

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

**March 20, 2009
Room -----
National University
San Diego, CA**

PSW Chair Larson called the meeting to order at 12:23 PM

Members Present: Larson, Gallagher, Colvin, Amin, Enriquez, Plotkin, Phillips, Raeisi, Wang.

Proxies: Little, Rezaei (Phillips), Loscutoff (Raeisi)

Participating by Telephone: Member Rezaei

Guests: Brian Self Zone IV Chair, Gemunu Happawana, John Krupczak, Kate Disney, Vince Burch

I. Call to Order

- a) Chair Larson welcomed all present and asked for general introductions.
- b) A quorum was declared. (Phillips noted that 19 of potential 21 voting positions are filled.) Nine members were present. There were three proxies.
- c) MSP. Minutes of 11/07/08 were approved with one correction.
- d) The agenda was approved as presented.
- e) Announcements: Vince Burch, on behalf of himself, Krupczak, and Disney presented a Resolution from the ELC asking “How can engineering faculty fulfill our responsibility to develop the technological literacy of the non-engineering members of our society?” Discussion followed. The main action that resulted was that Wang will incorporate this topic into his planning for the Zone IV Meeting that he is hosting next March. The question was also posed as to whether PSW could take this topic to the National ASEE level. Larson agreed to respond to the ELC on our discussions.

II. Section and Committee Reports

- a) Chair Report: Chair Larson expressed that she was happy to have served this past year as PSW Chair.

b) Past Chair Report: No Report.

c) Chair Elect Report: Gallagher reported on his efforts to contact Campus Reps, and asked about ASEE representatives at industry locations. He then presented a draft, updated list of campus Reps that he and Raeisi had put together. There is no PSW Outstanding Campus Rep award for 2008-2009. Enriquez then asked about contacting CC Members in AZ and NV. Wang asked as to how many institutional PSW members were in good standing.

At this point, Rezaei joined the conference via telephone.

d) Zone IV Report: Self reported that a national award in Engineering Economics has been established. Also, Zone IV Bylaws have been approved, and there will be an effort to simplify the Outstanding Teaching Award nomination forms. Wang then reported that the dates for the upcoming Zone IV meeting are March 25-27, 2010, in Reno Nevada. Some discussion regarding this meeting followed. A conference call is to be set up for the Zone IV Meeting Organizing Committee.

e) Faculty Awards: Breitenbach was not present, but her report was circulated to the meeting. Thomas Impelluso, San Diego State University is receiving the Outstanding Teaching Award, and Nicholas Arnold, Santa Barbara City College, will receive the Outstanding Community College Educator Award. Although there was a better pool of award nominees than in the recent past it was pointed out the PSW Board members did not produce one nominee each!

f) Student Awards: no Report.

g) New Faculty: Colvin reported that he had set himself a goal of recruiting 10 new faculty PSW members, and had signed up 8. He then circulated a report on his activities.

h) Membership: No Report. Amin took this opportunity to discuss the 2009 PSW Conference, which he hosted. There were 73 papers submitted and 47 presented. Attendance was 85. This included five attendees from Community Colleges and three papers from CCs. Amin also presented a preliminary budget report that showed expenses and income essentially balanced at about \$11,000. Larson then congratulated Amin on a great conference!

i) Community Colleges: Enriquez repeated his interest in reaching out to CCs in AZ and NV. Larson said that she would help in this effort

j) Treasurer's Report: Plotkin circulated his Treasurer's report dated March 20, 2009. The report was accepted. He pointed out that \$1000 remains committed to the CC award. Larson and Gallagher will make an effort to find funding for future CC awards. Larson reminded Phillips that he had agreed to send her a sample letter that he had used to solicit the \$50 voluntary contributions from PSW member institutions. It was noted that the number of these contributions has been decreasing lately. Plotkin said the he would make an effort to learn which institutions have been making said contributions.

k) Secretary Report: No Report

l) Nominating Committee: Rezaei and Loscutoff are to come up with a slate of nominations to fill expected vacancies on the 2009-2010 PSW Board. The nominations are to be submitted to Phillips, and Larson will conduct the election. Board members whose terms expire in 2009 will be asked if they wish to continue. Wang and Rezaei said that they would like to continue. A brief discussion was held as to candidates for Chair Elect.

m) Director's Reports: No Reports

n) Webmaster: No Report.

o) RWI Reports: RWI North, No Report. RWI South, No Report.

III. Old Business

a) Fall 2009 PSW Board Meeting. Raeisi confirmed that CSU Fresno is willing to hold this meeting. It was suggested the ELC will also be at Fresno next fall, and that holding the PSW meeting at the same time would be a great convenience for some.

b) Campus Rep Awards: Covered earlier.

IV. New Business

a) 2011 PSW Section Meeting: Raeisi also confirmed that CSU Fresno is willing to host this meeting.

b) Gavel: At this point Larson passed the gavel to Gallagher.

V. Adjournment

The meeting was adjourned at about 2:26 PM.

Respectfully Submitted

Rich Phillips, Executive Secretary
ASEE/PSW 2008-2009