ETD Executive Committee Meeting Minutes 8 Feb 2023

The Executive Committee meeting of the ETD was called to order at 4:45pm on February 8, 2023 by Christopher LeBlanc, Division Chair of ETD in person in Charleston, South Carolina during the ASEE CIEC Conference.

The following persons were present in-person: Clay Gloser, Rob Weissbach, Hugh Jack, Marilyn Dyrud, John Irwin, Marty Gordon, Chris LeBlanc, Gary Steffen, Orlando Ayala, Frank Hart, Keith Johnson, Susan

The following persons were present on zoom: Weihang Zhu, Peter Golding, Amit Bandyopadhyay, Vukica Jovanovic, Michael Johnson, and Whi Zhan

Minutes of the previous meeting were distributed electronically prior to the meeting. The minutes were scrolled through and reviewed by meeting attendees. ETD minutes of June 28, 2022 were accepted as presented. The motion passed unanimously. Agenda for this CIEC meeting adjusted to start with Communications report.

OFFICER and ETD COMMITTEE REPORTS:

- **Communications – Weihang Zhu (copy attached)**
  - Took over for Jay Porter and transitioned engtech.org from Texas A&M to WordPress as the new host with domain name good for 9 years.
  - Sent email to Chris for transitioning listserv, Weihang will check on price.
  - Chris will follow up with Walt Buchanan to transition listserv, and Chris will send new image for website
  - The webmaster email does not go to Weihang, send message to his email directly.

- **Treasurer Report - Wei Zhan (copy attached)**
  - BASS Account
    - $2720.22 in income; $1,657 in expenses
    - Best Paper Award 1,000 was paid
    - Balance is $38,304
  - Marty updated that the BASS account has been zeroed out because of ASEE financial crisis, and there will be a financial town hall coming Feb 15. All activity needs to be revenue neutral.
  - $4500 in encumbrances
  - CIEC is in a separate bank and was not zeroed out same as BASS accounts Account has $23,826 and has no update since last report in June 2022, (Each Division of the CIEC have separate accounts).
  - Chris reported that this CIEC reserved 610 rooms and 510 were booked.
- **2023 ASEE Conference Report - Amit Bandyopadhyay (copy attached)**
  - 96 abstracts, 3 rejected, no draft papers as of yet, and Feb 14 is the deadline.
  - There were two to three abstract reviewers for each paper.
  - There are some issues with Monolith, but better than Slayte
  - Marilyn clarified that the ASSISTANT VICE-CHAIR FOR ANNUAL PROGRAMS (Mohammad Moin Uddin) should assist the Annual Programs Chair with organizing the reviews, and Amit will follow up with him.
  - Some reviewers are not getting notices to review papers, (Orlando & Clay).
  - Weihang reported submitting a draft paper and Chair is not seeing any papers submitted.
  - Peter Golding provided information that there is a contact at monolith/NEMO to report issues.
  - Amit has arranged for the ETD business meeting at the Annual Conf in June confirmed the time with Peter.
  - No money in BASS account, and need to schedule a plan for the ET Award Dinner with revenue neutral costs.

- **2022 ASEE Annual Conference final report Vukica Jovanovic (copy attached)**
  - Lower submission rates than previous conferences
  - Slayte caused issues, so switched to google drive provided link

- **CIEC Strategic Planning Group – Chris LeBlanc**
  - CIEC 2026 is in Henderson (Las Vegas) small working group discussed establishing selecting a location to repeat each year.
  - CIEC does not use ASEE conf in a box
  - Taking volunteers to assist

- **Elections and Nominations - Clay Gloster (copy attached)**
  - Need to run an election for Chair, Treasurer, & Member -at – large
  - Call for nominations has been sent out
  - Also need CIEC Vice-Chair, CIEC has guidelines, not bylaw reviewed by ASEE.
  - ETD Chair can appoint a person for this position.

- **Other Reports**
  - **ETC Report – Martin Gordon**
    - Differences in ETD (focused on present) and ETC (focused on the future)
    - ETD represents individuals and ETC represents institutions.
    - ETC members need to be institutional reps
    - ASEE has four Councils, and each Chair is on the ASEE Board
    - PE licensure has come from 9 to 4 “hell no” states.
    - NY is petitioning NSPE board to treat ET grads equally
    - Disciplinary orgs should consider joining as ASEE corporate members
    - Lewis Burke not funded, need temp fix to fund 30k per year for ETC
    - Awards Berger McGraw, Ray – there are nominees
    - Tau Alpha Pi – ASEE is considering that there has not been responses from leaders (may need to revisit affiliation).
  - **ET Mini Grants Marilyn Dyrud (copy attached)**
    - Needs one more person to evaluate the submissions.
- Request for $15,000 for grants was made, but BASS accounts were suspended.
  - Motion was made by Rob W. to suspend mini-grants and seconded.
    - Motion passed on unanimous voice vote
- Members at large: Membership - Michael Johnson
  - 340 members is down from 818 from 1999
  - Get word out for more members to join ETD
  - ET programs are on the decrease nationally.
  - One indication is the frequency of ETAC ABET program terminations.
- ABET ETAC Report – Frank Hart
  - There are new ET programs being added each year
  - Adding general criteria for adding the statement “protect health safety and Welfare” would help with PE licensure
- JET Report – Marilyn Dyrud (copy attached)
  - Need more manuscript submissions.
  - Treasurer of JET should be invited to the ASEE Financial Town Hall

Meeting adjourned at 6:05pm. Minutes recorded by ETD secretary John Irwin
1. Dr. Jay Porter (TAMU) and Dr. Weihang Zhu (UH) worked together on the website transition. We also received support from TAMU IT manager.

2. www.engtech.org has been migrated from TAMU to WordPress. I redesigned the website user interface and migrated the files gradually. We followed the ASEE brand guide in designing the website. After the engtechorg.WordPress.com website is created, it was linked to engtech.org on July 27, 2022. This allows it to be visited as engtech.org through web browsers.

3. JET journal website is also migrated together.

4. The cost of WordPress is $180+$11.88 tax per year, starting from July 2022. Currently Dr. Zhu uses his personal credit card on this website and set up the automatic renewal on June 6. The next renewal date is June 6, 2023.

5. Engtech.org domain name has been renewed until 03/21/2032 through www.gkg.net domain service. The cost is $110.07.

6. Thanks to Treasurer Dr. Wei Zhan, Dr. Zhu has got the reimbursement for the cost of WordPress and domain name.
American Society for Engineering Education  
Engineering Technology Division  
*Treasurer's Report - CIEC Conf ETD Executive Committee Meeting - North Charleston, SC  
February 8, 2023

<table>
<thead>
<tr>
<th>ETD 1BASS Account (229)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Beginning Balance at 9/30/2021</strong></td>
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</table>

### Income

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dues Revenue YTD FY22:</td>
<td>$2,190.00</td>
</tr>
<tr>
<td>ASEE's Membership Allocation Funds-Oct 2021</td>
<td>$369.00</td>
</tr>
<tr>
<td>Interest Revenue</td>
<td>$36.22</td>
</tr>
<tr>
<td>FY2022 ASEE PIC Fund</td>
<td>$125.00</td>
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**Total Income**: $2,720.22

### Expenses

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Best Paper Award</td>
<td>$1,000.00</td>
</tr>
<tr>
<td>ASEE Administrative Fee:</td>
<td>$657.00</td>
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**Total Expenses**: $1,657.00

**Ending BASS Balance at 6/30/2022**: $38,304.35

### Outstanding Encumbrances

<table>
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<tr>
<th>Description</th>
<th>Amount</th>
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<tbody>
<tr>
<td>2022 ETD Mini-Grant</td>
<td>$2,500.00</td>
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<tr>
<td>2023 Berger/McGraw Award and dinner (est.)</td>
<td>$2,000.00</td>
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**Total Outstanding Encumbrances**: $4,500.00

**Projected Balance as of 02/08/2023**: $33,804.35

### ETD Total

**Projected Balance as of 02/08/2022**: $33,804.35

**Footnotes**

1Bass is the acronym for Banking and Accounting Services System.

2Based on audited Financial Report dated 6/30/2022
**ETD Account Balance:**

<table>
<thead>
<tr>
<th>Currently in Ba</th>
<th>as of January 17th, 2022</th>
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<tbody>
<tr>
<td><strong>ETD Account Balance:</strong></td>
<td><strong>$24,623.61</strong></td>
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### CIEC 2022 Recap

#### Conference Breakdown for ETD

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<tr>
<td><strong>Profit</strong></td>
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<tr>
<td>Guaranteed from CIEC</td>
<td></td>
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<tr>
<td>Profit -registrations</td>
<td></td>
</tr>
<tr>
<td>Total</td>
<td></td>
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#### Expenses

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<tbody>
<tr>
<td>Travel Grants</td>
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<tr>
<td>Hospitality</td>
<td></td>
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<tr>
<td>Owed from Comps</td>
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<tr>
<td>Total</td>
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<tr>
<th>Owes CIEC subtracted from</th>
<th>any CIEC Profits</th>
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| Total to CIEC             |                          |

### Total paid participants

*divided by number of division registrations*
<table>
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<tr>
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<th>Profit CIEC 22'</th>
<th>total</th>
<th>Note</th>
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<tr>
<td></td>
<td>-797.53</td>
<td>$23,826.08</td>
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see box below for explanation

$1,000.00

#Registrations -
Plus Others =

Total

($1,797.53)

0

-$1,797.53

0.00

-$797.53

Each division gets .25 of those in the Other Category (50) + 5 CMC or 55 divided by the four divisions equals 13.75 rounded off to 14
1. Total 96 Abstracts were submitted to the Engineering Technology Division
2. 3 abstracts were rejected based on the reviews’ ratings and comments
3. Need committed reviewers to review the full papers, some reviewers even agreed to review were non responsive resulting other reviewers had to take up the loads.
4. No ETD money to supplement ETD special events (like Award night), ticket price must cover all the cost. Waiting for input if the event should be on site or off site, which evening, number of estimated attendee etc.
Technical Sessions:

Note: Despite a session being listed for posters, all papers will be presented in technical sessions. All times listed are local conference times.

**SUNDAY, JUNE 26**

**U85450 - ETD - A Technology Potpourri I**
SUNDAY, JUNE 26 @ 1:15 PM - 2:45 PM CDT, Venue: Convention Center, Room: 205B
- ‘All Together Now’ - Integrating Horizontal Skills in Career Technical Education Classes with Making and Micro-manufacturing
- A.S. degree Career Pathway within the Florida State College System that includes a Professional Engineering License
- Innovative University-Based Regional Workforce Development Experience
- Students’ Lived Experiences with the Integrated STEM Activities

**U85451 - ETD - A Technology Potpourri II**
SUNDAY, JUNE 26 @ 3:00 PM - 4:30 PM CDT, Venue: Convention Center, Room: 205B
- Apropos Students Temporal Exam Effort and Performance
- 5S Program Implementation in Homeowner’s Garage: A Case Study
- Using Shaking Table Experiments for Material Characterization and Vibration Analysis (WIP)
- Automated Door System with Thermal Scan

**MONDAY, JUNE 27**

**M85452 - ETD - A Technology Potpourri III**
Venue: Convention Center, Room: 205B, MONDAY, JUNE 27, 9:45 AM - 11:15 AM CDT
- Blending the Entrepreneurial Mindset into a Learning Module with a HVAC Design Project: Pilot Implementation
- Incorporating a Milestone-Based Project Based Learning Method in a Foundry Course
- Acquiring Testing of Materials Experience Through 3D Printing (WIP)
- Using a Toaster Oven for a Transient Heat Transfer Lab

**M85453 - ETD - ET Curriculum and Programs I**
Venue: Convention Center, Room: 205B, MONDAY, JUNE 27 @ 1:45 PM - 3:15 PM CDT
- A Highly Integrated and Successful Approach to Program Development and Implementation of Accreditation Strategies for an Engineering Technology Program
- Choose Ohio First – IMProving RETention and Student Success in Computing (COF-IMPRESS-C) – Second Year Progress Report
- The Impact of the Industrial Advisory Board on the Governance of Engineering Technology Programs
- An Analysis of Student Retention Efforts in Engineering Technology Programs

**M85710 - ETD Technical Session 5 - ET Curriculum and Programs II**
Venue: Convention Center, Room: 205D - MONDAY, JUNE 27 @ 1:45 PM - 3:15 PM CDT
- Experiences during the implementation of two different project-based learning assignments in a fluid mechanics course
- Modular Hydrostatic Vehicle used for Engineering Technology
- Students Perceptions on the Use of AutoCAD Activities in Courses of the Mining Engineering Program
- Combining Problem-Based Learning with the KEEN ‘s Framework for Entrepreneurially Minded Learning in a Fluid Mechanics Course: Pilot Implementation
M8581 - ETD Technical Session 6 - Curriculum and Programs III
Venue: Convention Center, Room: 205B, MONDAY, JUNE 27 @ 3:30 PM - 5:00 PM CDT
- Hacking and Penetration Testing in Cybersecurity Education
- Motivating Students to Learn Basic Electronic Theories by Adopting Them in Different Courses
- Industrial Distribution and Warehousing in Industry 4.0 era: A survey
- A Pilot Course as a Step towards New Academic Programs in Renewable Energies

TUESDAY, JUNE 28
ETD - Technical Session 7 - ET Pedagogy I
Venue: Convention Center, Room: 205B, TUESDAY, JUNE 28 @ 1:45 PM - 3:15 PM CDT
- Soft and Hard Skills Balance among Engineering & Engineering Technology Graduates
- Improving Academic Performance of First-Generation Students: A Case Study of Mentoring Program
- Augmenting undergraduate Engineering Technology education through applied research
- Shall We Keep Using Zoom etc. after the Pandemic?

T85701 - ETD Technical Session 8 - ET Pedagogy II
Venue: Convention Center, Room: 205B, TUESDAY, JUNE 28 @ 3:30 PM - 5:00 PM CDT
- Expanding Structural Engineering Education through Virtual Reality
- Student Learning and Confidence in a Technology Management Graduate Statistics Course
- A Conscious Research Implementation: Research Integration in the Classroom

WEDNESDAY, JUNE 29
W85455 - ETD - STEM Issues in ET I
Venue: Convention Center, Room: 205B, WEDNESDAY, JUNE 29 @ 11:30 AM - 1:00 PM CDT
- Lessons Learned from Teaching Engineering Classes Online during COVID-19
- Virtual Problem-Based-Learning Instruction in the Era of the COVID-19 Pandemic – What Could Possibly Go Wrong & What Can One Do About It?
- Impact of COVID-19 on Capstone Projects Outcomes
- The Impact of COVID19 on Students’ Learning Outcomes in a Thermodynamics Course

W85456 - ETD - STEM Issues in ET II
Venue: Convention Center, Room: 205B, WEDNESDAY, JUNE 29 @ 3:30 PM - 5:00 PM CDT
- Do They Need What We Teach? A Comparative Study of What Advanced Manufacturing Frameworks Require and What Employers Desire
- Teaching AutoCAD in E-learning and Face-to-Face Styles for Undergraduate Engineering Technology Students During and after COVID-19 Pandemic
- Student and Faculty Perspectives on Undergraduate Cheating Frequency and Severity

Business Meetings
MONDAY, JUNE 27
M85460 - ETD - Electrical and Computer Engineering Technology Department Heads Association (ECETDHA) Meeting
Venue: Convention Center, Room: M100C, MONDAY, JUNE 27 @ 11:30 AM - 1:00 PM CDT

M85459 - ETD - Mechanical Engineering Technology Department Heads Meeting
Venue: Convention Center, Room: M100E, MONDAY, JUNE 27 @ 11:30 AM - 1:00 PM CDT

TUESDAY, JUNE 28
T185461 - ETD - Journal of Engineering Technology (JET) Board Meeting
Venue: Convention Center, Room: M100B, TUESDAY, JUNE 28 @ 7:00 AM - 8:00 AM CDT

T285463 - ETD Executive Board

pg. 2
Venue: Convention Center, Room: M100FG, TUESDAY, JUNE 28 @ 8:00 AM - 9:30 AM CDT

T85468 - ETD - Engineering Technology Leadership Institute (ETLI)
Venue: Convention Center, Room: M100FG, TUESDAY, JUNE 28 @ 8:00 AM - 9:30 AM CDT

T11464 - ETD, CEED, CPD, CIPD - 2023 CIEC Board Meeting
Venue: Convention Center, Room: M100B, TUESDAY, JUNE 28 @ 3:30 PM - 5:00 PM CDT

W185465 - ETD - Tau Alpha Pi Meeting
Venue: Convention Center, Room: M100A, WEDNESDAY, JUNE 29 @ 7:00 AM - 8:00 AM CDT

W285466 - ETD - Engineering Technology National Forum
Venue: Convention Center, Room: M100FG, WEDNESDAY, JUNE 29 @ 8:00 AM - 9:30 AM CDT

W75699 - ETC Board of Directors Meeting
Venue: Convention Center, Room: M100B, WEDNESDAY, JUNE 29 @ 9:45 AM - 11:15 PM CDT

W85467 - ETD - Focus on ETAC Accreditation
Venue: Convention Center, Room: M100HI, WEDNESDAY, JUNE 29 @ 11:30 AM - 1:00 PM CDT

W85462 - ETD Business Meeting, ETC Business Meeting and Best Paper Awards Luncheon
Venue: Convention Center, Room: L100D, WEDNESDAY, JUNE 29 @ 11:30 AM - 1:00 PM CDT

Social Events

U675668 - ASEE DIVISION MIXER
Venue: Convention Center, Room: Ballroom A, SUNDAY, JUNE 26 @ 4:30 PM - 6:00 PM

U775614 - ASEE TASTE OF MINNEAPOLIS
Venue: Convention Center, Room: Convention Center Plaza, JUNE 26 @ 6:00 PM - 8:30 PM

M785470 - ETD - McGraw/Berger Award Dinner
photos click here
Venue: The Capital Grill, MONDAY, JUNE 27 @ 7:00 PM - 9:00 PM CDT
2022 Frederick J. Berger Awardee:
Dr. Alok K. Verma

Dr. Verma serves as the Department Head and Powell Chair Professor in the Department of Marine Engineering Technology at Texas A&M University Galveston. Prior to this post, Alok spent many years serving as a professor and academic leader in the Frank Batten College of Engineering and Technology at ODU. His many awards include: The ASEE Isadore Davis Award in 2018, the John R. Broderick Diversity Champion Award, ODU in 2014. And the Excellence in Industry Partnering Award in the Batten College of Engineering and Technology at ODU in 2004. Alok has also built an impressive service record in both his professional groups and his home communities. He served as the Assistant CRC Conference Chair both in New Orleans, LA in 2018 and Tampa, FL in 2019. He then served as ETD Program Chair for both the 2020 CIEC in Orlando, FL and the 2021 CIEC in Garden Grove, CA. He served as ETC Institutional Rep at ODU in 2019-20. He has also contributed to many other professional and community organizations and is a Champion for Diversity and Inclusion in both his local and professional communities.
publishing, and teaching. Service includes leadership in professional organizations, ABET, ASEE, ASME, and chair of the ETAC and is a PEV for both EAC and EBD the director of the ET Area Delegation, which includes the ABET Board. He has been the division chair of the Mechanics Division and ETD of ASEE. Scott was named ASEE’s Isadore T. Davis Award and was also selected.

He also served as co-editor for the ASME BOK (2013), charged with updating the Board of Overseers for Manufacturing Committee of Manufacturing
Interdivisional Town Hall

From the Interdivisional Town Hall Chairs:

“The Interdivisional Town Hall Planning Committee warmly welcomes you to revisit the topic of the Engineers of the Future with the intent to develop engineers for the 2030s and professionally develop faculty to achieve this goal. In 2004, the National Academy of Engineering published The Engineer of 2020: Visions of Engineering in the New Century, which urged the engineering profession to recognize what engineers can build for the future through not just technical jobs but also a wide range of leadership roles in industry, government, communities, and academia. The first half of the Town Hall will be an opportunity for participants to provide input and direction to define the #Engineersofthe2030s via roundtable discussions after a brief overview of the four topics.

Topic 1: The Engineers of the 2030s versus the Engineer of 2020.
Topic 2: Engineering a More Just World
Topic 3: Mentorship, Instruction, and Coaching in Engineering Education and Industry
Topic 4: Preparing Stewards of the Profession

The second half will start with an overview of the ASEE Faculty Teaching Excellence Program with time allotted for roundtable discussions using three prompts.

Prompt 1: Based on what you heard about new knowledge and skills students will need to become tomorrow’s engineer, what new areas of faculty professional development will be most needed in the future?
Prompt 2: What benefits would an ASEE initiative that provides national recognition for faculty professional development have for engineering and engineering technology education broadly? How would recognition of such professional development benefit you personally in your current role?
Prompt 3: What are the potential barriers at your institution that might affect offering professional development opportunities, or recognizing instructors and faculty that invest their time in pursuing such opportunities? What would be needed to overcome these barriers?
All are very welcome to attend and apply their skills, knowledge, and expertise to these discussions to help craft shareable deliverables for guiding future efforts in support of the Engineers and Engineering Education of the 2030s initiative.

We look forward to seeing you at the Interdivisional Town Hall on Monday, June 27th 3:30-5:00 p.m. in Ballroom B of the Convention Center.

#Engineersofthe2030s

Cheers,

2022 ASEE Interdivisional Town Hall Co-Chairs”
ETD Elections and Nominations Report – by Clay Gloster, Jr. ETD Past Chair

The positions that are available this year are based on the ETD Guidelines:

“On odd years, elections are for the chair, treasurer, and member-at-large. The assistant vice-chair for ASEE annual programs is elected each year and serves one year in that capacity and the subsequent year as vice-chair.”

Only those individuals who have previously held elected office in the Engineering Technology Division shall be eligible for nomination as Division Chair.

We need to determine if the CIEC ETD Program Chair and Vice Chair need to be on the ballot as we recently changed their term to two years.

The responsibilities of each position are outlined in the ETD Bylaws.

- The Division Chair shall preside over all meetings of the Executive Committee and of the ETD general body business meetings to ensure the division realizes its directives and strategic priorities. The Division Chair will also exercise and perform such other duties as may be from time to time prescribed by the Executive Committee and Division. More specifically, the Division Chair has the responsibility to:
  - Lead the Division and the Executive Committee to carry out its governance functions.
  - Attend meetings of the PIC, ETC, CIEC board, and other affiliated entities.
  - Assure ongoing recruitment, development, and contributions of officers.
  - Set priorities and, with the assistance of the secretary, create agendas for meetings.
  - Preside over meetings of the Division and Executive Committee.
- The treasurer shall manage the financial affairs of the division. The treasure also prepares all financial reports for the division and communicates the fiscal health of the division at meetings of the Executive Committee and ETD Business meetings. The treasurer shall:
  - Distribute funds as required by the division to individuals, companies, etc. as approved by the Executive Committee.
  - Maintain all accounts belonging to the division.
  - Prepare financial reports and keep the organization apprised of key financial events, trends, and concerns.
  - Make recommendations to the division to increase proceeds and ensure the financial stability of the division.
- Member-at-Large - One Member-at- of Large shall be in charge of updating and maintaining the ETD Guidelines document, posting it to the ETD website, and providing it to new ETD officers before the Annual Conference. (Note: The ETD Guidelines document was used for a number of years to serve as a guide for timelines, responsibilities of officers, and reference info, including the Bylaws. It was about 25
pages long. The Bylaws are currently updated about every 15 years and therefore a ‘nonresponsibility’ for a Member-at-Large. Mark Pagano might have a ‘current’ electronic version of the Guidelines. Frank Gourley has a paper copy.

- **Assistant Vice-Chair for ASEE Annual Programs** - Elected by the division membership, the assistant vice-chair for ASEE Annual Programs is responsible for the overall program and success of the ETD's conference program. She/he conducts the peer review process of papers submitted for the ETD program for the ASEE Annual Conference and also encourages moderators and speakers to submit their papers for review and publication in the conference proceedings. The assistant vice-chair maintains and updates lists of paper reviewers and session moderators and he/she also assists the vice-chair for ASEE annual programs as requested. The term is one year as assistant vice-chair and one year as vice-chair. This position receives some financial support to attend the ASEE annual conference.

- **The CIEC ETD Program Chair** shall be responsible for the CIEC ETD program at the annual CIEC Conference during his or her term of office. The CIEC ETD Vice Chair shall be responsible for peer review process of papers submitted for the ETD program at the same annual CIEC Conference.

- **2.6.2.1 CIEC ETD Program Chair** Elected by the division membership as the assistant CIEC ETD program chair, the CIEC ETD program chair is responsible for the ETD program at the annual Conference for Industry and Education Collaboration. Duties include identifying session topics, program moderators, and potential speakers for the conference. Once session topics are identified, the program chair issues a call for papers, identifies manuscript reviewers, and facilitates the entire manuscript review process. Once final papers are selected, the program chair works with the program moderators to prepare the final program for the CIEC general chair. The program chair works with ETD and ETC leadership to identify and schedule the division meetings during the conference. The CIEC ETD program chair attends general pre-planning sessions at the CIEC in the spring at the planned conference’s site and at the ASEE Annual Conference and Exhibition. The term is two years as assistant program chair and two years as program chair. 2.6.2.2 Assistant CIEC ETD Program Chair Elected by the division membership, the assistant CIEC ETD program chair is responsible for assisting the CIEC ETD program chair in the conduct of the ETD program at the Conference for Industry and Education Collaboration. During the conference, the assistant program chair handles the session and speaker evaluations, and, using these data, determines award winners. The term is two years as assistant program chair and two years as program chair.

Please consider stepping up and volunteering yourself or someone else for these important positions. Without the excellent work of volunteers just like yourself, the ETD would not function as effectively as it has.

Nominations should be sent to me at cgloster@ncat.edu. Please include the following information:

- The nominee's name
b. The nominee's institution

c. What position the nominee is running for

d. A bio – 250 words or less

e. An awesome picture of the nominee
The following information is accurate as of February 1, 2023:

**Paper Statistics**

*Abstracts*
- Submitted: 46
- Withdrawn: 1

*Papers*
- Submitted: 45
- Withdrawn: 1

**Peer Review**

CIEC ETD papers underwent a regular peer review. A call for reviewers was circulated via the ETD listserv, and 46 people responded. The program chair assigned reviewers to sessions, and moderators kept track of reviewing forms and communicating reviews to authors.

**Attendance**

As of January 27, 2023, 49 ETD members are registered for the conference, with the possibility to pick up a few more before it starts. Total conference registration is 196, which surpasses that of last year.
Clean-up from prior cycles

Due to Covid, three project awardees were unable to finish their projects on time and were granted extensions. Last year, we scheduled a session at CIEC for project presentations, but all were unable to attend: 2 due to lack of financing and 1 due to contracting Covid.

This year we have scheduled another, with the previous 3 and 1 from the 2020-2 cycle. This completes deliverables for all projects to date.

Current

The coordinator sent out a general call for proposals and several reminders via the ETD listserv and the ASEE ETD list. Four proposals were received by the deadline of December 30:

Yanjun Yan and Andy Ritenour, Sestern Carolina University, *Compact Electronics Lab Kit as a Tool for Improved Access, Inclusion, and Learning* ($2,495)

Jiayue Shen, SUNY Polytechnic Institute, “Development of a Low-cost, Highly Compatible Mechatronics Course for Online Platform” ($2,500)

Afshin Zahraee, Purdue University Northwest, “Enhancing Workforce Skills of Engineering and Technology Students Using Unmanned Aerial Vehicle (UAV) Based Structural Health Monitoring and Land Surveying” ($2,500)

Matthew Turner and Rustin Webster, Purdue School of Engineering Technology, “Survey of Capstone Courses in Engineering Technology (ET) Programs” ($2,493.67)

The division chair needs to appoint one more member of the Executive Committee to serve as an evaluator.
ETD Member-at-Large Report – Michael Johnson
Current ETD Membership

- Data provided by Tim Manicom - Director, Membership ASEE

- Membership continues to decrease
- High of 818 in October 1999 and 580 a decade ago (June 2013)
1. Manuscript statistics

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<tr>
<th>Year</th>
<th>Total</th>
<th>Inactive</th>
<th>Under Review</th>
<th>Accepted</th>
<th>Acceptance Rate</th>
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2. Submission data

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3. Manuscript status for Spring 2023 issue
   a. CIEC Best Paper (1)
   b. Accepted (2)
   c. Under revision (1)
   d. Under review (2)

4. JET Editorial Board discussions
   a. JET Website updates
   b. JET online publication – articles are available from PorQuest, plan to make back issues online so the articles can be easily searchable in Google.