

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

**April 21 2006  
California State Polytechnic University, Pomona  
Room 17-TBA Engineering Building**

PSW Chair Loscutoff called the meeting to order at 12:21 pm

Members Present:

Loscutoff, Kanneman, Khoie, Plotkin, Fan, Little, Macedo, McCurdy, Gallagher, Parisay, Phillips. Marley Ex Officio

Visitor: Dr. Mohammand Amin, National University

## **I. Call to Order**

- a) A quorum was noted.
- b) Minutes of 10/14/05 were approved with corrections.
- c) The Agenda was approved as presented.

## **II. Section and Committee Reports**

- a) Chair Report: It was reported that Member Bill Wells poor health has caused him to resign as Zone IV Chair Elect, and to decline hosting the 2007 PSW meeting at UNLV. A resolution was passed for the Chair to write a letter to Parisay and her Committee commending them for outstanding effort in hosting the 2006 PSW Spring meeting. A copy of the letter is to go to the Dean of Engineering.
- b) ASEE Report: Zone IV Representative Marley reminded the Board that PSW should have an Outstanding Campus Rep nomination for 2005-2006, and that an outstanding paper should be selected from the 2006 Spring meeting. He also asked that PSW forward a nomination for Zone IV Chair Elect to replace Wells. A discussion followed on the pros and cons of a Zone wide Spring meeting. The Zone breakfast

- at the Chicago ASEE National meeting would be an appropriate place to discuss such a meeting.
- c) Past Chair Report: Kanneman reported that he is making progress on a Board Directory.
  - d) Chair-Elect Report: Khoie initiated a discussion as to the purpose of contacting the PSW Campus Reps. The point was made that Campus Reps should be made aware of their duties.

At this point the Agenda was altered so that Dr. Amin could present National University's interest in hosting the PSW Spring 2007 meeting.

- e) Treasurer Report: Plotkin reported that we have an Outstanding Teaching Award winner for 2006 that includes a \$1000 prize. The Treasurer's report was approved as presented.
- f) Membership Committee Report: No report because Tsai was not present. It was noted that he will be leaving the PSW area and must resign from the PSW Board.
- g) Director Reports:
  - Fan thanked Parisay for a job well done.
  - Little again reported that he will be on sabbatical next year. He has in mind a temporary replacement if the Board approves.
  - Macedo reported on a draft list of ideas for attracting new ASEE Members. He will pursue item #4. He offered a motion to continue Graduate Student subsidies for the 2007 Meeting. Little seconded and the Motion passed.
  - McCurdy introduced a discussion regarding Meeting activities.
- h) RWI Reports: Gallagher reported that he has identified a potential RWI North Board Candidate.
- i) Webmaster Report: Parisay made a brief report on the status of the PSW Web Site.
- j) Community College Report: No report. Loscutoff reported that Moretti has resigned from the Board. This position on the Board is open.
- k) New Faculty Report: No report.
- l) Student Awards Report: There are no Student Awards this year. A motion from Kanneman, Phillips second, was passed to approve two \$200 Student Award prizes for next year.
- m) Faculty Awards Report: The name of the Faculty Teaching Award winner was not available.

### **III. Old Business**

- (a) Parisay discussed a rough draft of the 2006 Meeting report.
- (b) Section Revenue Enhancement. Previously discussed during the meeting.
- (c) No other Old business.

### **IV. New Business**

- a) Spring 2007 Conference: Loscutoff reported on a very encouraging response to his call for an institution to host the 2007 meeting. The responding institutions were discussed and reviewed with attention paid to the strength of the commitment and to desirable location factors. The Board made the following ranking for a potential host: (1) Nevada, Reno (2) Arizona State. The University of Arizona and UC Merced were thought to be 2008 possibilities.
- b) The Fall Board meeting will be on October 13 at UOP.
- c) Phillips gave the Nominating Committee report. Because of changes and resignations, some noted earlier, the 2006-2007 ballot is not yet complete. Loscutoff appointed Phillips as PSW Executive Secretary to replace Wells. At this point Wells wishes to continue on the Board.
- (d) Loscutoff presented the PSW Chair gavel to Khoie.

### **V. Adjournment**

The meeting was adjourned at 3:22 pm.

Respectfully Submitted

Rich Phillips, Executive Secretary