Council of Chairs  
in Biomedical Engineering and Bioengineering

Minutes of the Annual Meeting  
Thursday, March 2, 2000  
Washington Marriott Hotel, Washington D.C.

Attendees:
Thomas R. Harris, Chair  
Vanderbilt University  
Kenneth R. Lutchen, Treasurer  
Boston University  
Richard T. Hart, Secretary  
Tulane University  

Eric J. Guilbeau  
Arizona State University  
Patrick E. Crago  
Case Western Reserve University  
Aydin Tozeren  
The Catholic University of America  
Banu Onaral  
Drexel University  
Roger Barr  
Duke University  
Edwin L. Dove (for K. B. Chandran)  
University of Iowa  
Paul N. Hale  
Louisiana Tech University  
Jack Winters  
Marquette University  
Richard Foulds  
New Jersey Institute of Technology  
Robert A. Linsenmeier  
Northwestern University  
Dan Hammer  
University of Pennsylvania  
Robert L. Spilker  
Rensselaer Polytechnic Institute  
David Z. D'Argenio  
University of Southern California  
William A. Hyman  
Texas A&M University  
Frank Yin  
Washington University  
Francis Spelman (for Yongmin Kim)  
University of Washington  
Willis Tompkins (for Robert G. Radwin)  
University of Wisconsin-Madison  
Chandler Phillips (for Richard Koubek)  
Wright State University

1. The meeting was called to order by the chair, Tom Harris, at 7:45 p.m. Following Tom’s words of welcome, attendees introduced themselves.

2. The minutes from the Fall 1999 meeting were distributed and approved.

3. Ken Lutchen presented the treasurer’s report, including a summary of the dues account and the sub-account balances. As Of February 29, 2000, there was an overall balance of $12,981.62, including $5,411.72 in the Whitaker Speaker account balance. (Portions of the speaker’s fund have already been committed so the amount available is somewhat less than indicated in the written report.) Following discussion about updating the account address (that has followed the elected Treasurer) and methods of invoicing members, the following motion was offered:

   Motion: The Council of chairs accepts the AIMBE offer to manage the Council of Chairs bank accounts with the intention of evaluating the feasibility of AIMBE also invoicing members a year from now.
The motion carried unanimously. A consequence is that the Treasurer will continue invoicing members for the next year. Unresolved was the possibility of retention of the IRS taxpayer ID number, or whether this would need to be changed to reflect the new AIMBE address.

4. Tom Harris presented the results from the e-mail ballots for officers for the Council of Chairs. Ken Lutchen has been elected as next year's Vice-Chair and the Chair-elect. Rob Linsenmeier was elected Treasurer, and Krishnan Chandran as Secretary.

5. Jack Winters initiated a lengthy discussion regarding industrial relations.

The possibility of establishing a repository of information about biomedical engineering industrial employers was discussed. Information could be collected regarding the positions, titles and salaries for biomedical engineers, and Web site addresses. This might be done for any employer that had hired at least two biomedical engineers. The data may be useful to conduct a trend analysis to find areas that are "hot" and to seek information about the attributes most sought by potential employers. In discussing the reason for having at least two biomedical engineers at the company, it was thought that although this might eliminate some smaller start-up companies, it would also eliminate firms that offered non-biomedical engineering related jobs. Following discussion there was consensus that the data should remain anonymous -- no link from salary and title information to an employee’s identity.

A related topic of discussion was the wisdom of creating a survey for industry. This might give a direct indication of what companies are looking for in graduates, information about distance learning needs, and attributes deemed most relevant, e.g., a background in biomechanics, biomaterials, CAD, tissue engineering, etc. Some difficulties were discussed such as timing issues -- not all students find jobs until after graduation. Further, once the information has been obtained, it's not apparent what could be done with it. In response to questions about the purpose for such surveys, responses included: tracking this information for ourselves (as ABET EC2000 will require) and giving students access to information about where to seek employment.

It was noted that many career development offices are still trying to figure out how to place biomedical engineering students. However, students are now aggressively searching web sites such as monster.com on their own. In addition e-recruit eliminates some campus recruiting visits and may displace traditional career services at universities. This service charges employers a fee, but the Council of Chairs may be able to obtain a free or low-cost subscription to access the information that we seek. This discussion led to the following motion:

**Motion:** The Council asks that Jack Winters request employment data from Council of Chairs representatives regarding employers of undergraduate students, including the name and location of the employer, and if available, the job title and salary. These data will be assembled and then disseminated for internal use. We will then revisit the issue next year to see if this strategy is providing useful data.

The motion passed unanimously. As a consequence, Jack will send e-mail in April and compile returned information, and may work to coordinate this with Bob Peura’s employment survey.

6. A brief overview of the Whitaker educational summit that will be held in December 2000 was presented. The intent and particulars will be discussed in detail during an AIMBE session on Saturday morning. In brief, universities will be invited to send a senior and a junior faculty member
to the meeting, with the requirement that requested data about each program is provided prior to the meeting. This information will provide a snapshot of programs around the country. In addition, the ASEE meeting in late June in St. Louis will include a session about the ERC and the Whitaker summit, related sessions on ABET, a session about simulation tools in biomedical engineering, and discussions of what constitutes the core content for biomedical engineering.

As a point of information, Paul Hale notified the membership that BMES was seeking ABET board membership. Following discussion a motion was put forth:

   **Motion:** The Chair of the Council of Chairs should write a letter endorsing ABET board membership for BMES.

The motion carried unanimously.

7. A question was brought up about the discussion from the Council’s Fall meeting about compiling a list of potential graduate students. Following the Council Of Chairs meeting last Fall, the AIMBE Academic Council discussed the issues. However, questions about implementation, costs, and the ultimate benefit to the students prevented further action.

8. There was a discussion about the role of BMES in helping departments prepare for ABET EC2000. Following discussion, the following motion was put forward:

   **Motion:** The Council Of Chairs endorses a program for EC2000 for the BMES meeting to be held in Seattle in the fall, and to be a co-sponsor.

The motion passed unanimously. Although there was consensus that being a co-sponsor was desirable, this does not imply a commitment to share expenses.

9. Bob Spilker was installed as the new Chair of the Council of Chairs. Following expressions of appreciation and thanks to Tom Harris, Ken Lutchen, and Rich Hart, for service as officers for the Council during a period of rapid change, Bob looked forward to serving the Council. He sought suggestions from the membership as to how the Council can better serve our needs. He described the need for strategic planning to better define the roles of the Council of Chairs in relation to the AIMBE Academic Council, activities for a curriculum committee, and defining essential areas of biomedical engineering activity.

10. Given the choice between having our next Council of Chairs meeting in July in Chicago or during the Fall in Seattle, the Council decided to meet during the Fall in Seattle. Francis Spelman will try to carve out a meeting time and location. (The annual meeting will again be held in conjunction with the AIMBE meeting in Washington next year.)

11. The meeting was adjourned at 9:28 p.m.

Respectfully submitted on March 16th 2000 by Rich Hart.

Please send corrections or additions to:
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