

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

March 27, 2010

**Joe Crowley Student Union
University of Nevada
Reno, NV**

PSW Acting Chair Jose Macedo called the meeting to order at 10:55 AM

Members Present: Larson, Macedo, Enriquez, Phillips, Raeisi, Wang

Proxies: Little (Phillips), Gallagher (Macedo)

Guests: Brian Self, Zone IV Chair, J. P. Molson, President ASEE, David Lanning, Embry-Riddle University, Prescott, AZ, Gemunu Happawana, California State University, Fresno.

I. Call to Order

a) Chair Macedo welcomed all present and asked for general introductions.

b) Lack of a quorum was declared. (Phillips noted that 18 of potential 21 voting positions are filled.) Six members were present. There were two proxies. Thus, any decisions made at this meeting will be advisory.

c) Approval of Minutes of 10/23/2009 is delayed.

d) It was agreed to use the agenda of 10/23/09 for this meeting.

e) Announcements: Macedo announced that Chair Gallagher had to be in Germany on business. Raeisi then announced that the International Journal of Modern Engineering (IJME) has again proposed to join the PSW Spring 2011 meeting in some capacity. Larson thanked Wang and Self for the excellent Zone IV meeting held over the past three days. All present agreed!

II. Section and Committee Reports

a) Chair Report: No Report

b) Past Chair Report: No Report

- c) Chair Elect Report: It was noted that the PSW Chair Elect serves as Section Campus Representative. President Molson suggested that the PSW Section consider establishing a Section Campus Representative position on the PSW Board. This is to be an agenda item for a future Board meeting. The discussion then turned to the upcoming PSW Board election. To date, the Nominating Committee has taken no action. Larson and Raeisi then discussed plans for forming a ballot. The third member of the Nominating Committee, Luscotoff, was not present. The Committee will welcome suggestions for Board candidates.
- d) Zone IV Report: Wang made a preliminary report on the concluding Zone IV meeting. There were 81 registered participants. It looks as if the Conference will break even financially. Fifteen Deans in the PSW Section contributed \$1600 dollars to support the Deans lunch. The Conference received no financial support from industry.
- e) Faculty Awards: Breitenbach was not present. However she had forwarded her report to Gallagher who copied Macedo. Kate Disney of Mission College was chosen PSW Outstanding Community College Educator. She received a plaque and a \$1,000 honorarium. Trevor Harding of Cal Poly San Luis Obispo was selected for the PSW Outstanding Teaching Award. He received a framed certificate and a \$1,000 honorarium.
- f) Student Awards: No Report. Hope was expressed that the committee looking at this, Little, Colvin, and Macedo, will become active.
- g) New Faculty: No Report
- h) Membership: No Report
- i) Community Colleges: Enriquez said that he has received a formal request from the Engineering Liaison Council (ELC) to have a joint meeting with PSW next spring. He then gave some background on the ELC.
- j) Treasurer's Report: Plotkin has forwarded the March 2010 Treasurer's Report to Gallagher. However, a copy was not available at the meeting. Formal approval will have to wait

At about noon the meeting adjourned briefly for box lunches provided by the conference. The meeting then continued over lunch.

- k) Secretary Report: No Report
- l) Nominating Committee: Covered under IIc
- m) Director's Reports: No Reports.
- n) Webmaster: No Report.
- o) RWI Reports: No Reports.

III. Old Business

None

IV. New Business

- a) The importance of filling the Relations With Industry (RWI) North and East positions was again stressed.
- b) Fall 2010 Board Meeting: Raeisi offered Cal State Fresno as the site for this meeting. Date to be determined.
- c) 2011 PSW Spring Conference at CSU Fresno: Date still to be determined. Raeisi stated that it is unlikely that they would be able to accommodate the ELC at this meeting. The discussion then turned to the possibility of including IJME in the conference. (Last fall, this group had presented itself as International Association of Journals and Conferences (IAJC)). Some stated that we knew little about this organization. Macedo is to contact the IJME to discuss copyright as well as other issues.
- d) Site of the 2012 PSW Spring Conference was then discussed. Cal Poly San Luis Obispo has tentatively offered to host this event. Macedo will try to generate a list of institutions that might be willing to host future ASEE/PSW events.
- e) Self asked for items he might bring up with National ASEE. He was reminded that the nomination procedure for faculty awards is cumbersome and he agreed to bring this up again. Self reported the Habib Pacifico of the Pacific Northwest Section will serve as Zone IV Chair next year.

V. Adjournment

The meeting was adjourned at about 12:54 pm.

Respectfully Submitted

Rich Phillips, Executive Secretary