

American Society for Engineering Education
Minutes of the Biological and Agricultural Engineering Division Business Meeting
Honolulu, HI
June 26, 2007
(Draft – unapproved by the membership)

Members present: Tom Brumm, Marybeth Lima, George Meyer, Paul Schreuders, Dennis Schulte, Bob Stwalley, Ernest W. Tollner, and Lalit Verma.

- I. The meeting was called to order by Chair Tom Brumm at 6:30p.
- II. Approval of Minutes.
 - a) Schulte moved, Lima seconded, that the minutes from the previous meeting be approved, as corrected for typographical errors. The motion was approved by voice vote.
- III. Treasurer's report: Lalit Verma
 - a) Verma reported there was a balance of \$3,612.49 in the BASS account and \$300.15 in the operating account as of April 30, 2007.
- IV. Program chair's report – Paul Schreuders
 - a) 2007 session attendance was good with good comments from the attendees.
 - b) The number of papers and abstracts were down.
 - c) The paper submitting process was discussed.
 - d) The BAE Division sponsored an pre-meeting workshop on "Spiral Curriculum" presented by faculty from Virginia Tech. Sixteen people attended, short of the 25 needed to break even financially.
- V. PIC-1 meeting report – Tom Brumm
 - a) It is likely that a "publish to present" rule will be implemented for the entire Society
 - b) A relatively small proportion of the membership participates in Society elections. Because of incorporation laws in Pennsylvania (where ASEE is incorporated), electronic balloting is not an option. Various strategies to increase participation was discussed.
 - c) The "emerging trends" poster session has an uncertain future. This session was not sponsored by any particular division and the "champion" for this session is stepping down. Various options were discussed about how to continue this session. The group concurred that the session should continue and that individual program chairs should review/approve posters, and then submit them. Thus, the new "champion" would not be responsible for the review process. The PIC-1 discussions will be shared up the line.
 - d) Smooth paper problems are being resolved.
 - e) Division by-laws must be approved every 10 years. Any division with delinquent by-laws should submit approved by-laws by December 1.
 - f) While attendance was down slightly for the 2007 meeting, the number of papers were up.
 - g) Upcoming meetings: Pittsburgh (2008), Austin (2009), Louisville (2010), Vancouver (2011), and San Antonio (2012).
- VI. Division Awards – Bill Tollner
 - a) The Teaching Materials and Methods Award. There were two nominations. The committee felt there was not enough information in the material submitted to make a good judgment, therefore no award was given. Brumm charged the Awards Committee to review the guidelines for this award so that future nominations will provide sufficient information.
 - b) The Best Paper award (certificate and \$250) went to George Meyer and David Jones of the University of Nebraska for their paper, "Advanced modeling in biological engineering using soft computing methods."
- VII. Old Business
 - a) Distinguished lecture. The proposed distinguished lecture on "Biology in Engineering" by Jim Dooley was not accepted by the Society. The consensus was to make the request next year, especially since Dooley is the President-elect of ASABE.

- b) **By-Laws.** Although BAE believes its by-laws were last approved in 2003, the Society has no record. Thus we will have the membership vote on the latest version, revised to fit the Society's template. Since there needs to be 30-day notice before a vote can take place (and the latest revision was sent out only 10 days before the business meeting), approval of the revised by-laws will take place electronically. An approved set of by-laws need to be submitted to the Society by December 1.

VIII. New Business

- a) **Election of Officers.** The following slate was elected by unanimous consent.
 - i) Past-chair: Tom Brumm (Iowa State)
 - ii) Chair: Paul Schrueders (Utah State)
 - iii) Program Chair: Kurt Rosentrater (USDA – South Dakota, South Dakota State)
 - iv) Treasurer: Lalit Verma (University of Arkansas)
 - v) Newsletter: Tom Brumm (Iowa State)
 - vi) Secretary: Nadia Kellum (University of Georgia)
- b) **Ideas for the 2008 BAE sessions were discussed. They included:**
 - i) Biology for Engineering
 - ii) Current trends / innovations
 - iii) Student recruiting and retention - roundtable
 - iv) Co-sponsoring a "biology in engineering" session with BME and/or ChE divisions.
- c) **Membership.** BAE membership is down 45% over the past three years. BAE membership is now at 185. While the decline coincidentally corresponded to when a \$5 division due was instituted, it was agreed that action should be taken. Any division less than 125 members is likely to be decommissioned.
 - i) It was agreed to compose a letter to agricultural and biological engineering department chairs discussing the benefits of ASEE membership. Brumm and Schulte will lead this effort.
 - ii) Motion: "The BAE division will establish an award for a pre-tenured, new ASEE/BAE member that will pay for full early-bird registration for an invited presentation. Nominations will be made by department chairs. The winner will be selected by the BAE awards committee." Moved by Lima, seconded by Schrueders. Motion passed on a voice vote. Brumm directed the Awards Committee to develop criteria and nomination materials.

IX. Adjourn. Schrueders moved and Lima seconded a motion to adjourn. The motion passed by voice vote. The meeting adjourned at 7.27p

Respectfully submitted,

Bob Stwalley & Tom Brumm
(Substituting for absent Secretary Kurt Rosentrater)