

Minutes
ERM Division Annual Meeting
ASEE 1999 Annual Conference — June 22, 1999
12:30-2:00pm

Submitted by Matthew W. Ohland substituting for Eric P. Soulsby

1. Call to Order and Introductions

Mike Pavelich, Division Chair, called the meeting to order and had the members present introduce themselves.

2. Secretary / Treasurer Report

The minutes for the ERM Division Annual Meeting and the ERM Division Executive Board Meeting were approved as amended.

3. Nominating Committee Report

The slate of officers, as reported in the meeting agenda, was presented by Mary Besterfield-Sacre. Balloting by email yielded 115 votes. Some were not able to vote because they were not on the mailing list. To be on the mailing list, members must check the box on their ASEE membership form.

4. PIC IV Chair Announcements

We were invited to a variety of PIC events – banquet, business meeting, etc. The board meeting earlier in the week was reported to have been boring. The membership indicated appreciation at having been informed about it after it had already taken place.

5. 1999-2000 Nominating Committee

Mike Pavelich described the function of the Nominating Committee, and a new Nominating Committee was selected by acclamation. The new committee is as follows:

Terry Reed

Ken Roby

Charles Yokomoto

6. Apprentice Faculty Grant

20 applications – very competitive; rules changed slightly to explain why they were qualified to receive the AFG. Purdue's stranglehold on the award was broken. The awardees were:

Debbie Kaufman, North Carolina State University

Clark Merkel, North Dakota State University

Trevor Harding, University of Michigan

Philip Parker, University of Wisconsin at Platteville

7. 1999 ASEE/ERM Best Papers

35x2 reviewers – all reviewers had the opportunity to recommend a paper as a "Best Paper." Five nominees were narrowed to three that will be submitted to the ASEE competition. A plaque and check were awarded to the first author of each paper.

8. Executive Board Actions / Reports

Appointments

Mike Pavelich announced two appointments

Jennifer Turns – Chair of AFG

Cindy Finelli – NEE liaison

Awards report

Dick Culver indicated that Dasher and Plants award committee representatives are still needed.

Distinguished service

John Lindenlaub of Purdue will be given the Distinguished Service award at the Frontiers in Education conference in Puerto Rico.

Workshop teams

Mike Pavelich reported on a number of teams that visited schools with workshops. Those that were not served by the ASEE Visiting Scholars program when it was terminated were given priority in ERM's visitation schedule.

Web page

Dan Budny discussed the state of the ERM web site. Coincident with Dan leaving Purdue, the web site will be moved. Plan on referring to the ASEE web site to find the correct link to the page. Please plan on reviewing the site and recommend and provide (via email to Dan) materials to enhance it. Suggestions from the floor for addition to the site: resources / bibliography, funding opportunities.

9. Conference Reports

Beth Eschenbach thanked everyone who helped with the present ASEE Conference. Reviewers who will receive thank you notes by email are encouraged to request a written letter from Beth if needed.

Presenters / Authors, session chairs, readers, ideas, and volunteers were solicited by Virgil Cox for ASEE 2000, St. Louis.

FIE '99 was plugged—travel costs are lower than anticipated, and the hotel accommodations are only \$130 per night.

10. New Business

Members were solicited to fill the remaining open positions.

Student Chapters

The administration and encouragement of student chapters was discussed. The Executive Board is very supportive. ERM, the Graduate Division, the New Engineering Educators Division, and the Campus Representatives will share the support of the student chapters. Members were encouraged to keep an eye out for opportunities for starting student chapters at their own institution. Headquarters is developing materials to assist chapters. Brainstorming question: How do we help our student chapters? Give money to established chapters to travel (with institutional matching). Have a service learning session at ASEE.

Influence Campus Representative selection process through the board.

Ken Roby needs newsletter submissions; lead articles from each session moderator are requested.

Mike Pavelich asked for session topics for ASEE 2000 and FIE 2000.

Session on how to do educational research and an invited session on eclectic processes and procedures were suggested.

What should the workshop team do? 'Team' members include: Ron Miller, Beth Eschenbach, Mike Pavelich, Dan Budny, Charles Yokomoto, and Alisha Waller. Caveat – don't advertise too much if there is limited availability and a waiting list already. There are five applicants to the Visiting Scholars program that still remain to be served, after which we need to seek a steady-state

rate of applicants and awardees. Limit of \$7,500-\$10,000 to be spent on visitation. Advertising could be through ERM channels – the newsletter, ASEE Action. If the applicant pool is significant enough, a review process will be needed. Requirements on applicants (costs, promises, etc.) of can be imposed to narrow the field.

‘Breakfast of Champions’ Meeting Summary

Maybe those schools unable to make the most commitment are the schools that have the greatest potential for change. If the goal is to impact a college, then degree of impact is more important. If the goal is to impact individuals, then commitment is less important. Most colleges are going to have a nucleus of people who are (or should be) committed. One solution is to set the bar at a low level. Certainly travel costs should be covered. Follow-up visits are useful, but need to be focused on the application of what happened in the first visit. Advertising through the Deans. Have ERM members host, and highlight their work during the visit. The support of the Dean is important. With the follow-up visits, the visiting team will only be able to make return visits in the fall and new visits in the spring. Networking can advertise, email the Deans, conference presenters, and campus reps. Scholars program by NSF required submission by the Dean explaining what and why they wanted a visit. Student chapter requests would be considered separately and almost certainly lead to the requested support. Talk topics – laundry list provided in the past – partnership on facilitation team usually provides the needed expertise. If the team is not prepared to deliver the desired topic, a team change or a topic change will be necessary. The web pages should be beefed up in the workshop areas to provide a resource / advertisement – it would need to be developed in Word 1-2 pages and submitted to Dan – this material could be pre-reading for the faculty that will host workshops. Training new workshop teams – open invitation? – attendees of Dick Culver’s workshop on workshops? – the buddy system – those that are already on the workshop circuit? – solicit through the newsletter. Advertising – advertise through chairs meetings, make presentations there. Presentations at regional ASEE meetings? Faculty development centers? The POD network – Ron Terry will be giving a workshop to POD, and can distribute brochures. When ASEE money for follow-up goes away, maybe host campus covers entire cost or maybe the follow-up team is smaller (even a single person). Expansion of topics is a possibility. Workshop developed to the point of training trainers and giving credibility at the local level. This might need to be done at a conference venue. Trainer training may be of value, where trainers with certain expertise will help educate the other trainers. The web page could also provide a depot for slides.