

Chemical Engineering Division of ASEE

Executive Committee Meeting

November 4, 2002

Westin Hotel, Boardroom, 12:00 noon – 2:00 PM

(BYOL, Bring Your Own Lunch)

Present: Stewart Slater, Doug Ludlow, David DiBiasio, Becky Toghiani, Scott Fogler, Dendy Sloan, Robert Hesketh

1. Secretary/Treasurer's Report – Stewart Slater distributed the Treasurer's Report in Jim Newell's absence. The Division accounts are in order and consistent with the business being conducted by the Division. Active postings represented activities related to special projects (Summer School and Green Engineering) and the Annual Conference Banquet. The reimbursement from headquarters for the banquet and this year's BASS allocation will be credited to our account shortly.

2. Summer School – Scott Fogler gave a report on the Summer School that was conducted at the University of Colorado at Boulder. He reported that the summer school was very effective in meeting the attendees needs and that its finances are in good order. Approximately \$20,000 of the unencumbered funds raised will be transferred to the next summer school account.

Several names of future summer school directors who executive committee members had mentioned were discussed. The Committee agreed to extend an invitation to Kirk Schulz, Mississippi State and Steve LeBlanc, University of Toledo to be co-Directors. Stewart Slater will officially ask them. An ad-hoc summer school committee will be formed comprised of the future summer school directors, and most immediate past directors and local host. Since one of the first jobs of the directors will be to solicit proposals for sites where the next summer school would be conducted, members of the executive committee provided some of their ideas on locations which might be good locations. Some of the locations included: Montana State (John Sears), Colorado School of Mines (Dendy Sloan), Univ California – Santa Barbara (Dave Pine), Univ of Maine – or other school in Maine. The next summer school is currently scheduled for 2007 based on a five year cycle. It was also discussed that based on faculty interest and funding, the Division may want to consider holding the summer school every 4 years instead of 5. A possible "Retrospective on Past Summer Schools" for publication in CEE was suggested. Angie Perna and Deran Hanesian were mentioned as the potential authors. These issues will be discussed further at future Executive Committee meetings.

3. Future Annual Conferences

2003 Nashville Annual Conference Meeting – Becky Toghiani gave a report on the upcoming Nashville Meeting. There were over 90 abstracts submitted which indicates an extremely high level of interest in this meeting. Based on this number of potential papers, it was decided to have a poster session to accompany the symposium presentation sessions. The poster session will be held in the ASEE slot normally designated for

posters, Monday afternoon, held in the exhibit hall of the convention center. Becky is still evaluating two venues in Nashville for the ChE Awards Banquet.

2004 – Salt Lake City – Chuck Coronella was at another previously scheduled function, but did report earlier that everything is going as planned.

4. Awards – Joe Shaiewitz submitted his report prior to the meeting and it was distributed to those in attendance. Award sponsorship is the same as it was in Montreal and efforts are underway to secure sponsorship for various unfunded awards. The Executive Committee was asked to provide names/corporation of potential sponsors to Joe.

It was suggested that the Division have the nominator of the major ChE award recipients read the citation and make some other remarks about the winners at the CHED Awards Banquet. The member of the executive committee agreed that in addition to the awards booklet that Joe provides, we need to increase the awareness of the accomplishments of these award recipients and will therefore have the nominator (if in attendance) say something about the person receiving the award.

Call for nominations for 2003 awards was sent electronically and by US mail. Stewart will send another e-reminder later this semester. Deadline is January 15, 2003.

5. Membership – Robert Hesketh indicated that membership in the Division is strong and that he expects to see some new members once those who were at the summer school who joined (either through the Engineering Dean's program or the initiative started by the Division) are entered into the ASEE system by headquarters staff.

6. Green Engineering Project – Robert indicated that this grant will be renewed by EPA and that the duties for administrating the project will be coordinated through Rowan. Prior grant funds will remain in the ChE Division account to be used at his discretion to complete the current curriculum module development and workshop projects. This project has and will significantly benefit the Division through the various workshops and curriculum modules developed.

7. Future Officer Nominees – The Division will attempt to locate an archive of past officers and place on the Divisions web site. Several names of individuals that had been recommended for future offices were mentioned. The nominating committee (Doug, Stew and Dave) will review these and contact individuals before the ballot is sent out in the Spring 2003 newsletter. It was agreed that those who ran for office last year, but lost would be invited to be placed on the ballot again.

Jim Newell has agreed and will be placed on the ballot for the Secretary/Treasurer position.

Daina Briedis and Nada Assaf-Anid will be contacted regarding running for Division Chair

David Silverstein, Rich Davis, Dave Dixon, Dick Zollars will be contacted regarding running for Director

Program Chair and Local Arrangements Chair for the Portland 2005 meeting were discussed. Although a decision is not needed at the present time, it was hoped to identify someone who has previously served the division as session chair and active in other division activities (summer school, etc.). Jim Henry's name was mentioned as possible Program Chair. Skip Rochefort was mentioned as a possible Local Host. Stewart will contact these individuals regarding their interest.

8. *Chemical Engineering Education Journal* - Dendy Sloan reported that *Chemical Engineering Education* is in great shape and that a meeting of the Publications Board will be held later that day. Carole Yocum is retiring as managing editor. Dendy indicated interest in an article on the history of some trends in the profession based on a presentation he heard from Stuart Churchill and Ed Lightfoot. There was general support from the executive committee for such articles on retrospectives as a good way to for new faculty to see what the trends and views have been over the years – and where our roots are.

9. Newsletter / Web site – Stew Slater briefly discussed this in Jim Newell's absence. The Fall newsletter contained the Chair's address, 2003 Conference call for papers, 2003 award nomination information, and an article on the Summer School. A ballot for a division dues referendum was also included and members were encouraged to send in their ballots. The Spring newsletter will contain the ballot for the new officers and 2003 Nashville conference information.

10. Other - Doug Ludlow has developed a ChE Division ceremonial gavel and presentation case to use in officiating and "passing the gavel" ceremonies. It is a "gold" plated pipe wrench in a felt lined case that was made by his technician at Univ Missouri – Rolla. Division Chairs names are inscribed on the front.

Plaques for Chair and Program Chair are to be given at each Annual Conference at the General Business meeting. It was agreed to start this tradition at the meeting in Montreal and Stewart had the plaques made up for the last two years officers and sent them out in October. The Chair Elect must arrange this each year. It was suggested that we contact Carole Yocum since she already has arrangements for making plaques for award recipients. Stewart will send David a sample plaque wording.