

EDGD Business Meeting Minutes
Tampa, FL
Monday June 17th 3:15 p.m. – 4:45 p.m.

Attendees: Frank Croft, Ted Branoff, Heid Steinhauer, Lulu Sun, Bob Chin, Nancy Study, Jorge Rodriguez, AJ Hamlin

Meeting called to order 3:25 p.m.

73rd EDGD Midyear Business Meeting Minutes approved with call for a few editorial edits.

In Favor: All

Opposed: 0

Abstained: 0

Salt Lake City Business Meeting Minutes were deferred and will be approved at the 74th Midyear Conference in Norfolk, VA.

See submitted secretary/treasurer's report

It was reminded that divisions with very high BASS accounts to being paying them down – using the funds to foster division growth/recruitment

Nancy and Lulu mentioned reducing the registration fee at the 74th midyear and subsidizing the reduction with money from the BASS account

See Submitted Director's Reports

Director of Programs

This year EDGD had:

16 papers presented

3 technical sessions

1 executive committee meeting

1 business meeting

1 awards banquet

The proposal for the 75th midyear conference at NC State has been accepted

A proposal for the 76th midyear has been submitted from University College Cork and is under review. This would be a cohosted conference with another appropriate professional group in Ireland.

Director of Publications

Nancy is also looking for Journal reviewers – please let her know if you're willing to contribute

Bob asked about format/template to Digests, is there one?

Ted asked what the journal format/template was

Nancy stated she always let Judy determine that and to date it's been 2 column, APA

Boba and Nancy mentioned that there should be a standardized template to be used for both

Ted supported the idea

Heidi made a motion for Nancy to take the lead on creating this standardized template.

Bob seconded.

In favor: All

Opposed: 0

Abstained: 0

Director of Communications

Jenn has requested that the division to continue to visit and explore the division website – looking for any missing information/broken links and to report these to her.

Committee Reports – Bylaws

Following a review and summary of the bylaws was presented. Specifically, Bob stated that there would be an addendum to the bylaws the following would be added per the PIC III's recommendation.

In paragraph 8.2.3 the following will be added, "A description, the details, and the procedures for identifying and selecting the award recipient, the award itself, and a complete list of all recipients shall be maintained on EDGD's website."

Frank called for a vote

Nancy seconded

In Favor: All

Opposed: 0

Abstained: 0

Vice-Chair's Report

See submitted report

Chair's Report

See submitted report

Old Business

EDGD name change

Bob met with Mary and received all the data she had received from the 2010 Delphi Study. The executive committee (on Sunday the 16th) decided to table the discussion until there is more participation from the members of the division.

Ted posited that changing the name to just increase participation is probably not the correct approach, instead perhaps the division needs to investigate other paths such as 0\$ membership dues and reduced midyear registration fees.

Frank shared that the division has evolved over time, but the name has not. The name as is – is enough.

Jorge concurred the name is fine, but the objectives need to reviewed and updated.

Lulu mentioned updating the logo

Bob requested that the division founding date be included into the logo

Lulu suggested a logo competition open to students and division members

Ted stated that the division timeline, history, and description of the division in the logo competition rules.

New Business

PIC III Update – See Submitted PIC III Report

K-12 registration rates have been reduced – in order to increase participation

30% handling fee from ASEE – appears to be appropriate and mostly covers the cost for administrative effort for checks, etc.

ASEE Board of Directors have approved the funding for a new Monolith system

Division can pick a WIP (work in progress) for best paper; however, it will not be considered at the PIC level

Operating accounts are to be eliminated and all funding originally routed there will now be placed in BASS account

Formation of Non-Bylaws Committees

Lulu mentioned in an effort to better prepare newer division leadership and to promote better participation from the newer members of the division to create several non-bylaw committees (award review, membership/communication, EDGJ, and Program Committee).

Bob suggested that they can review the division by-laws, reach out to the executive committee, or older division membership.

Bob also stated that the executive committee could not mandate these committees to be formed but the directors would need to choose on their own

AJ made motion to end meeting

Bob seconded

Meeting ended at 5:00 p.m.