

ASEE ELOS Business Meeting Minutes

Wednesday, June 29

Minneapolis Convention Center, Room L100C

Attending: Andrew Tubesing, Hans Mayer, Dominik May, Jacob Bishop, Robbie Sanders, Bijan Sepahpour, Ahmet Can Sabuncu, Clark Hochgraf, Natasha Smith

Call to order: 11:31 pm

1. 2021 Minutes approved. (Robbie move, Dominik second, all in favor)
2. PIC III Update. John Estell could not make it so Jacob presented the update.
 - a. ASEE membership on steady downward trend (9417 members in 2022).
 - b. Our division numbers: 212 in 2022, down from 234 in 2021. A critical number for viability of a division is 125.
 - c. Early count conference attendees: 3310
 - d. Conf. best paper: Main & Griffith from ERM
 - e. ASEE Leadership hosted several listening sessions on Slayte and are working to make improvements in response.
 - f. Due to registration issues, ASEE is granting \$50 discount for attendees to 2023 dues or for Baltimore registration + \$50 for a new member referral.
 - g. Ethics committee resolved one case from 2021.
 - h. Taskforce on Teaching Excellence to establish core competencies and Engr Educator certification.
 - i. Board of Directors looking at the alignment of values of ASEE and Sponsors
 - a. VP-Scholarship and JEE Editor positions open. Those who may not meet all the qualifications but have other leadership and editing credentials are encouraged to apply.
 - b. Plans in works to transform PRISM magazine, e.g. reduce prints to 4 hard copies/year + additional digital content.
 - c. Divisions are encouraged to consider opportunities for students.
 - d. ASEE is debt free. Grants are up. Some issues with cash flow (late invoices for dues) have been addressed.
 - e. No longer a fee on BASS accounts. Membership dues will increase to cover the cost of financial administration.
 - f. Working on the mechanism for cash advances.
 - g. Division feedback to PIC representative:
 - i. Definitely need work on the Slayte.
 - ii. Happy to get the 30% fee off. Maybe we can elect not to increase the membership fees for the division.
3. Program Chair Report
 - a. Slayte
 - i. Feedback to authors was not confirmed, archived, and sometimes didn't go out.
 - ii. Weekly meetings with Slayte and program chairs – discourse was helpful and recorded.

- b. Technical Program
 - i. 39 abstracts, 27 papers (26 accepted), 22 presented (2 withdrawn & 2 no show)
 - ii. 5 sessions + 1 poster session (2 posters): Fluid/Structures/COP, Pedagogies/Resources, Best of ELOS, BYOE, IoT/Electronics/Controls
 - iii. 107 attendees across all 5. Typically, attendance was 17-25.
 - iv. Lower number of submissions this year, but last year was not in-person so there still may be an effect from those who are concerned about travel.
 - v. We can do better to communicate with members. Some issues this past year with our call not being posted in Slayte.
 - vi. Discussion on making more use of joint sessions with other divisions. Program chair can pick papers that will go to other divisions. We can solicit other divisions to have a joint session. Can select a group after the first drafts are submitted if there is a critical mass.
- 4. Treasurer report
 - a. Last update from 12/31/2021. Balance is \$11,578.20.
 - b. No best paper awards in 2021, so no expenses other than the admin fee.
 - c. Some discussion on what to do with funds. Awards are important and should be well advertised to entice people to submit to our division. Perhaps spend funds to help with recruiting. Bijan mentioned doubling enrollment (400 to 800... 4x our current enrollment) in the past by giving out awards with plaques. Make sure that it is clear in the announcement that there are 5 best awards.
 - d. Another idea mentioned was to host a panel on putting together a lab program with panelists from various disciplines.
 - e. We should also reach out to authors that had lab related papers this time to ask them to publicize our 2023 call to their colleagues.
- 5. Website Report
 - a. Not much changed since last year.
 - b. Lists leadership & has the call. Although most people get the call through Slayte.
- 6. CDEI Update – Natasha will send out slides to all the attendees.
- 7. Paper awards.
 - a. Five best papers featured in the “Best of ELOS” session:
 - i. Kim, et al, “Assessment in the Engineering Programs of a 4-Year Institution”
 - ii. Shepard, et al, “BYOE: Making Connections between Fluid Mechanics and Abstract Painting”
 - iii. O’connell and Wong, “MATLAB Curriculum Based in Experimental Setups with Authentic Data Collection and Analysis Experiences”
 - iv. Smyser, “Comparing labs before, during, and after COVID in a Measurements and Analysis Course”
 - v. Mayer, et. Al, “Heaving Homemade Buoys: A project Leveraging Smart Phone Movies and MATLAB-Based Image Processing to Teach Dimensional Analysis in an Undergraduate Fluid Mechanics Course”
 - b. Reviewers can nominate best papers.
 - c. No reviewers nominated for DEI awards.
 - d. Tom Shepard was our nominee for Pick III award but not selected.
 - e. Need to get plaques for next year. Ahmet volunteered to transport the plaques.

8. The following officer slate was voted on and approved for AY 2022-2023.
 - a. Director: Bijan Sepahpour
 - b. Director: Not filled yet
 - c. Director: Not filled yet
 - d. Past Chair: Jacob Bishop
 - e. Division Chair: Robby Sanders
 - f. Program Chair: Natasha Smith
 - g. Assistant Program Chair: Dominik May
 - h. Secretary: Hans Mayer
 - i. Treasurer: Andrew Tubesing
 - j. Webmaster: Ahmet Can Sabuncu

9. New business:
 - a. Andrew brought up the importance of increasing awareness of lab managers, non-faculty engineering educators, shop personnel, etc. regarding opportunities as ELOS members. There was a lengthy discussion of this topic, and ideas included offering of virtual lab tours, bringing this opportunity to the attention of ASEE Campus Reps, and increased use of the ASEE Hub. It was suggested that an ad-hoc committee chaired by Andrew be established to further explore these topics.
 - b. Dominik shared an idea regarding the procurement of literature related to laboratory experiments with a focus on on-line labs and other lab experiments. There was a lengthy discussion on this topic. Bijan shared an idea to establish a panel of up to 20 people for next year's conference with each panelist providing a 1-2 minute overview of what they do related to such experiments, etc. It was suggested that an ad-hoc committee chaired by Dominik be established to further explore these topics.

Meeting adjourned 12:35 pm.