



# ASEE AMERICAN SOCIETY FOR ENGINEERING EDUCATION

## CHEMICAL ENGINEERING DIVISION

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Business Meeting

June 28, 2022 – 2:45 pm – 4:15 pm CST

Hyatt Regency Hotel, Regency Room

### Attendees and Affiliations

### Agenda

1. Welcome and Introductions
  - a. All attendees introduced themselves and confirmed affiliations
2. Update – Correction of the time of the banquet tonight – Note that the tickets say 7 PM but we start at 6 PM
3. Inclusion Minute
  - a. Tony often starts classes and labs with an inclusion minute. Ties with safety minute – you can get physically hurt and inclusion can help with other types of hurt. Students can submit minutes.
4. Transitions
  - a. Community Losses
    - Robert “Bob” Bird
    - Scott Fogler
    - Babtunde A. Ogunnaike
    - Peter Harriott
    - Jim Swan
    - James O. Wilkes
    - Angie Parna
    - Darren Anesia – New Jersey
  - b. Promotions and Appointments
    - Olivia Reynold’s accepted a psotion as teaching at WSU
    - Tony Butterfield Professor (lecturer) in 3 days and Associate Chair
    - Victoria Goodrich promoted to teaching
    - Sindia Rivera-Jimenez hired as assistant professor
    - Ben Davis – new department chair at Cooper Union
    - Senior lecturer as of July 1 (Wash U man)
    - Joe new department head at New Mexico State University
    - Dan – tenure in CBE at UConn
    - Joe – in 6 months will retire for a 2<sup>nd</sup> time
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5. Special Thank You
  - a. Thanks to our Program Chair – Jacqueline Gartner and our Local Host – Alon McCormick
  - b. Thanks to session moderators and all of our authors!
6. Division Elections
  - a. Tony will be chair of the nominating committee
  - b. In February voting will go out for:
    - Chair
    - Directors
    - Program Chair (upcoming)
    - Will also try to identify people for appointed positions
    - Local host to help find a place for the division dinner
  - c. Election results – Chris Barr (Director) and Reginald Rogers (Chair Elect)

- Elected Victoria Goodrich at meeting as Secretary/Treasurer at meeting as this was not in the election email officially.
7. Minutes from Last Year
- a. Because people likely did not view the minutes before the business meeting, we will come back to this after people have some time to look over the meeting minutes
8. Chair
- a. Old Business
    - In fall, we asked if there were additional ways that people would like to connect to ASEE CHED (Facebook, LinkedIN, Slack, Twitter, etc.)
    - Response was to continue using email and not really add additional information.
  - b. Proposed to initiate a DEI subcommittee.
    - Ex Comm was supportive
    - This would be appointed by chair
    - Among duties:
      1. Aid the program chair in selecting best DEI paper award
      2. CDEI rep
9. Secretary/Treasurer
- a. Victoria – Updated balance provided as much as possible.
    - Reported dues and allocations have not been provided
    - Current balance is lower than most years due to some sponsorship waiting to come in.
    - Expected account balance will still be in the \$7,000 - \$7,500 range.
  - b. Matt asked for clarification on what is listed on the website for award amounts.
    - Margot clarified – only the named awards that are sponsored have explicit award amounts listed. All others are open
10. Please Consider Nominating for Division Awards
- a. Mentoring Grant by October 31
    - Provides a ticket to the banquet and you are assigned a mentor to check in with you. Self-nomination and someone who is a graduate student or coming the first time.
    - Travel award is for similar situation, but also shows need for travel help
  - b. All other award Packets are due by January 15<sup>th</sup>
  - c. Congratulations to our Award Winners!
    - We will mention all and celebrate at the division banquet!
11. Membership (Chris Barr)
- a. Both ASEE and our Division show shrinking in membership. We are maybe shrinking a bit slower.
  - b. As stated earlier, there is a new system. Previously we were tracking members including members who were just about to fall off and need to renew and past members who are no longer in the division. However, we no longer have access to that type of information.
  - c. We have 404 current members, which looks like it's up from January (maybe not a shock due to conference) but it's a new system so data may or may not be comparable.
  - d. Membership Committee did an outreach activity to recruit more graduate students to the division
    - 122 US CHE programs, 14 Canada, 1 Puerto Rico, 1 Mexico
    - Matt – suggested adding to current membership as they would be more likely to send information along. Chris noted that those people likely all ready let their graduate students know.
    - If anyone knows additional graduate programs that we could forward this to, that would be great
    - Because of the new system, we don't know if there was an impact
  - e. Upcoming challenges
    - How do we change our SOPs to use the little information that we have?
    - Recruit at summer school (ChESS)

- Chris leaving membership committee, Tracy Carter is returning, Janie is rolling off committee, and Joanne Beckwith will be joining the committee. Typically, we have 3 total members, so we would like to add an additional person if possible

#### 12. Fundraising (Tony gave overview for Fernando)

- Successes – Gamry is a new add for 2 years of the Martin Award
- There has been some outreach, but it was largely on pause to allow for ChESS prioritization
- Strategies to use:
  - Industry Workshops at ChESS
  - AIChE Annual Meeting
  - Industry Contacts as a group? Could we create a survey to create industry contact database that could be used?

#### 13. P-12 (Jennifer Cole)

- Preschool – high school students and teachers and their professional development
- Commission oversees connection between lots of divisions. Many divisions have K12 outreach, and we attempt to facilitate those.
- They can officially credential P12 programs now through that division.
- If you do a lot of P12 work and want to be spotlighted on the website, reach out to Jennifer to make sure we get highlighted

#### 14. Website (Tony)

- Security certificate has expired
- PHP version expired
- ASEE IT is very busy
  - Needs to be moved to a different server but they have no ETA of when they can help
  - Hope to poke again after the conference so they can move to the new server
- Looking for others that could help take it on
  - Tony needs to step back a little from this as he doesn't have too much help
  - Chris Barr said he may be able to help
- Archives are available back to the 70's at least
  - There is sensitive information
  - There need to be more people with access to those materials
  - Instead, we would like to move the archives to a Google Drive and we will try to redact some information as well.

#### 15. PIC I Chair (Christi Patton Luks)

- Sunday morning 3310 attendees at the meeting – Tampa was 3800 by end of the meeting
  - Above both virtual meetings
- From the Board of Directors - Looking at a Value Proposition statement (see slides for full information)
  - They are creating a one page – why to join ASEE?
  - They will send to divisions to customize after that point
  - We will feature 1 division or section every week for a year + with an interview or online content in some way
- Looking for applications for JEE Editor and VP of Scholarship (deadline for that is tomorrow)
- There is a Scholarly Publication Committee
- Transforming Prism
  - Revenue down, paper/postage costs are up
  - Cut back to 4 technical, written issues a year (previously 8)
  - Increase digital presence and will be updated more often and more fun
- Other tidbits
  - ASEE User Group looking at future software purchases with representatives from divisions, committees, and other users – there was not much (any?) membership input on Slayte before starting it this time.

- \$50 discount for your choice of 2023 dues or registration at the Baltimore meeting for Minneapolis attendees and \$50 for you to give to a new member because of all of the Slayte issues
  - Resolved one case of aggressive meeting conduct
  - CDEI had 25 papers nominated for best paper and no nominees for ASEE Constituent Award (any ASEE constituent: Division, committee, etc. could self-nominate). Please nominate if you are doing things! Also continue to nominate papers!
  - Bylaws – consider adding plans for what happens if an officer cannot complete their term. Board will suggest language. Also suggest we stop using the term “Web Master” with a new term.
    1. Bylaws should be updated every 5 years.
  - Task force on Teaching Excellence is conducting surveys to establish core competencies for certification I engineering education
  - Opportunities for students should be collected in one place
- g. SLAYTE Listening Session
- Please attend Wednesday in CC Ballroom A
    1. 8:00 – 9:30 AM
    2. 11:30 – 1 PM
  - You can also send an email to anyone on the board – they’ll be taking input and talking about this until late July. They want everything to be fixed and ready for September for next year’s conference – if that means continue to using Slayte, go back to Monolith, or other options?
- h. Financial Reports
- Positives – Debt Free, overall good, but everyone wanted cash in advance and everything was more expensive
  - Institutional dues are invoiced late due to Impexium issues
  - BASS Account fees will be dropped in FY23 (30% fee). Instead there will be additional dues increase of 3% a year until membership increases to \$115.
    1. New method for doing cash advances from BASS accounts for event planning
- i. Membership reports
- Membership is down and demographic is aging up
  - Younger people don’t appear to be joining at the same rate
- j. Chemical Engineering – 406 members as of May 31 (438 in the same quarter, but post conference)
- Dues are \$7
  - Bylaws from website 2018 – membership approved them in December 2020 and it’s correct in our website (so needs to be updated in ASEE system maybe?)
  - Is there a correlation between membership and dues? Seems to be yes.
- k. Incoming PIC Chair – Elliot Douglas from University of Florida
16. Return to Old Business
- a. Don Visco – ASEE Faculty Teaching Excellence Task Force
- Please take the survey – [tinyurl.com/ew68w6zk](https://tinyurl.com/ew68w6zk)
  - More than a year of focus groups to ASEE constituents
  - Framework is drafted based on this year+ of feedback
  - Needed: Feedback on survey based on the “Personalized Pathways for Ongoing Professional Development”
    1. Includes adding “Certified Engineering Educator” and “Leading Engineering Educator”
  - Don will be at booth 936 if anyone would like to stop by and discuss
- b. Recognition of those Stepping Down
- Ashlee no longer past-chair

- Chair and Webmaster – Tony Butterfield
  - Program Chair – Jacqueline Gartner
  - Is Reg continuing on Awards? We think yes?
  - Jennifer Pascal – CDEI
- c. Tony gave a few remarks on his year as Chair – Thank you for letting me have this position. Everyone here has been so helpful!
- d. Stepping Up!
- ASEE Chair – David Silverstein
  - Thanks for opportunity to share in this role. Please bring any ideas and needs up to me! Also, I encourage anyone who is interested in serving, please volunteer or nominate others to help. We don't want to be limited by my network and include others to contribute within the group.

#### 17. New Business

- a. Attend the Open Mic on Wednesday at 3:30 PM!
- b. Matt Libertore – AIChE put in to the summer school and ASEE didn't. AIChE put in \$44k from a foundation grant. Tony and Ashlee noted that ASEE has nothing comparable to that. We believe they could endorse something (Jennifer noted that they charge for that as well).
- c. Seeking a Local Host for next year's conference – Taryn offered to help since she used to be at UMBC and knows the area, but it would be nice to find someone currently in the area. Margot noted that there's lots of good stuff near the convention center next year