

**ASEE North Midwest Section
Business Meeting Minutes
University of Wisconsin - Stout
Memorial Student Center
October 6, 2006**

(Session I at the North Midwest Section Luncheon 11:30 a.m.)

- 1.) Call meeting to order (Charles McIntyre, Chair)
- 2.) Distribute Minutes of the 2005 Midwest Section Business Meeting
Move to approve the Minutes of the 2005 Midwest Section Business Meeting
So moved, seconded, and carried on a voice vote.
- 3.) Acknowledge the efforts of faculty and staff of the University of Wisconsin - Stout for hosting, planning, and coordinating the 2006 North Midwest Section Conference
- 4.) Introduce North Midwest Section Officers (Campus Reps and Zone Rep)
- 5.) Elections:
Charlie McIntyre, Chair (2-year term) NDSU
Mike Hennessey, Secretary/Treasurer (2-year term) U St. Thomas
Program Chair: Bill Sproule, Michigan Tech U
Past Program Chair: Dan Bee, UW Stout
- 6.) Amir Karimi Chair of ASEE-Zone-III
YOD discussion
- 7.) Financial Report from the Treasurer (Mike Hennessey)
- 8.) Section Activity Update
Executive Committee Briefing
(awards, by-laws, campus reps, etc.)
- 9.) Future conferences: 2007 - Michigan Technological University
 2008 - University of Wisconsin - Platteville
 2009 - Marquette University, Milwaukee
 2010 - Minnesota State University, Mankato

(Session II at the North Midwest Section Luncheon 6:30 p.m.)

- 1.) Presentation of the Edward F. Mikol Best Paper Award to John Iselin (not present) from the 2005 North Midwest Section Conference at the University of Wisconsin-Milwaukee.
- 2.) Resolutions Committee
Charlie Johnson read the report of the Resolution Committee.

**ASEE North Midwest Section
Executive Committee Meeting Minutes
University of Wisconsin - Stout
Memorial Student Center
Thursday, October 5, 2006 (6:30 p.m.)**

Attendees

Members present included:

1. Mike Hennessey, University of St. Thomas (late)
2. Teresa Hall, South Dakota State University
3. Charlie McIntyre, North Dakota State University
4. Chris Carroll, University of Minnesota, Duluth
5. Charles Johnson, Minnesota State University, Mankato
6. Dan Bee, University of Wisconsin, Stout
7. Ralph Flori, University of Missouri-Rolla
8. Amir Karimi, University of Texas-San Antonio
9. Birbal Singh, Lakehead University

Introductions

Welcome and Conference Update (Dan Bee)

Distribute Minutes

Minutes of the of the 2005 Executive Committee and Business Meetings were distributed.
No further discussion.

Treasurers Report

Charlie McIntyre presented the Treasurers Report (Operating Account drawn down to \$0 due to the Section contribution to the National Teaching Award. Bass Account approx. \$9,000)

Amir Karimi Chair of ASEE-Zone-III

Discussion concerning Smooth Paper and Section Conference submittals using Smooth Paper. Basically, Smooth Paper cannot be used to submit Section Conference papers (database problems).

Future North Midwest Section Conferences - Update

2007 - Michigan Technological University (Bill Sproule)

(no representative from MTU was present at the Ex. Com. Meeting)

2008 - University of Wisconsin - Platteville (Abulhair M. Masoom)

(no representative from UW- Platteville was present at the Ex. Com. Meeting)

Mikol Award Discussion/Update

Dr. John Iselin from UW – Platteville was awarded the Edward F. Mikol Award for 2005 and also received a \$500 check. The Treasurer (Mike H.) has processed this transaction with ASEE national and a check is on its way. The plaque was shown by Teresa to the board. She also gave the treasurer the receipt from the engraver. C. McIntyre will forward the plaque to Dr. Iselin.

Teaching Award

Should we have an outstanding teaching award? Yes. After a discussion, it was decided that it should be for tenure-track (or tenured) faculty with 5 years or less of teaching. Different ideas for an award were suggested such as cash and/or having the national conference fee waived. Someone mentioned that since there is a national competition, we should use their criteria for judging candidates. Another issue

mentioned is that people who win these awards usually have many years of experience and by limiting ourselves to people with 5 or less years of experience someone from our section may not be as competitive as we would like. In the end, after discussion it was felt that the regional priority should be to promote more involvement by young people and therefore to leave the 5 years or less constraint intact. C. McIntyre will develop the Teaching Award criteria and send it to the Executive Committee for review.

“Peer Review” Statement/Letter Issue

The last 2 conferences have peer reviewed articles for presentation (i.e. SDSU at Brookings and UW Stout). However, nowhere is that officially mentioned in any of the literature. It was suggested that a follow-on letter be sent to all speakers that their paper was peer reviewed. Dan Bee will follow-up on this.

Website and Webmaster

Charlie gave a detailed update on issues related to our regional ASEE website and how one of his students has helped develop and maintain the site (free so far). However, to be fair, the section should start picking up the cost. He proposed spending \$1,000 out of the BASS account this next fiscal year (10/1/06 – 9/30/07) to pay an expert student at NDSU to further develop the website. After a discussion and some clarification, all board members supported this idea. Some issues still remain, especially related to continuity and potential long-term maintenance costs.

Campus Representative Survey Results

Charlie mentioned that approx. 120 Section members responded to the survey.

Bylaws Update and Subsequent Posting to Website

Can we vote to approve online? We need a “quorum.” Should we define a quorum to be those present at the meeting? As an aside, we currently have about 700 members. Electronic voting discussion: will everyone get the email, etc?

Elections

The board created the ballot for tomorrow’s election at the business meeting after lunch:

Chairman: Charlie McIntyre, NDSU

Secretary/Treasurer: Mike Hennessey, St. Thomas

Program Chair: Bill Sproul Michigan Tech

Past Program Chair: Dan Bee, UW Stout

Brief discussion about length of term, etc. Next year we should have a “Secretary/Treasurer Elect” position.

Amir’s (Zone 3) Report

Amir discussed some things at the national level that impact our section and its members (e.g. new journal).

Business Meeting Tomorrow – Planning of Details

It was suggested that we handout at lunch a sheet to collect ideas on how to improve attendance and value of this conference. A few ideas mentioned include working more with the deans so they make it a priority, make sure that all campuses have a campus representative. We should be able to get a listing of all in the section who present at the national conference – this could be a starting point for contacting all of these people.