

ASEE LEAD Meeting Minutes
March 11, 2019
1PM EDT

Attendees: Gregg Warnick, Beth Koufteros, David Niño, Meg Handley, Mike Erdman, Steve Klosterman, Meagan Kendall, Ebonee Williams

1. ASEE 2019 Annual Conference
 - a. Update from David on technical papers accepted:
 1. 28 abstracts submitted
 2. 14 papers submitted to review; rejected one, 13 under revision- guessing there will be 12-13 papers
 3. Most of the reviews were good, the reviewers did a good job, but some contradicted each other. **Question is where do we set our bar regarding this process?**
 1. Advice from David as program chair: what do we want to achieve for our annual conference and what do we want from our division and how do we encourage contributions that are for our community to see and use going forward.
 2. It would be great if we had people submitting things that can actually be used in a class. Teaching materials that are available on our website. A good resource for repository of things you can use in your courses.
 1. Carter Racing- look this up as a resource as an example of items for a repository for programs
 2. Journal of Management Education- gives information in detail
 3. Action item for program committee- how do you institute this in the call for paper for 2020.
 - b. Schedule review:
 1. Business meeting- Tuesday 5-6:30pm
 1. [LEAD Business Meeting](#) - Tue. June 18, 2019 5:00 PM to 6:30 PM (ID: 10597)
 2. Social- Monday 6-8pm
 1. Social Function - [LEAD Social Event](#) - Mon. June 17, 2019 6:00 PM to 8:00 PM (ID: 10598)
 3. Workshop- Sunday Beth Koufteros is leading it:
 1. [SUNDAY WORKSHOP: Cultivating Active Learning Pedagogy in Engineering Leadership](#) - Sun. June 16, 2019 9:00 AM to 12:00 PM (ID: 10587)
 4. Technical Session slots- 3 technical sessions Monday 1:30-3: Wed. 8-9:30am; Thursday 11:30-1pm; Poster- Tuesday from 11:30-1pm
 1. Technical Session - [Engineering Leadership Development Division Technical Session 1](#) - Mon. June 17, 2019 1:30 PM to 3:00 PM (ID: 11311)

2. Technical Session - [Engineering Leadership Development Division Technical Session 2](#) - Wed. June 19, 2019 8:00 AM to 9:30 AM (ID: 11312)
3. Technical Session - [Engineering Leadership Development Division Technical Session 3](#) - Wed. June 19, 2019 11:30 AM to 1:00 PM (ID: 11313)
4. Poster Session - [Engineering Leadership Development Division Poster Session](#) - Tue. June 18, 2019 11:30 AM to 1:00 PM (ID: 10735)
5. Panel- Tuesday 8-9:30am- David to contact Patty to see if she can add one or depending on how the papers come through, one of the sessions may need to change to the panel- **See #2 Below**
 1. [Aligning Engineering Leadership Development with Academic Strategy](#) - Tue. June 18, 2019 8:00 AM to 9:30 AM (ID: 10600)
6. Panel scheduled that includes Dean's- Is someone willing to take the lead on this panel? Coordinating it- the place of leadership development and its role for promotion and tenure- is it valued in a university setting- **Decided to table this one until next year and switch it with the Big 10+ panel that Dena/Mike have been working on**
- c. Social Location: Megan
 1. Working on it; pros and cons to the ease and location of the social last year, but we really liked the one at the bar
- d. Attendance: Is anyone not planning on attending the conference in Florida? **Everyone in attendance on this call will be coming to the conference. Gregg may have a conflict.**
2. Strategic Initiatives – Meg
 - a. Follow-up from last meeting
3. PIC II nominations (PIC II chair)]
 - a. Eligible: Ron Bennett, Steve Klosterman, Gregg Warnick (Must have been a division chair)
 - b. I have included the PIC II chair duties if you would like to nominate someone (self-nomination is accepted as it really is an opportunity for those qualified and interested). If you nominate someone, it is important that you visit with them and make sure they are absolutely committed to running and fulfilling the responsibilities of the PIC II office if chosen. Please let me know via email with a statement of who you would like to nominate and a justification of why and I can pass these on to Peter Schmidt (the current PIC II chair).
 - c. I believe the vote occurs by the ASEE board of directors
 - d. **Make sure you talk to the person you are nominating before you nominate.**
4. Membership / Nomination – Meagan
 - a. Need to have recommendations ready
 - b. 2 to 3 newsletters prior to the next meeting
 - c. Meg to send the strategic initiatives for the newsletter- end of May beginning of June
 - d. Membership/treasurer- 2 year term
 - e. Secretary- 1 year term

5. Next meeting – Monday (try and find a time that works with Bill’s schedule and the group). If it does not then I would suggest we use the same meeting time as today and we loop Bill in.