

American Society for Engineering Education



Chemical Engineering Division

Fall Executive Committee Meeting Minutes

November 17, 2008 – 11:10 Philadelphia, PA (AIChE Annual Meeting)

Attendees: Mike Cutlip, Jason Keith, Adrienne Minerick, Dick Zollars, Jim Watters, Randy Lewis, Polly Piergiovanni, Valerie Young, Lale Yurttas, Kim Ogden, Greg Ogden, Sundar Madihally, Don Visco, David Silverstein

Meeting convened at 11:14 AM

1. Attendees were welcomed by Don Visco. Attendees introduced themselves.
2. David Silverstein submitted minutes from the June 23, 2008 Executive Committee Meeting at Pittsburgh. Minutes were unanimously approved with minor changes .
3. Silverstein presented a balance sheet and income statement for the division accounts. The BASS account was at a level of \$20,976.83 pending income from 2008 banquet ticket sales. The operating account was still at zero balance with no word yet on the 2009 budget.

Adrienne Minerick reported that a fall newsletter featuring awards was distributed. An issue involving reporting on awards received by division members from other sources was described. Such awards will be reported depending on how readily relevant information is available.

Silverstein reported that the website and forum continue to function. A request was made to post the recently revised documents describing officer responsibilities to the web site.

4. David Miller reported the current Division membership was 584, with 34 members past due and 26 members lapsed. Initiatives to increase enrollment include contacting ChE affiliates inviting them to join and adding to roll based on email response. Lapsed members are routinely contacted.
5. Valerie Young reported a continuing need for award nominations. A call for nominations was sent to the ChE Chairs list. Selection committees are being formed. A sponsor is needed for the lifetime achievement award, possibly for a scholarship for a student at the winner's school. Randy Lewis suggested an award for mentoring, recruitment, or retention of undergraduate students. Chemstations has agreed to continue sponsorship of the Lectureship award. Eastman will resume sponsorship of the Corcoran Award in 2009. Award winners will receive complementary tickets to the awards banquet.
6. Sundar Madihally reported 38 abstracts and 1 workshop proposal were submitted for the 2009 ASEE Conference in Austin, TX. He also passed on a message from the Local Arrangements Chair, Christine Schmidt, that the Awards banquet will be Tuesday, June 16,

6-8:30 at the Iron Cactus Grill & Margarita Bar. No transportation will be needed, and the ticket price will be \$50 including 1 adult beverage.

7. Jim Watters, Local Arrangements Chair for the 2010 Conference in Louisville, KY, suggested that the banquet be held at the Kentucky Derby Museum. A tour of a local distillery was suggested.
8. Future program chairs and opening for local arrangements chairs were noted:
 - 2011: Program Chair (Adrienne Minerick) Vancouver, BC
 - 2011: Local Arrangements Chair (open)
 - 2012: Program Chair (Margot Vigeant) San Antonio, TX
 - 2012: Local Arrangements Chair (open)
9. Randy Lewis and Kim Ogden reported on behalf of the 2012 Summer School Committee. Joe Shaeiwitz will serve as chair. Jennifer Curtis will serve as lead fundraiser. Dates are still TBD. The University of Maine was recommended to host the Summer School. The recommendation was unanimously accepted by the Executive Committee.
10. Minerick reported on an initiative to move chemical engineers active in ASEE sections to membership in the national ChE division.

Margot Vigeant suggested that the Division should serve as a resource for course development by publishing a library of materials to aid faculty.

11. Visco announced the formation of an Archives Committee chaired by Joe Shaeiwitz in the role of Historian. Silverstein will work with Shaeiwitz to electronically archive division documents.
12. Silverstein reported on the impending Formation of an Education Division of AIChE. Ideas on how this AIChE division could collaborate with the ASEE ChED were requested.
13. Mike Cutlip discussed bringing the Summer School to an international forum, an "International Summer School for Engineering Faculty". African continent prime target. Will discuss with Summer School committee.

Meeting adjourned at 12:14 PM