

**ASEE North Midwest Section
Business Meeting Minutes
Primrose Room, Atwood Memorial Center
St. Cloud State University
Thursday, October 4, 2012, 7:00 pm**

1. The meeting was called to order at 7:00 PM by Mike Rother, Chair.
2. Chris Carroll moved to approve the minutes of the 2011 North Midwest Section Business Meeting, and Ron Perez seconded. There was no discussion, and the minutes were approved as distributed.
3. The efforts of the faculty and staff of St. Cloud State University for hosting, planning and coordinating the 2012 North Midwest Section Conference were gratefully acknowledged.
4. The current officers of the North Midwest Section and the Zone III Chair were introduced.

Chair	Mike Rother	University of Minnesota Duluth
Secretary-Treasurer	Susan Schneider	Marquette University
Section Campus Rep	Charles Johnson	Minnesota State University
Program Chair	Steven Covey	St. Cloud State University
ASEE Zone III Chair	Christi Patton-Luks	University of Tulsa
Zone III Chair Elect	Charles McIntyre	North Dakota State University

5. The financial report of the ASEE North Midwest Section was given by Mike Rother after receiving written communication from the secretary-treasurer. As of October 1, 2012, the NMW section has a healthy balance in the BASS account, and the section is in a very good position financially.
6. The North Midwest Section update was given by Mike Rother. Encouragement was made for more participation at the sectional meetings, especially more papers, more nominations for outstanding educator awards, and more volunteering to serve as a section officer or on a section committee.
7. Future North Midwest Section Conference Update
2013 North Dakota State University
Charlie McIntyre made an announcement concerning the 2014 section conference at NDSU.
2014 University of Iowa (no update)
2015 Winona State University (no update)
8. The Edward F. Mikol Best Paper Award from the 2011 North Midwest Conference at the University of Minnesota Duluth was announced: William Farrow, Milwaukee School of Engineering for his paper entitled *Project Cam-A-Rok, Engaging Mechanical Engineering Freshman*.

9. There were no ASEE North Midwest Section Outstanding Educator Awards in 2012.
10. There was no Zone III Report
11. There was no Resolution Committee Report
12. North Midwest Section elections were held. Steve Covey was elected NMW Section Chair for the term 1 June 2014 – 31 May 2016.
13. Other Business.
The following changes to the by-laws were approved, as sponsored by Charles McIntyre. Chris Carroll moved. Charles Johnson seconded. There was no discussion, and the changes were approved by acclamation.

Article III. Officers

CHANGE:

The Elected Officers shall consist of a Chair, Program Chair, Program Chair Elect, Secretary Treasurer, Secretary Treasurer Elect, Section Campus Representative, Section Campus Representative Elect, Newsletter Editor and Newsletter Editor Elect.

TO:

The Elected Officers shall consist of a Chair, Chair Elect, Secretary-Treasurer, Secretary-Treasurer Elect, Conference Program Chair, Conference Program Chair Elect, Section Campus Representative, Section Campus Representative Elect, and Archivist.

Article III. Officers

Delete Section 8.

The Newsletter Editor shall be responsible for publishing a Section Newsletter at least twice yearly containing issues and items of interest to the section membership.
(Also, update other Sections of the Section Bylaws where the Newsletter Editor is identified)

Article V. Committees

Add Section 6.

Outstanding Educator Awards Committee

Suggested bylaw wording ...

Outstanding Educator Awards Committee

The Section Outstanding Educator Awards shall include the ASEE North Midwest Section Outstanding Educator Award and the ASEE North Midwest Section Outstanding New Educator Award. The purpose of the awards is to recognize faculty members who have demonstrated exceptional scholarly contributions to engineering or engineering technology education. The award includes a plaque and a \$500 cash prize, which will be formally presented at the ASEE North Midwest Section Conference Meeting. The Chair of the Outstanding Educator Awards Committee shall be the Section Chair with at least three other members who are appointed on an

annual basis by the Section Chair. The duties of the committee include: determining eligibility requirements, developing criteria for submitting documentation, developing criteria for the review and selection process, soliciting nominations, reviewing nomination packages and selecting the award recipients.

Charlie McIntyre made an archivist report about collecting section data, particularly from the 1990's, and will send a survey to members to try to improve section participation.

14. Meeting adjourned at 8:00 PM.