

FIE 2007 – ASEE ERM Division Business Meeting
Thursday, October 11, 2007
10:00 – 11:45 AM
Monarch Ballroom – Hilton Milwaukee City Center

- Call to order. Cindy Finelli, ERM Chair
Cindy called the meeting to order at 10:04 am and asked for introductions of those present.

- Introductions

Dan Budny	Univ. of Pittsburgh	budny@pitt.edu
Monica Cardella	Purdue University	mcardell@purdue.edu
Sandy Courter	Univ. of Wisconsin-Madison	courter@engr.wisc.edu
Julie Ellis	Univ. of Southern Main	jellis@usm.maine.edu
Heidi Diefes-Dux	Purdue University	hdiefes@purdue.edu
Susan Donohue	University of Virginia	susand@virginia.edu
Elliot Douglas	Univ. of Florida	edoug@mse.ufl.edu
John Chen	Rowan University	jchen@rowan.edu
Cindy Finelli	U-Mich	cfinelli@umich.edu
Marcia Friesen	Univ. of Manitoba	Marcia_friesen@umanitoba.ca
Richard Goff	Virginia Tech	richgoff@vt.edu
Trevor Harding	Cal Poly	tharding@calpoly.edu
Joseph Hughes	Georgia Tech	joe.hughes@ece.gatech.edu
P.K. Imbrie	Purdue University	imbrie@purdue.edu
Sandra Ingram	Univ. of Manitoba	ingram@cc.umanitoba.ca
Jennifer Kadlowec	Rowan Univ.	kadlowec@rowan.edu
Stuart Kellogg	SDSMT	stuart.kellogg@sdsmt.edu
Richard Layton	Rose-Hulman	Layton@rose-hulman.edu
Jenni Light	Lewis-Clark State College	jenni.light@gmail.com
John Lindenlaub	Purdue University	linden@purdue.edu
Evan Lindsay	Curtin University	e.lindsay@curtin.edu.au
Dan Moore	Rose-Hulman	dan.j.moore@rose-hulman.edu
Tamara Moore	Univ. of Minnesota	tamara@umn.edu
Jim Morgan	Texas A&M	jim-morgan@tamu.edu
Matt Ohland	Purdue	Ohland@purdue.edu
Richard Onyancha	Rose-Hulman	onyanacha@rose-hulman.edu
Melinda Piket-May	Univ. of Colorado-Boulder	mjp@colorado.edu
Teri Reed-Rhoads	Purdue University	trhoads@purdue.edu
Larry G. Richards	University of Virginia	lgr@virginia.edu
Doug Schmucker	Tri-State	schmuckerd@tristate.edu
Angela Shartrand	NCIIA	ashartrand@nciia.org
Anne Spence	UMBC	aspence@umbc.edu
Ingrid St. Omer	Univ. of Kentucky	istomer@engr.uky.edu
Julie Trenor	Univ. of Houston	jmtrenor@uh.edu
Cindy Waters	NCA&T State Univ.	kwaters@ncat.edu
Cecelia M. Wigal	Univ. of Tenn. @ Chattanooga	Cecelia-wigal@utc.edu
Charles Yokomoto	IUPUI	Yokomoto@iupui.edu

(37 Total Attendees)

Officer reports

- Secretary/Treasurer – Teri Reed-Rhoads
 - Minutes from ASEE 2007 Executive Board Meeting and Business Meeting. Trevor seconded. Motion passed.

- Treasurer report as of July 31, 2007 shows \$67.25 in the operating account and \$97,845.26 in the bass account. Historical comparisons are as follows; bass account balance as of 6/30/06 was \$72,402.64 and as of 7/31/05 was \$69,242.67 with operating account balance as of 6/30/06 was \$477.00 and as of 7/31/05 was \$0.
- Vice-Chair for ASEE 2007 Programs – Dan Budny – There were 19 technical sessions in Hawaii with some being co-sponsored. There were over 150 abstracts that resulted in 73 papers being presented at the conference. Approximately 50 abstracts were forwarded to other divisions which left approximately 100 papers that were reviewed. There were 14 workshops proposed. Seven were proposed to ASEE and ASEE only accepted 4 of the 7. Therefore, 2 of the ones ASEE did not accept were inserted into the regular program as panels. Therefore, no cost was associated which was considered a plus by many including the presenters. There were a number of concurrent sessions that had to be placed. One session that paralleled the ERM Luncheon was not a good situation and should be avoided in the future. The after 6:00 pm restriction is not thought to be in place at the Pittsburgh meeting. Thanks for all those who participated in reviewing, presenting, chairing, etc.
- Vice-Chair for FIE 2007 Programs – Doug Schmucker – Thanks were expressed to all those who participated in reviewing papers and volunteering to be session chairs. Promoted the special session called “Have you tried...?” Which will include a live internet presentation. The session will be Friday. If you would like to present, please come – there can not be more than 3 slides.
- Vice-Chair for ASEE 2008 Programs – Sandra Yost (24 abstracts so far, deadline is 10/19. Seven workshop proposals were submitted and are under review.) - Not present – Cindy presented her report and wanted to know if the For-em and Agin-em session as well as the Breakfast of Champions sessions would be filled. We will need to have volunteers to chair these sessions. She is also considering bringing back the lunch being a ticketed event instead of a bring-your-own lunch. Dan suggested we ask for more workshops than last year.
 - Report on ERM DL – Dan Budny – Person under consideration is currently Dr. Lauren Resnick. Director of Learning Development and Research Center at the University of Pittsburgh and is retiring at the end of this year.
 - Report on Brouhaha – P.K. Imbrie – Asked for feedback on whether there is a preference for staying on site or going off-site. Also asked for feedback on the type of programming format. A historical perspective was presented in that dinners prior to Nashville were self-entertainment. In Nashville, we had a member volunteer their band and there was dancing and interaction. The request was made to consider using more social interaction and conveyance of the history of ERM. The conclusion was that this year’s will include games and engagement activities. PK will send Cindy an email asking for most memorable moments and ask for people to volunteer to help plan.
- Vice-Chair for FIE 2008 Programs – Matt Ohland – was unable to attend planning meeting during his workshop. Call for proposals is out. Jeff Froyd is special sessions chair. Matt will attend Saturday meeting and obtain further details. Doug asked for better communication relative to program chairs with attendance at events and expectations relative to the Steering committee meetings. Doug asked if they should create a step-by-step list of what happens when. Dan Moore stated this has been done before but has not seemed to have been passed along and encouraged Doug to do this. Ingrid St. Omer made the same comments relative to becoming the new Chair of the New Faculty Fellows grants. For example, a person who won a few years ago as a graduate student applied again. This is not against the current guidelines. Discussion on the poster template was also held. Charlie reminded us that when this award started, life was so much more simple. There were not so many different types of positions as we are seeing today. These issues will be forwarded to the Steering Committee members. Trevor brought up that the process for the Dasher Award was submitted through Susan Lord last year and even with a process, it is not being implemented. Part of the issue relates to only 3 Steering Committee members being present of the 9 possible at the Hawaii meeting.
- Vice-Chair for ASEE 2009 Programs – P.K. Imbrie – asked for feedback on how to honor Jim Stice’s last ASEE and NETI participation. PK would like to recognize Jim at the Brouhaha for his years of commitment and service. Another idea was to hold a special session from past NETI participants to discuss this impact. Also suggested that Jim be the Distinguished Lecturer. Another idea was to hold a NETI reunion event.

- Vice-Chair for FIE 2009 Programs – Rich Layton – will work with Matt this year to learn the process. Rich would like to have more special sessions.
- Vice-Chair for ASEE 2010 Programs – None – This person will be appointed at the next ASEE. If you are interested, please see Cindy.
- Vice-Chair for FIE 2010 Programs – Maura Borrego – not present. Larry Richards reported that they are still working on the hotel contract.
- Vice Chair for Publications – Dan Budny – please send suggestions for items that should be corrected. He will be updating the person who is responsible for the ERM Brochure and the dates for the Apprentice Faculty Grant.
- Vice-Chair for Teacher Development – Ruth Streveler – not present

Additional reports

- FIE Steering Committee, ERM reps – Bill Oakes (not present), Dan Moore, P.K. Imbrie (Please provide preference for day/time for their meeting in Pittsburgh so it can be set) - FIE is looking for general chairs for conferences beyond 2010 so if you are interested in hosting, please contact one of the Steering Committee. Documentation exists to help with the required presentation components.
- ERM Brochure – Glen Livesay – not present
- National Effective Teaching Institute (NETI) – Rich Felder – not present

Committee reports

- Apprentice Faculty Grant (AFG) Committee –Jennifer Karlin – not present. Cindy reported that due dates will be January 19, 2008. Jennifer is also looking for reviewers. Please contact her or Cindy if you are interested.
- Distinguished Service Award Committee – Eric Soulsby – not present. This is the award that will be presented to Dan Moore this week.
- Benjamin Dasher Award Committee – Trevor Harding – There were 50 papers nominated initially. From their draft papers (which is a concern with the Dasher process), 15 papers were accepted to be considered. There are a number of persons reviewing; Julie Trenor, Maura Borrego, David Voltmer, Charile Yokomoto, Susan Donnahue, Jenni Light, and Stewart Kellogg. One issue is that there are several papers with only one review which does violate one of the FIE expectations.
- Helen Plants Award Committee – Jennifer Kadlowec – Will be presented to Ruth Streveler, Karl Smith, and Ron Miller at this meeting. All special sessions are being considered for this award.
- Nominating Committee – Dan Moore (chair), Michael DeAntonio and Daria Kotys-Schwarz – looking for one officer position and two directors. Those who are interested, please see a member of the nominating committee for details. Dan encouraged persons who just want to be involved to contact him even if persons do not want to be in one of the elections.

Old Business

- Fellows Committee update – Dan Moore and Cindy Finelli – reported that the process is moving along well.

New Business

- ERM positions to be filled – Cindy Finelli – please see Cindy if you are interested in filling open positions.
- Teri made a motion to pay Dan Budny \$1000 for website maintenance. Motion was seconded by Matt Ohland and passed by those present.
- FIE Steering Committee Retreat – Dan reported on the full day retreat that was held on Wednesday of this week. The computer society would like to see longer presentations of full papers and they are not as supportive of special sessions or out of the ordinary type things. The education society agrees with ERM on this issue so there is not consensus. One of the largest issues is that IEEE requires a

MOU with the other societies that they co-sponsor a meeting. ASEE has refused to sign up until this point. ASEE will allow ERM to sign, but IEEE will not allow this as an official signature. The question was raised about inviting Frank Hubbard to attend a future conference. The process needs to move to the ASEE board. A proposed Mission and Vision was passed out and comment was invited (See attached). PK asked for a discussion on the quality of papers/sessions at FIE. Heidi noted that the process begins with an abstract and therefore the potential final product is hard to assess. There was a discussion of making specific requirements of abstracts. PK proposed that a similar description as used at ASEE be used. Doug commented that he saw no quality differences from ASEE to FIE. Doug agrees with Heidi's statement that financial considerations over-ride the quality issues with papers. Dan reminded people that even though we say we want quality over money, it is very difficult for the actual chair of the conference to take a financial hit based on quality decisions. Comment was made that at times building community and intellectual rigor are some times at odds with each other. Several people spoke out that the intellectual rigor should be first with the building community goal second. Dan stated that there is a discussion that this can be resolved by defining tracks that allows for the conference to stay on the "frontier". Joe reminded persons in attendance that the purpose of the retreat on Wednesday was to embrace a vision/mission since FIE has changed so significantly since its inception. Cindy attended this retreat as an observer and commended the FIE Steering Committee for taking the time to do this and stated she felt good momentum was seen. There will be another all day meeting at ASEE, so any input between now and then would be appreciated. Tamara suggested that some type of journal output be considered from one or more tracks. It was suggested that a bulletin board discussion be started. Google docs was suggested as a vehicle for this discussion by Tamara. She will take the lead on creating this.

- Proposal for ERM Best paper award at ASEE – the proposal is included with the agenda. ASEE must approve the process. It was recommended that the evaluation process be included in the documentation or at least a mention of the existing criteria. A suggestion was made to honor someone by naming this award. It was suggested that this be a two step process. Our goal is to get the process in place and then consider naming the award. Dan moved that the proposal be submitted to ASEE as currently listed. Sandy seconded the motion. Discussion ensued. A point was made that there was no exit plan if there was not enough cash available or there is also a specific dollar amount that might be changed one way or another. Also, there is not a clear statement on who will pay for the award winner for going to the Brouhaha. The executive board will finalize the document and move forward to the ASEE Board prior to its next meeting.
- Registration costs for ERM Distinguished Service Award at FIE
 - One recipient of each of the FIE awards (Dasher, Plants, and Schmitz) has a paid registration with the cost absorbed by the conference itself (e.g., split equally by ERM, IEEE EdSoc, and IEEE CS). Teri proposed that FIE registration fee for the recipient of the ERM Distinguished Service Award be similarly covered by the ERM Division. Larry Richards moved and Doug seconded. The motion passed unanimously.

The motion was made and passed to adjourn at 11:43 am.

**Award Proposal: Best ERM Paper for the Annual ASEE Conference
ASEE Educational Research and Methods Division
August 2007**

Purpose:

The Educational Research and Methods Division (ERM) proposes the creation of the award for the Best ERM Paper for the Annual ASEE Conference to officially recognize the best paper submitted each year to the ERM Division for the ASEE Annual Conference and Exposition.

Process:

The ASEE Best Paper Award Committee shall include the ERM Vice-Chair for ASEE programs as an ex-officio member and three voting members appointed by the ERM Division Chair, who will also designate one of the three appointees to be the Committee Chair. The Division Chair shall annually announce the award to the ERM Division membership at the time of the call for abstracts.

The ERM Vice-Chair for programs shall select nominees for the award based upon reviewers' evaluations of the draft paper, and shall forward the final papers to the ASEE Best Paper Award Committee for review and selection. On the basis of the quality of a paper submitted to the ERM Division for presentation at the upcoming ASEE Annual Conference, the committee will determine the winner of the award. The Chair of the committee will notify the ERM Executive Board and the Society of the winner of the Best Paper Award.

Each co-author of the best paper shall receive a certificate announcing the award that shall be presented at the ERM Brouhaha. At the time of the Award presentation, the authors will provide the information necessary for cutting the honorarium check(s) to the ERM Secretary/Treasurer. The honorarium check(s) will be mailed to the authors after the ASEE Annual Conference. The author(s) of the winning paper shall receive a total honorarium of \$1,000 (to be split equally among authors unless otherwise specified) to be funded from the Division's Operating and/or BASS Accounts.

The members of the ASEE Best Paper Award Committee, including the ERM Vice-Chair for ASEE programs, are not permitted to have any paper they author submitted for this award.

Deadlines:

Identification of best paper nominees will occur within 14 days of the deadline for paper reviews. The Best Paper Award Committee will receive copies of the nominated papers within 7 days of submission of the final papers. Notification to the ERM Executive Committee and the Society of the winner of the Best Paper Award will take place within 30 days of the submission of the final papers.

Vision

Frontiers in Education (FIE) is the premier forum for computing, engineering, and technology education professionals to:

- * learn best practices and innovations,
- * enable better teaching and learning,
- * share ideas and foster community.

Mission

The mission of the FIE annual conference is to address the needs of the members of its sponsoring professional societies by:

- * **Building community through**
 - o organized social activities
 - o encouraging interactive opportunities among participants
 - o promoting international and interdisciplinary participants
- * **Demonstrating best practices through**
 - o Multiple presentation formats including workshops, special sessions, and panels
 - o Various types of submissions including papers with documented results and new ideas ready for community discussion
- * **Promoting quality through peer review for all submissions**
- * **Encouraging new educators by**
 - o Incentives for early career participation in FIE
 - o Opportunities to learn from skilled practitioners
 - o Follow-up support
- * **Bringing together practitioners, researchers, scholars, and learners through**
 - o Focused topical tracks
 - o Multiple categories such as pedagogical research, scholarship of teaching and learning, case studies, and new ideas
- * **Outreach to local K-12 communities**

Revised 10/10/2007