

**ASEE Engineering Leadership Development Division (LEAD)
Business Meeting**

Washington State Convention Center, room 208

June 16, 2015

5:45 p.m.

Chair: Ronald Bennett

Recording Secretary: Rebecca Komarek

Attendees: Dave Bayless, Ebonee Williams, Beth Hartmann, Sara Perry, Nael Barakat, Steve Klosterman, Doug Reeve, Elena Florea, Ron Bennett, Marjan Eggermont, Mike Erdman, Robyn Paul, Meagan Vaughan, Tom Roberts, Spencer Magleby, Gregg Warnick, Kate Trevey, Andrea Gorman, Kyle Gipson, Dena Lang, Eric Rebentisch, Joel Schindall, Bruce DeRuntz, Rebecca Komarek, Simon Pitts

1. Welcome and Division Report
 - a. There were 609 members prior to our business meeting, with more signed up this conference.
 - b. Division status achieved during 2014
 - c. Article in PRISM on LEAD and COMPLETE in September, 2014 issue
2. Comments from the PIC Chair – Marjan Eggermont
 - a. This year there are 10 new divisions, 2 constituent committees
 - b. Bylaws: strongly encourage that LEAD adds a diversity statement and a statement on online voting; sample statements online
 - c. call for special projects in October – can provide funds for special projects and don't typically get many proposals; \$500
 - d. Strategic Doing and Listening session today at 12:30: budget deficit, strategic planning to strategic doing – agile, network organization, the year of action on diversity
 - e. 2016 will likely be year of action on pre-school – 12 education.
 - f. ASEE has 2 parts to the organization: conference side, doing fine financially and contract side that is being restructured
 - g. BASS accounts. Disregard email. Now BASS account is unaffected. Starting October 1, any money going in will have 30% administrative fee.
 - h. Membership dues to into BASS account. Some divisions have dinner funds that go into BASS account. In the past, ASEE has “subsidized” any administrative costs.
 - i. Meeting with other PIC chairs – giant list of feedback from conference, which will include all of those questions. FAQ will be sent out later this week.
 - j. Relationship between ASEE and ABET? ASEE has to pay ABET \$60,000 to be involved and there is discussion as to whether they want to continue

3. Program Chair report on the sessions – Steve Klosterman
 - a. Did a good job of getting announcements to listserv
 - b. 60 abstracts submitted, culled down to 23 papers accepted and presented
 - c. Amount of interest gave LEAD credibility to get rooms for sessions, with those numbers we got the 4 tech sessions
 - d. Steve thanked all reviewers
 - e. 4 technical sessions with attendance of 80, 45, 50-60, 50-60; one joint session with Engineering Management and one workshop
 - f. Did a reach out to COMPLETE members (group of universities who have leadership centers)
 - g. Bill Shell helped us become a division, helped with joint panel
 - h. Generosity in participation on panel
 - i. Ron’s efforts to get the word out really did a lot, seeing people joining the division in 10s, 20s, 30s
 - j. High quality dialogue, high quality presentations
 - k. BEST PAPER: *The Ebb and Flow of Engineering Leadership Orientations*. Doug Reeve, Cindy Rottmann and Robin Sacks, University of Toronto
 - l. Very good coming out party, camaraderie was strong

4. Proposed By-law changes – Ron Bennett
 - a. Past chair fill void
 - b. Motion: combine Chair Elect and Program Chair. Gregg. Unanimous
 - c. Motion. Succession only involved program chair and chair. Mike. Gregg second. Unanimous.
 - d. Motion. Secretary and treasurer be one year terms. Doug moves the two be combined. Seconded Nael. Motion withdrawn
 - e. Motion Secretary and treasurer job be one year. Doug, second Ebonee. Re-electable. Unanimous.
 - f. Motion. Move to make 2-year terms for Chair and Program Chair/Chair Elect. Mike. Dena second. Motion passed 19 for and 3 abstained, 5 against.
 - g. Motion. Keep chair and program chair retroactive. Gregg, Mike second. 2 abstentions. Passed.
 - h. Communicate open positions to community at large via email. Gregg.
 - i. Secretary and treasurer up for vote every other year, staggered.

5. Officer Elections

The following were nominated for LEAD officers for the 2015-2016 year.

- Chair, Ronald Bennett
- Program Chair/Chair Elect, Steven Klosterman
- Secretary, Rebecca Komarek
- Treasurer, David Nino

All accepted the nomination. The vote was unanimous for all four officers.

- Immediate Past Chair (Outgoing Chair) – David Bayless, Ohio University [Bayless@ohio.edu]
- 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, MIT [dnino@mit.edu]
- Secretary – Rebecca Komarek, University of Colorado [Rebecca.komarek@gmail.com]
- Program Committee – Steven Klosterman, Chair, to organize a program committee.
- Nominating Committee – Gregg Warnick BYU [gmw@byu.edu] Chair. Members Dave Bayless, Steve Klosterman
- Program Liaison (ASEE LEAD and COMPLETE) – Need an appointee.
- Awards Committee - Julie Little-Wiles, IUPUI [jlittlew@iupui.edu], Chair. Members Ron Bennett, Steve Klosterman, Rebecca Komarek.

6. Standing business

- a. Budget – David Nino
 - i. \$180 in our BASS account. Charge any money 30% that comes in after October.
 - ii. A suggestion was made to increase annual member dues. The group discussed this and decided not to increase dues at this time in order to provide no dis-incentive for joining LEAD. Tabled.
- b. Website – Rebecca Komarek
 - i. Will post papers and presentations from this conference
- c. Database of engineering leadership programs status – Mike Erdman
 - i. Value statement for our division – Mike Erdman volunteered to lead.
 - ii. Figure out who has embedded courses for the leadership program, we've had attempts to get this in place
 - iii. Agreement on content of database, do during the year and circulate to the membership to create questions to circulate to the group; 2 volunteers, Kate Trevey
 - iv. Mike Erdman, Gregg Warnick, David Nino, and Dave Bayless will be the working group for academic and corporate leadership programs.
- d. ABET requirements and leadership status – Ron Bennett
 - i. Criterion 3 of the a-k outcomes is now in discussion. Not in any motion statement yet. The deadline is July 1. Ron suggests that

we encourage societies that it put leadership in their program requirements: Civil, Construction and Management have it in their program criteria and curriculum.

- ii. Suggestion to read proposed criteria.
- e. Strategic Plan – David Nino
 - i. If interested in being involved, contact David Nino. Tell Ron. He'll connect you
 - ii. Defining objectives of division and how we are going to get there.
 - iii. Create a committee: LEAD division strategic plan committee, Kyle Gipson volunteers, Meagan volunteers, Simon Pitts volunteers
- f. Other old business – Ron Bennett
 - i. Need to advertise to members to submit to the leadership division. Many leadership papers were found in other sessions.
 - ii. Consider co-sponsoring. Get corporate members (Corporate Member Council) to the table and public policy, management, women in engineering, and entrepreneurship
 - iii. Suggest themes to stimulate submission, such as industry's needs for engineers educated in leadership, women in leadership, curricular integration of leadership into existing classes - Challenges and Best Practices, assessing leadership competencies, an leadership theory, research and practice
- 7. Officer elections – Gregg Warnick
 - a. Motion. Nominations of officers for the 2015-2016 year
 - b. Ronald Bennett for Chair.
 - c. Streven Klosterman for Program Chair/Chair Elect
 - d. Rebecca Komarek for Secretary.
 - e. David Nino for treasurer.
 - f. All accepted nomination
 - g. Vote was unanimous for all four officers.
 - h. Simon Pitts accepted leadership of a task group to organize and seek funding for a LEAD social event for the 2016 ASEE Annual Conference in New Orleans.
 - i. Gregg Warnick for nominations
 - j. Julie Little-Wiles for Best Paper Award. Dena to join this group.
 - k. Mike Erdman for vision statement
- 8. New business
 - a. Mike Erdman will lead on database with working group
 - b. David will work on strategic plan with working group
 - c. Event planning committee: Simon will run it. Will dig up a sponsor.
 - i. Ron will give Simon a contact for Lockheed.
 - ii. Get money before 10/1 would be ideal. Find somebody from New Orleans to be our on-the-ground contract.

- d. Mike Erdman: Could consider splitting up into 4 panel discussions: discuss graduate programs, embedded courses, minors and undergrad certificates
- e. Look for opportunities to move across divisions for some of the events
- f. Ethics would be a beneficial collaboration, have paid a speaker, could apply for funding from ASEE; Nael is a connection in the Ethics division
- g. Steve: open up any discussions about program? He says we should do the same next year. Got a lot of people to participate. Panels are a challenge. Focus more on workshops perhaps. 4 technical sessions again, 2 panels, and a workshop. Workshops are on Sunday. Can we run a workshop as a tech session? We may have under-marketed the workshop. May be able to strategically place the networking event.
- h. Ron: We have inquiries from corporate member council to collaborate. Could do something off-site. Joint industry/academic session would be good.
- i. Gregg: Really strong call for assessment of leadership development.
- j. Industry academic collaboration; Top 5 leadership development programs would probably provide people
- k. Officers will discuss how to run the program next year
- l. Best paper chair and review papers committee

9. Adjourned at 7:20 pm