

MINUTES

MECHANICAL ENGINEERING TECHNOLOGY DEPARTMENT HEADS COMMITTEE MEETING

2005 ASEE ANNUAL CONFERENCE AND EXPOSITION

PORTLAND CONFERENCE CENTER

PORTLAND, OREGON

TUESDAY, JUNE 14, 2005

4:30 PM – 6:00 PM

I. The meeting was called to Order at 4:30 PM by Ken Rennels, METDHC Chair.

Ken asked attendees to introduce themselves and sign the attendance list.

Agenda was approved as distributed.

II. Minutes of November 16, 2004 METDHC meeting at the ASME IMECE were approved.

III. Chairs Report and Staff Report– *Ken Rennels*

Ken provided the staff report in Tom Perry's absence. The ASME Summer Annual Meeting conflicted with the ASEE meeting and ASME staff was not present. The METDHC Operating Guide was revised at the November 2004 and was distributed with the minutes. METDHC has changed from regional representation to election of members-at-large to represent 2-year and 4-year programs. Scott Danielson noted that this change makes the METDHC organization different from the METDH organization. ASME is completing its restructuring to centers. Walt Laity will lead the Center for Education. Ken announced the Essential Teaching Seminars for Engineering Faculty and distributed a handout. Ken also reminded the committee of the METDHC list serve and will send emails to let members know how to join the list serve.

IV. Vice-Chairs Report *Raju Dandu*

Raju noted the following:

- The IMECE for 2005 will be held in Orlando November 5 – 11. There are 3 METDHC sponsored sessions with 20 abstracts submitted. Raju asked for volunteers to serve as reviewers for the conference papers.
- Raju noted that ASME is celebrating 125 years. ASME has a web site link for celebration activities at <http://anniversary.asme.org/>

V. Report by the Liaison to the Committee on Technology Accreditation – *Scott Danielson*

Scott gave a short description of the CTA. John Hartin described the present diversity issue on the CTA and the loss of ASME representation to TAC. Due to lack of diversity, the ABET board denied ASME one of its commission slots and both alternate slots. One commissioner resigned and has been replaced with an industry representative. The CTA is asking the MET community to help nominate industry and underrepresented academic program evaluators. Scott stated that the Mechatronics criteria will be distributed for review.

Scott brought a new issue to the committee from Mohammad Zahraee on the TAC Executive Committee. Northeastern University has requested a change in the TAC Criterion 4 to allow the total credit hour requirement to be flexible enough to accommodate 12-week quarters rather than 10-week quarters. Northeastern University has a quarter system that results in 165 total credit hours rather than the required 186. After discussions, the committee considered three options:

1. recommend no change to the Criterion 4 language
2. recommend eliminating any total credit hour requirement from Criterion 4
3. recommend making the Criterion 4 language more general, such as “124 semester hours or equivalent quarter hours.”

After discussion, a vote was conducted and option 3 was selected as the recommendation of the METDHC to the TAC Executive Committee.

VI. Report by Nominating Committee – *Scott Danielson*

Scott Danielson presented a slate of candidates for the office of Secretary of the METDHC. The nominees were Tim Brower from Oregon Institute of Technology and Frank DiBella from Northeastern University. No additional nominations were offered from the floor. Tim Brower was elected by secret ballot.

VII. New Business

Election of Members-at-Large – As a result of the change in the Operating Guide, the METDHC Executive Committee will be made up of the Chair, Vice-chair, Secretary, Past-chair, five members-at-large, up to two international members-at-large, and a liaison to the ASME CTA. The members-at-large should represent geographical diversity, 2 and 4-year schools, and bring expertise on issues facing the METDHC. Some of the projects on the horizon for the committee include recruiting/retention, best practices in MET, and raising the visibility of MET programs with K-12 and industry. Frank DiBella was nominated. The nominations were put on hold since the size of the group was not large enough. Ken Rennels, as past-chair and responsible for nominations, will solicit nominations on the METDHC list-serve and elections will take place before the November meeting.

Other announcements:

- Tau Alpha Pi will hold its student meeting at the ETLI. Ken encouraged programs to send TAP student officers to the meeting
- ASEE is setting up a national data base for external reviewers and may host the data base on its web site. The committee was encouraged to participate.
- Raju asked for paper reviewers for the ASME METDHC sponsored sessions.
- A suggestion was made that METDHC consider a Best Paper recognition for the METDHC session papers

Meeting Adjourned at 6:00 PM