

**American Society for Engineering Education  
Pacific Southwest Section  
Executive Board Meeting Minutes**

**September 28, 2012**

**Winston Chung Hall  
University of California, Riverside**

**I. Call to Order**

a. PSW Chair Enriquez called the meeting to order at 11:06 am. He welcomed all present and asked for general introductions.

Members Present: Enriquez, Raeisi, Marayong, Macedo, Dal Bello, Plotkin, Phillips, Rezaei, Orwin, Abbaschian, Gossage, Bangs, Parisay, Rajput.

Proxy: None

Telephone: Lanning, Tester, Gallagher

Guests: Nilgun Ozer (S.F. State), Jim Moore (USC)

b. A quorum was declared.

c. MSP to approve Minutes of Spring 2012 meeting as corrected.

d. MSP to approve the agenda as presented.

**II. Section and Committee Reports**

j. New Faculty: Out of order. Lanning reported that he has made an effort to contact new/young faculty, and to make them aware of the PSW conference. He suggested that the Board provide him with new faculty names, and will send an email to the Board asking for names.

a. Chair: Chair Enriquez distributed a one-page report. It covered: Notes from the Zone IV meeting of June 13, 2012; ASEE National website changes; PSW Web site changes.

b. ASEE: No Report.

c. Past Chair: No Report

d. Chair-Elect, Campus Rep: No Report

e. Treasurer report: MSP to accept the Treasurer's report as presented. There will be a national ASEE dues increase. Question was asked as to whether this might help the PSW Section.

f. Membership: Macedo reported that the PSW Section has about 2,000 members, with about 10% active. Gossage stated that Cal State Long Beach would like to host the next PSW Spring Conference.

Directors: No Reports

g. Relations with Industry (RWI) : Gallagher reported that he is actively reviewing ASEE papers that have an industry component. Simeus distributed a report describing how students can take advantage of the AME (Association for Manufacturing Excellence) Champions Club Network. Rajput talked about industry advisory boards and asked if

PSW was represented at the California State Science Fair. He also reported on AME student projects he helps judge.

h. Webmaster: Parisay made new Board members aware that the PSW website serves as the archives for the PSW Section.

**At 12:09 pm started recording meeting proceedings.**

i. Community College: Dal Bello said that he will be encouraging CC participation in the PSW Spring Conference.

k. Student Awards: Enriquez congratulated Tester on his fine work with Student Awards.

l. Faculty Awards: Tester said that he will be contacting Brietenbach as he takes over Faculty Awards.

### **III. Old Business**

a. Spring 2012 PSW Conference: Macedo reported on the best paper selection process used at the 2012 Spring Conference. He estimated a surplus of \$2,000 for the Conference.

**At this point the meeting adjourned for lunch from 12:25 to 1:08.**

b. Plans for Spring 2012 PSW Conference at UC Riverside: Macedo commented on the student help he had at the 2012 Conference. Abbaschian announced the Conference dates: April 18-20 2013. He then displayed a draft Conference announcement, and asked for theme suggestions. Rajput suggested organizing a Board team to assist with the Conference. Enriquez then took names of those interested. Phillips pointed out that it is not for the Board to plan the Spring Conference. Enriquez then talked about getting the Conference announcement out soon and getting the "Call for Papers" out soon. He then volunteered to handle paper submissions.

Abbaschian thanked all for this discussion and welcomed any and all suggestions.

MSP to authorize up to \$1,000 of PSW funds to cover any 2013 Conference shortfall.

c. 2013 Conference Awards:

1. Board authorized \$200 travel awards to CC members to attend the Spring Conference, up to a maximum of five awards.

2. A \$ 500 cash award for Section best paper was approved.

3. A \$ 250 for the student award plus assistance on travel (if needed).

### **IV. New Business**

a. Rajput suggested that the RWI Category be renamed RI (Industry Relations). No action was taken.

b. Future Conference Hosts:

2014 – Combined Zone IV conference (Not hosted by PSW.)

2015 – Cal State Long Beach

2016 – National University, San Diego

c. Ideas on Section membership and Conference attendance: Discussion, no action.

d. Other new business: None.

### **V. Tour of UC Riverside Conference Facilities (After adjournment.)**

### **VI. Adjourn**

Chair Enriquez adjourned the meeting at 2:24 p.m.

Respectfully Submitted

J. Richard Phillips  
Executive Secretary, ASEE PSW Section