

Minutes from the DELOS Annual Business Meeting: June 25, 2013

Attendees: G. Recktenwald (chair), B. Smyer, E. Kim, A. Tubesing, G. Mason, K. Meehan, N. Jaksic, G. Harris, M. Savelski, and G. Mason

1. Welcome and Introductions

2. Review and approval of proposed agenda

3. Approval of June 2012 Meeting Minutes

4. Reports

Program Chair – 108 invited reviewers/53 accepted reviewers

32 accepted papers/6-7 BYOE

Treasurer – Balance of funds as of 3/31/2013 was \$9,593.43 in BASE-DELOS and \$483.00 in the DELOS accounts, the net income was \$708.14 at the end of the second quarter of the fiscal year.

Webmaster

5. DELOS session – NSF Grantees Poster Session had 109 presenters

6. G. Recktenwald made a proposal to modify the rotation process by adding a junior program chair/senior program chair position so that the total rotation is four year. One negative that was mentioned by N. Jaksic is lack of a new past-Chair. The issue that he raised is that the past-Chairs are allowed to be considered for the PIC. He would like stronger representation of DELOS within this part of the ASEE organization. The modifications were approved by an oral vote.

a. G. Recktenwald will review the history of the DELOS organizational policies.

b. Officers for 2013/2014:

Gerald Recktenwald, Portland State University: Division Chair

Greg Mason, University of Seattle: Senior Program Chair

Kathleen Meehan, Virginia Tech: Junior Program Chair

Bridget Smyser, Northeastern University (b.smyser@neu.edu): Secretary

Ernie Kim, University of San Diego (ekim@sandiego.edu): Treasurer

Andrew Tubesing, University of St. Thomas, (tubesing@stthomas.edu): Editor/Webmaster

7. Presentation from PIC

a. Advances in Engineering Education (online journal) will assess a \$250 fee to authors who publish in the journal to cover the costs of the open-access of the journal and the ASEE conference proceedings and to help build the IT infrastructure for a better search process. It was mentioned that authors can self-publish without violating copyright.

b. There was an update on the financial state of ASEE. The costs have been managed by increasing registration fees and reducing publication costs for conference proceedings. ASEE will next review the membership fees to determine if these should be increased. A question was raised about the impact

that the increase in fees has had on membership. Membership is thought to have dropped by 2000 (~20%) over the past two years. It is not clear how much of this can be attributed to the increase in registration costs; the lingering recession could be partially to blame. A comment back to ASEE is that an increase in the membership fees and division fees could hurt membership in the divisions that are currently selected as a member's secondary division. DELOS tends to be member's second or third choice of divisions so this is of concern to DELOS.

c. Task forces: Two topics of interest have been identified. The first is access to higher education (those that can and those that can't go to college because of costs and other issues). This is a threat to engineering as we try to increase the numbers of engineering students. The second topic is K-12 system – how well is public education preparing students to go into STEM and how strong are the foundations in STEM that these students are obtaining before going into college.

d. Paper submission process: There were several problems that occurred this year - a lack of announcements and deadlines were delayed were the two major ones. A new schedule has been put forth that will be sent to the divisions for input before the deadlines are released.

e. Input to PIC: There was a request for further information on the PIC council matching funds proposal process. There is a lack of understanding of the ASEE organization – zones, area, divisions. It would be nice to have longer times with the vendors rather than skipping technical session.

8. Suggested directions for DELOS:

a. G. Recktenwald reviewed the survey results from the three sessions thus far. Interest for hands-on demonstrations was very strong as was a request for panels. It was suggested that a subcommittee/task force on special sessions (corporate sponsorship) such as BYOE (improved description and instructions) and panel topics (examples: What is the Laboratory of the Future? and What does a MOOC integrated with Labs look like?) be formed as well as a review of the Call for Papers. G. Recktenwald offered to coordinate a membership survey to identify relevant topics with a secondary goal of stimulating interest in division's activities. There is an upcoming deadline for the Call for Paper topics of July 13, 2013, which means that action on this item needs to happen shortly.

b. The website should be updated and expanded. One possible expansion is to publish a collection of papers (or links to papers) and a bibliography of past DELOS papers. Alternatively or in addition, the division could begin an effort to publish a journal, most likely an online journal. This could address the concerns about a lack of doi for the ASEE conference papers, establish an impact factor for ASEE DELOS papers, and potentially create a citation record for the authors.

c. DELOS should consider publishing a newsletter, the frequency was not discussed.

d. DELOS should consider collaborations with other divisions beyond sending abstracts that may be more appropriate for other division's session. Interdisciplinary and multi-disciplinary sessions that involve experimentation and laboratory-orientated efforts could be co-sponsored by DELOS and other divisions.