



ETD Executive Committee Meeting Minutes 3 February 2016

The Executive Committee Meeting of the ETD was called to order at 4:05 PM on February 3, 2016 by Scott Danielson, Chair of ETD, in Austin, TX. Attendees were Ed Tezak, Secretary, David Goodman, Treasurer and CIEC ETD Program Chair, Jay Porter, Vice Chair Communications, Marilyn Dyrud, Member-at-Large, Scott Segalewitz, Membership Chair and Member-at-Large, Ken Burbank, ETC Chair, Walt Buchanan, ETD Listserv, Ron Land, ET National Forum. Chuck Edmonson, Verna Fitzsimmons, Keith Johnson, Ken Rennels, Andrew Grossfield, Athula Kulatunga, Gary Steffen, William Fitzgibbons, Frank Hart, Pat Fox and Elaine Cooney were also present. Vladimir Genis, JET Editor, Fatih Oncul, Chair for ASEE Annual Programs and Marjan Eggermont, PIC II Chair were absent.

Walt Buchanan moved to accept the ETD Executive Committee Meeting Minutes of June 14, 2015. The motion was seconded by Marilyn Dyrud and approved unanimously.

OFFICER and ETD COMMITTEE REPORTS:

Treasurer's Report: David Goodman gave the Treasurer's Report. Data that is available is based on unaudited financial statements from ASEE dated 9/30/2015. The allocation from ASEE for the ETD Operating Account (#F024) is one dollar per ETD member, which is estimated at about \$552. This is a use or lose account from ASEE. The ETD BASS Account (#FB24) has a balance of \$89,223.05 as of 9/30/2015. Encumbrances total \$23,200. Roughly speaking we have approximately \$81,000. The CIEC distribution from the 2015 Conference was \$4339.58. David will update the Treasurer's Report when the ASEE audit is final. Incoming funds will be assessed at 30% by ASEE. Walt Buchanan moved to accept the Treasurer's Report of February 3, 2016. The motion was seconded by Marilyn Dyrud and approved unanimously. Scott Danielson suggested that we think of ways to spend for the good of the division.

ASEE Program Chair 2016: Ed Tezak reported for Rob Weissbach. He sent in a short rundown of information regarding the ASEE conference this June in New Orleans. He has been trying to see if he can access the number of paper submissions online, but has been unsuccessful so far. Fatih Oncul sent in an update on the numbers and are incorporated here. There were 110 abstracts, 84 drafts submitted and there are 88 reviewers for the 2016 ASEE conference in New Orleans. Full paper submissions were due by February 1st. The following sessions have been scheduled: Exec and Business meetings, the McGraw/Berger Banquet at the Hilton Riverside Hotel, a strategic planning session, 15 technical sessions and a poster session. There is also a Division Mixer from 4:15 – 5:45 immediately before the Welcome Reception.

Vice Chair Communications: Jay Porter reported as follows.

The ETD site requires continued maintenance and he is asking the officers from the represented groups (ETD, ETC, ETLI, and ECETDHA) to continue monitoring the website and sending updates as required. Please remember to send updates to Jay for posting in a timely manner. He has no other reliable way of receiving current information than through your active participation. This especially includes updated organization lists and current organization minutes. Getting these posted as soon as possible is critical to keeping our respective memberships up-to-date with our activities.

Issue (Resolved): The two- and four-year lists for ET Department Heads have been revised by Walt Buchanan (4-year list) and Stuart Asser (2-year list).

Issue (Ongoing): The interactive ET Program search engine at the Institute of Technology – West Virginia University (etd.wvutec.edu) is no longer functional. He has temporarily removed the link until the issue can be resolved. Exchanged email with Frank Gourley. The problem is a lack of software support for the database and search engine. There is no resolution at this point.

Jay indicated it is getting harder to have website support from A&M. He suggests moving to an outside source for the ETD website. Ron Land suggested a web site for the ETD using NSF money from a previous grant currently supported at Sinclair CC. Scott asked Jay to put a proposal together for a long term site solution.

Please send comments, feedback and suggestions about the ETD website to Jay Porter at jporter@tamu.edu.

ETD Listserv: Walt Buchanan reported on the Listserv Members. There are 4267 total members of which 2791 are at 404 four-year colleges, 1013 are at 308 two-year colleges, and 463 members are at 396 various organizations, corporations and government. There are 202 subscribers that have non-institutional email addresses. 57 countries are represented.

Elections: Keith Johnson discussed the progression of the Division Chair to the CIEC Board. There needs to be 2 members of ETD on the CIEC Board. Right now the rules involve the Division Chair who is automatically on the CIEC Board. This requires a 4 year commitment by the chair since the past chair remains on the CIEC Board. There was discussion about having an election to identify separate members of ETD to be on the CIEC Board, which would be a two year commitment, and relieve the ETD Chair of a four year commitment. There was no move to do so at this time. The Member at Large, Secretary and the vice Chairs for ASEE and CIEC Conferences need to be elected this year. Marilyn volunteered to be the Vice Chair for CIEC. Keith will need some recommendations. This is an opportunity to get young faculty involved. Think of people that have been coming to the conferences and get them involved. Note there is a stipend of \$500 for each conference for the Chair and Vice Chair for CIEC and ASEE programs and a planning meeting for the CIEC Chair. Keith will research what needs to be done and get back to the Exec Board. Ken Rennels

suggested identifying an assistant CIEC conference chair since there is a meeting tomorrow. Keith Johnson indicated he is willing to volunteer for that two year commitment.

OTHER REPORTS:

PIC II Chair: Ed Tezak indicated Marjan Eggermont did not send in a report.

ETC Report: Ken Burbank reported that ETC no longer meets at CIEC for their Exec Committee meeting. They have moved it to the ETLI conference in the Fall and their other meeting will remain at the Annual ASEE Conference in June.

Ken sent in the following report:

The following highlights some of the important ETC activities of the past year being addressed by both the ETC institutional representatives and Engineering Technology Division members.

ETC Executive Board Meetings

Meetings of the ETC Executive Board were held at the 2015 ETLI meeting and the 2015 Conference on Industry Education Collaboration in Palm Springs, CA, as well as at the annual conference. The ETNF and ETLI committees continue to hold monthly conference calls with several Board members present.

Engineering Technology Leaders Institute (ETLI)

The 2015 ETLI was held in Washington, DC, on October 9, with good participation. The title of this year's Leaders Institute was "Engineering Technology: Building a Strong Future". Now in its third year in Washington, the ETLI meeting is drawing a strong representation of the Engineering Technology leadership, to discuss common issues and common aspirations. The panel session on graduate education was informative in displaying the breadth of graduate opportunities for ET graduates. The second session addressed the value statement generated through the ET National Forum, and a lively debate continued on into the dinner hour.

Engineering Technology National Forum (ETNF)

The members of the ETNF continue to explore ways to increase opportunities for ET graduates, both in their professional careers and in their continuing education. The work with OPM and other agencies continues, and the NAE study on the "Engineering Technology Education in the United States" is still underway, with a report expected sometime early in 2016. The ETNF continues to refine the ET value proposition and the conversation at ETLI, as described above, has identified new approaches are needed. Both ABET and ASEE were identified as key players.

ASEE Annual Conference

The Engineering Technology Council uses the annual James H. McGraw award to honor an ETD member who has advanced the cause of engineering technology education. This year's honoree is Ronald Land, from Penn State New Kensington.

Ron Land is the current chair of the ETNF and has led many of the ETC efforts seeking acceptance of engineering technology graduates for federal engineering positions.

2016 CIEC: David Goodman reported that there were 60 ETD registrants.

The following activities are planned:

- 1) One Workshop (Internet of Things, with speaker Patrick Kane),
- 2) Eight Sessions, Five paper sessions (with 23 total papers), 3 panels (ETNF, Deans Panel and Industry Roundtable), we lost one slot to make room for Industry Plenary Speaker.
- 3) Poster session (with a dozen posters, 3 from ETD which includes 2 mini-grant winner).
- 4) Meetings which include ETD Board Meeting, ETD Breakfast and Business Meeting, ETD Breakfast and 2017 CIEC Planning Meeting, ECETDHA Board Meeting, and JET Meeting.
- 5) An ETD Hospitality Event.

All moderators and speakers have been recently contacted. Gary Steffen is responsible for the Audio visual support. 2015 Award Winners have been notified. All papers have been collected for the proceedings, and the option to include slides has been offered.

ETAC of ABET: Scott Danielson indicated that the numbers of US visits are up and international visits are down. New criteria 3 & 5 are out for EAC comments. ETAC is looking at changing criterion 3. Applied Engineering is getting discussion to allow programs to be accredited by ETAC. ABET is looking to get young volunteers to be PEVs.

Member-at-Large: Marilyn Dyrud reported that she finished the 2013 bibliography.

Strategic: Scott Danielson has not done any updates. He did get a copy of an operating guide for the program chair and vice chair.

Tau Alpha Pi: Dr. Michael Johnson sent in his report. Currently there are 77 active chapters. As of June 1, 2015, thirty eight chapters inducted 426 new members. The table below provides comparisons for the last four years. For the 2014 mid-year mark, the number of inductees has risen from 386 to 426. Chapter membership dropped from 77 to 71. The complete report is attached.

JET: Ed reported for Vladimir Genis on JET activities.

The current account balance is \$98,178.80. Including Account Receivables, Total Projected Balance is \$105,762.80. The **Fall 2015 JET** issue was published and mailed to subscribers in November 2015. Three (3) manuscripts are currently ready for Spring 2016 issue, one (1) manuscript is in the second round of peer review and it is anticipated to be ready for the Spring issue. Several manuscripts are undergoing the first stage review. The **JET** Editorial Board will be changed.

Tom Hall announced his resignation as a Subscription Editor due to his ABET-related commitments. JET looks for candidates to replace Tom.

Susan Sarapin announced her resignation as a Copy Editor for personal reasons. She recommended a possible replacement. Continuing in their current positions

are: Vladimir Genis – Editor-in-Chief

Walt Buchanan – Advertising Editor

Marilyn Dyrud – Communications Editor

Susan Scachitti – Production Editor

Sean Falkowski – Manuscript Editor

There were proposed changes in the JET workflow and Bylaws.

OLD BUSINESS

Membership: Scott Segalewitz noted that there are not many new ETD members. Membership has declined from over 800 in 2001 to about 550 at present. Scott is putting together a list of benefits. He is going to send out a survey to ETD to ask about potential benefits. He will ask the members of the ETD Listserv why they are members of ETD and ask those who are not members of ETD why they are not members. As a recruitment tool he suggests ETD pay new members a membership fee for a year or two.

Mini-Grants: Ken Rennels reported on Mini-Grants. \$5000 was allocated last year. There were 15 proposals received. The Review Committee consisted of: Marilyn Dyrud, OIT, Anne M. Lucietto, Purdue, Robert Weissbach, Penn State, Ken Rennels, IUPUI.

Evaluations were made using grant guidelines. Two applicants did not follow instructions and supply a letter from their dean with matching funds.

Recommendations:

Jane LeClair \$1000

M. Moin Uddin \$1500

Gretchen Mosher \$2500 of \$4,284 asked.

Jane is a repeat awardee. There are no rules against it.

Jay Porter moved to fully fund all three and Scott Segalewitz seconded. The motion passed unanimously. Jay Porter moved to revise the Guidelines for awardees requiring them to sit out two years before resubmitting another application. Marilyn Dyrud seconded. Motion passed unanimously.

ETLI: Pat Fox announced that ETLI will meet on 23 September in Arlington, VA at the Western. There will be 3 sessions: ABET, professional societies and government and industry.

ETNF: Ron Land sent in the following report. ETNF has focused on 3 activities since ETLI: First, members have been actively involved in the planning committee for ETLI 2016. Conference calls have been occurring approximately every 6 weeks since the last ETLI. Elaine Cooney is the new chair; however, Pat Fox has continued to be an active participant in the planning sessions.

The other two activities are specifically related to the ETNF: Next revisions of the draft 'Engineering Technology value proposition' statements (one for students/parents, one for potential employers, & one for academic institutions) have been created based on reactions at ETLI, and have been committed to sample, 2-fold, editable brochure forms. Examples of the brochures will be handed out at the ETNF session. Hope is to have one final round of comments/suggestions after which ETC leaders can decide how to go forward with this project.

ETNF members have begun developing a website that is intended to support the adopted catch phrase, "The degree is engineering technology, the career is engineering," The primary intent is to create a resource available to all ETC member schools that will help answer both prospective students and their parents regarding what ET education is w.r.t. careers. The core idea of the website is to showcase photos (and eventually videos) of BS-ET graduates at their workplace along with identification of their career roles and titles. The visual evidence provides strong support for the catch phrase. A very rough draft site is up and accessible and will be shown at the ETNF session. A move of the draft site to a more professional site, available at Sinclair CC, is in the works. A cameo of that site will also be reviewed at the ETNF session. If ETC leadership agrees that this is a valuable effort, creation of a working group to guide the development will be called for.

NEW BUSINESS:

Outreach to Community Colleges: Scott Danielson noted that this community used to be more involved. He suggested that the Division come up with ideas to increase their involvement.

Walt Buchanan referenced Carol Richardson's suggestion to provide support to the Berger Awardee for travel. This will be on the agenda in June.

The meeting was adjourned at 6:10 PM.

Respectfully submitted,

Edward G. Tezak
Secretary
Engineering Technology Division



Tau Alpha Pi

Fostering Excellence in the Engineering Technology Education
 Engineering Technology's Highly Respected Undergraduate Honors

Organization

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2016 CIEC Report – Tau Alpha Pi

Summary of activities to January 2016 are outlined below. Please feel free to contact Ashok Agrawal (a.agrawal@asee.org), Michael Johnson (mdjohnson@tamu.edu), or Christian Evangelista (C.Evangelista@asee.org) should you have any questions.

Chapter and Membership Status

Currently there are 77 active chapters. As of June 1, 2015, thirty eight chapters inducted 426 new members. Table below provides comparison for the last four years.

Year	As of June 1	Full Year
2011	498 members/ 85 chapters	583 members/ 85 chapters
2012	483 members/ 85 chapters	521 members/ 81 chapters
2013	335 members/ 81 chapters	488 members/ 81 chapters
2014	386 members/ 77 chapters	457 members / 77 chapters
2015	426 members/ 71 chapters	-

For 2014 mid-year mark number of inductees has risen from 386 to 426. Chapter membership dropped from 77 to 71. The following chapter's membership has lapsed due to inactivity.

- Broome Community College (2008)
- DeVry, Kansas City (2008)
- DeVry, Dallas (2007)
- DeVry University, Pomona (2008)
- Lake Land College (2007)
- University of Toledo (2008)

Financials

	FY 2011	FY 2012	FY 2013	FY 2014 (YTD)	FY 2014 (YTD)
Total	\$ 24,751	\$ 21,665	\$ 17,053	\$ 20,605	\$ 14,015

Revenue					
Total Expenses	\$ 16,702	\$ 19,310	\$ 9,904	\$ 7,555	\$ 3,540
Net Balance	\$ 8,049	\$ 2,355	\$ 7,149	\$ 13,070	\$ 10,475

Recent Activity

- At the 2015 ASEE national conference, the board discussed the dissolution of the separate 5013c for TAP; this is an organization that is separate from ASEE national. It was decided to proceed to get information from various TAP stakeholders.
- A survey was sent out to various TAP stakeholders to get their views about the dissolution of the separate 5013c. The results are below.
- The TAP national constitution was consulted to ensure that no additional steps are necessary to dissolve the 5013c; there are not.
- The dissolution will be put to a vote at the upcoming TAP board meeting at the ASEE meeting in New Orleans
- Tengiz Sydykov is no longer providing administrative support for TAP from ASEE; he has taken a position with George Washington University. Christian Evangelista is now providing support for TAP

Summary Survey Results

- Almost 85% of respondents approved of the dissolution of the separate 5013c for TAP
- Feedback as to whether TAP should join the ETD or the ETC was evenly split: 13 for ETD, 12 for ETC; the remainder were either