

**ASEE North Midwest Section
Business Meeting Minutes**
Oklahoma/Illinois Room
University Plaza Hotel & Convention Center. Springfield, MO
(Friday) September 25, 2015 12:15 PM

1. The meeting was called to order by Charles Johnson, NMW Section chair, at 12:10 pm
2. The minutes of the 2014 North Midwest Section Business Meeting were brought up for discussion by Charles Johnson; these minutes have been available for member review on the NMW web site since early November 2014; several copies were distributed at the meeting for member review. Charles McIntyre moved to approve the minutes; Cris Ababei seconded. There was no discussion, and the minutes were approved as distributed on the NMW web site.
3. Charles Johnson introduced the North Midwest Section Officers.

| | | |
|---------------------|---------------------|---|
| Section Chair | Charles Johnson | Minnesota State University - Mankato |
| Secretary-Treasurer | Susan Schneider | Marquette University, Milwaukee |
| Section Campus Rep | Byron Garry | South Dakota State University |
| Section Archivist | Charles McIntyre | Indiana University Purdue University Indianapolis |
| Program Chair | Christi Patton Luks | ASEE Zone III Meeting Chair, MST |
| Program Chair Elect | TBD | University of Manitoba |
| Past Program Chair | Julie Jessop | University of Iowa |
| Past Section Chair | Michael Rother | University of Minnesota Duluth |
| ASEE Zone III Chair | Steve E. Watkins | Missouri University of Science and Technology |
4. Financial report – prepared by Susan Schneider, Secretary-Treasurer. The section has slightly more than \$3600 in the section’s BASS account. Projected annual expenses for the section are, at a minimum, approximately \$1500/year (\$1000 for the web site, \$500 for the Mikol award) up to \$2500 annually when the 2 educator awards are also given (each \$500). Section revenues to the BASS accounts and the Operating account are estimated to be \$1000, but have not been confirmed – as of yet – by ASEE. The on-going audit of the national ASEE accounts has delayed financial reports for the various sections and divisions. As soon as the audit is concluded, these reports should again become regular. The membership in attendance discussed the possibility of adding an (optional) \$2 - \$5 change to support sections on the ASEE annual dues statement. The consensus among the members is that this is an idea worth pursuing. Charles McIntyre volunteered to speak with ASEE (Norman Fortenberry) about this possibility.
5. Charles Johnson has confirmed that the University of Manitoba will be hosting the 2016 North Midwest Section Conference. The Executive Committee has approved the University of Manitoba’s request for \$1000 in seed money for this conference. Charles Johnson will contact the University of Minnesota – Twin Cities regarding the 2017 conference and the University of North Dakota for 2018.
6. North Midwest Section Elections: Charles Johnson presented the slate of candidates recommended by the Executive committee for the positions of Section Chair-Elect and Section Secretary-Treasurer.

For Chair-Elect: Eric Asa, North Dakota State University
For Secretary-Treasurer: Susan Schneider, Marquette University

Dr. Johnson called for nominations from the floor; there were none. Each of the candidates nominated by the Executive committee was elected unanimously for the position for which they were nominated. The chair-elect will take office on June 1, 2016, for 1 year and then serve as Section Chair from June 1, 2017 to May 31, 2019. The Section Secretary-Treasurer term goes from June 1, 2016 to May 31, 2018.

7. Several traditional Section Business meeting agenda items were moved to the joint Zone III luncheon program. These items are summarized for the section minutes.
 - (A) Christi Pattons Luks, Program Chair for the Zone III meeting, acknowledged the efforts of the faculty and staff of the Missouri University of Science and Technology for hosting, planning and coordinating the very first ASEE Zone III Joint Meeting, particularly Michelle Wiginton . Paper Chair – B.J. Shrestha (MST). As of this date, there are at least 85 paid attendees, perhaps as many as 90. The program included 44 total. Dr. Luks asked all the sections to discuss their reaction to the joint zone meeting concept and to come to a decision on whether to work towards holding another joint meeting. An ultimate goal would be to place zone conferences meetings in regular rotation with section conferences.
 - (B) Julie Jessop, Program Chair of the 2014 North Midwest Conference at the University of Iowa, presented the Edward F. Mikol Best Paper Award from the Conference to
Jon Kuhl, The University of Iowa
“Incorporation of Agile Development Methodology into a Capstone Software Engineering Project”
8. The meeting was adjourned at 12:28 pm.