming Engineering Design Research at Areas Where Students Struggle
DEED 2017 Submission Stats

• 1 Special Session: *Teamwork Practices to Increase Gender Inclusivity*
  • Interactive Panel Session co-sponsored with the ASEE Diversity Committee
• 1 Panel Session: *From Design Clinics to Design Thinking: Building on Clive Dym’s Contributions to Engineering Design Education*
• Co-sponsorship of Distinguished Lecture: *Embracing Disabling Constraints to Enable New Horizons in Engineering Education*

PIC II Updates/Feedback
From the PIC II Chair

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From the PIC II Chair

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Feedback to the PIC II Chair

• Thoughts on the shift in ASEE schedule
• Anything else?

Chair’s Report
Division Chair’s Report

• Membership
  • 884 Members (887 last year)
• Unofficial “Year of the Future of Engineering Design Education”
  • Panel, Workshop, Student Essay Contest
• New Initiatives
  • Service Award
  • Student Essay Contest
  • Postcard Sessions, Slick Infographic

2017 DEED Service Award

Amir G. Rezaei
Professor of Mechanical Engineering
California State Polytechnic University, Pomona
2017 DEED Student Essay Contest

• Graduate Student Winners:
  • Alistair Cook (Colorado State University): Educating Engineers for International Development Careers: A Pathway to the Future of Engineering Design Education
  • Steven Weiner (Arizona State University): How Engineering Design Education Will Be Everywhere and Nowhere in 2040

• Undergraduate Student Winners:
  • Aaron Joya and Maria Buan (University of Washington): D.I.R.T. (Designing in Real Time)
  • Shreyas M. Shete and Pramod V. Desai (Rajarambapu Institute of Technology): Design Tends to Virtuality

Treasurer’s Report
BASS account 215

Balance at 10/1/15 $17,253.54

REVENUE
Dues Revenue FY16: $2,118.00
Interest Revenue: $4.86
Total Revenue FY16 $2,122.86

EXPENSE
FY2016 Annual Conference Net Expense: $172.87
Raffle Prizes for Division Mixer ('15): $189.24
Capstone Design Conference: $3,500.00
ASEE Administrative Fee: $635.40
Total Expense FY16 $4,497.51
Balance at 9/30/16: $14,878.89

SUBMITTED EXPENSES (BASS + Operating)

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Total Balance Estimate (Bass + 2016 Operating) $12,000

OPERATING ACCOUNT 315

Allocation at 10/1/2015 $856.00
Expense: $856.00
Allocation net activity at 9/30/16 $-
Diversity Committee Representative Report

Elections
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**Program Chair Elect Nominations**
Program Chair Elect Ballot – one name per ballot

Director Nominations
Director Ballot – Vote for up to 3 names

New Business? Announcements?
Let’s Eat!  Melt. 840 N High St.