

LEAD Business Meeting (Draft Notes)
Tuesday June 17, 2014
Indianapolis Convention Center Room 233 at 4:00pm
ASEE Annual Conference 2014

These are the minutes of the 2014 Annual business meeting of the LEAD constituent committee. Recording Secretary – Dave Bayless. Members present: Dave Bayless, Ron Bennett, David Nino, Beth Todd, Rick Schuhmann, Mike Erdman, Steve Klosterman, Gregg Warnick, Beth Hartmann, Tom Roberts, Richard Sweigard, Bill Schell, Rebecca Komarek, Julie Little-Wiles, Spencer Magleby, and Kay Neeley.

Report

1. Status of the Constituent Committee – The committee is petitioning for division status and hope it is granted Wednesday. Ron Bennett and I have prepared petition for PIC II Chair to review and forward. We have a good case for division status. 280+ members with 30 more signed up this conference. 78 people attended our technical sessions with ten papers. The posters session was jammed. But the success does not end there. The COMPLETE meeting in March 2014, which was a fantastic success, will also be mentioned in the petition.
2. Comments from the Incoming PIC Chair
 - a. Marjan Eggermont reporting for Catherine Skokan
 - b. By laws must be updated every ten years
 - c. Use the new logo
 - d. Search and navigation on the ASEE website will be improved
 - e. Each division is being challenged to take on an action item with respect to diversity
 - f. On line membership is challenging, it is being addressed (it is available)
 - g. Financial statement and officer list to ASEE (Lisa Brandi)
 - h. Special fund from PIC chair call (for \$500 which must be matched) will come out in August
 - i. Look at the possible awards from ASEE and be sure to nominate people
 - j. Next conference in Seattle June 14-17, 2015
3. Program Chair report on the sessions
 - a. Ron thanked all the reviewers
 - b. Twenty two abstracts submitted, with 14 papers. 10 papers in the technical sessions and four in posters. Shooting for at least three technical sessions.
 - c. Ron announced that *Prism* is considering an article on LEAD and COMPLETE.
 - d. Conference on Engineering Leaders in Qatar in November 2014
4. Officer Elections
 - Immediate Past Chair (Outgoing Chair) – David Bayless, Ohio University [Bayless@ohio.edu]
 - Incoming Chair – Ronald Bennett, University of St. Thomas [rjbennett@stthomas.edu]
 - Program Chair (Chair Elect) – Steve Klosterman, Northeastern University [s.klosterman@neu.edu]

- Treasurer – David Nino, Rice University [dn@rice.edu]
- Secretary – Rebecca Komarek, University of Colorado [Rebecca.komarek@gmail.com]
- Program Committee – Gregg Warnick, BYU [gmw@byu.edu], Beth Hartmann [bethlin@iastate.edu], Rick Schuhmann, MIT [rschuh@mit.edu], Mike Erdman [ame17@enr.psu.edu]
- Nominating Committee – Gregg Warnick BYU [gmw@byu.edu]
- Program Liaison (ASEE LEAD and COMPLETE) – Rick Schuhmann, MIT [rschuh@mit.edu]
- Awards Committee - Julie Little-Wiles, IUPUI [jlittlew@iupui.edu]

5. Standing business

- a. Steve, Mike, Ron, Rick and Beth need to meet off line to address next year's call for papers
 - Need to advertise to members to submit to the leadership division. Many leadership papers were found in other sessions.
 - Consider co-sponsoring. Get corporate members to the table and public policy, management, women in engineering, and entrepreneurship
 - Email other program chairs where papers might be submitted that may better be in the leadership division
 - Suggest themes to stimulate submission, such as women in leadership, curricular integration of leadership into existing classes - Challenges and Best Practices, assessing leadership competencies, an leadership theory, research and practice
 - We will explore a panel session with other divisions practicing “leadership” to compare our approaches to leadership.

- b. Mike Erdman has suggested that a database of engineering leadership programs should be one of first efforts. Possible information to include for each program would be curricular contents and courses, certificates, contact information and notification of programs that are changing and updating. Support for this was high, especially as it pertained to aiding other programs launch or expand their efforts. Gregg Warnick from BYU has indicated he could supply the starting point for this. Mike Erdman also volunteered to start and draft a value statement for encouraging participation from the greater community. Mike Erdman, Gregg Warnick, David Nino, and Dave Bayless will be the working group for academic and corporate leadership programs.

- c. Accreditation and Outcomes – Last year much discussion on accreditation and outcomes evolved. It was suggested that we encourage ABET and NSPE to add leadership to the list of student outcomes. Ron is talking to NSPE to discuss this topic. We need to consider a letter that might address this – joint paper from COMPLETE and ASEE – to add to a-k. ACTION ITEM – Form a committee to discuss next steps. Ron Bennett, Tom Roberts, Rick Sweigard, Rick Schuhmann, Beth Hartmann, and Spencer Magley working group to move towards a special session topic.

6. New business

- a. New division name – Engineering Leadership Development Division
- b. We will explore the possibility to have a workshop, special session, or panel for developing new leadership programs. Mike Erdman, Ron Bennett, Dave Bayless, Kathryn Neeley, and Steve Klosterman on working committee to explore this idea and responses to Engineer 2020.
- c. Explore working on a special issue of JEE for leadership papers
- d. Tuesday afternoon will be requested for next business meeting
- e. Considering LEAD meeting at the next COMPLETE meeting in October 2014

7. Adjourned at 5:11pm