

American Society for Engineering Education



Chemical Engineering Division

Fall Executive Committee Meeting Minutes

Wednesday, October 31, 2012 – 11:10 am – 12:20 pm Pittsburgh, PA
David L. Lawrence Convention Center 329

Attendees: Lisa Bullard, Jennifer Cole, Jeff Csernica, Laura Ford, Daniel Lepek, Adrienne Minerick, Michael Prudich, Jeff Seay, Joe Shaeiwitz, and David Silverstein

- 1) Mike Prudich called the meeting to order. We all introduced ourselves.
- 2) The minutes of the Executive Committee Meeting in June 2012 were distributed prior to this meeting via email. No revisions were suggested, and the minutes were approved as submitted.
- 3) Updates
 - a) Joe Shaeiwitz reported on Summer School 2012 and submitted a copy of the finances, which is appended to these minutes. \$210,000 was raised and \$143,000 was spent. The balance in the account is \$136,000. Joe asked for and received permission to make a \$5,000 donation to the West Virginia University Foundation for their efforts in writing the many checks. Jim Davis will be asked to be the money person for the next Summer School. We need to find a chair before summer. Robert Hesketh has indicated interest, and Lisa Bullard, Don Visco, David Silverstein, Jason Keith, and Margot Vigeant were all mentioned as possibilities. Other positions to be filled include program, poster, and local activities chairs. The overall reviews have been very positive.
 - b) Daniel Lepek reported on preparations for the Atlanta ASEE meeting. 43 abstracts were submitted. He requested seven technical sessions, and we were given seven technical sessions as well as one panel session, one poster session, one awards session, one committee session, and the dinner. Last year we had five technical sessions. He is expecting the normal 20% attrition in papers. He's working with the local liaison for the banquet location. Adrienne mentioned that the panel session can be joint with another division.
 - c) Jeff Seay reported on a sustainability workshop for Atlanta meeting: Engineering Education for a Sustainable Future. Two workshops will be on Sunday: a 3-hour morning workshop for beginners and an advanced workshop in the afternoon. The workshop is free but ticketed. The presenters will be Bill Kelly, Jeff Seay, Angela Bielefeldt, Matthew Roberts, and Liv Haselbach. If there is a charge for AV, Bill has given us a number to charge it to.

- d) Pete Ludovice was unable to attend the meeting, but he is working with Daniel on the dinner for the Atlanta meeting.
 - e) Valerie Young announced the awards' call for nominations at the department chairs' session at the AIChE Annual Meeting. Jason Keith will be stepping down from his position as co-awards chair. The job division is that Valerie sends out solicitations and collects nominations. Jason sends the nominations to committees, sends out award letters, and makes the awards presentations at the awards dinner. Lisa Bullard volunteered to be the new awards co-chair.
4. Ongoing Business
- a) Allen Hersel was unable to attend the meeting and sent his report to Mike. Regarding a question from Laura at the summer Executive Committee meeting, our membership income varies from \$57 to \$153 because the income represents the number of people renewing in that month. There are 80 ASEE members who are not division members but are chemical engineers.
 - b) David Silverstein reported that the division website is still present and up-to-date. The Summer School history and information are posted. David will send the password for access.
 - c) Laura Ford submitted a budget report, which is attached to these minutes.
- 5) New business
- a) Lisa Bullard volunteered to be our new Awards co-chair.
 - b) A program chair for Indianapolis (2014) is needed. Allen Hersel and Laura Ford are considering it.
 - c) Adrienne Minerick has been nominated for the PIC I Chair. She wants the opportunity, and it would very interesting, but the timing is not what she would have chosen.
- 6) The meeting was adjourned.

2012 Summer School Finances

Amount Raised

\$100,000.00	NSF
\$110,000.00	Companies
\$210,000.00	total

Companies: \$25 K each from Air Products, Corning, ExxonMobil, BP; 5K each from Merck, DuPont

Expenses

82,200.95	Maine – food, lodging, rooms, bus, vans, etc.
44,235.07	Travel – presenters
7420.00	Lodging – participants not in dorms
7741.61	Felder
1877.71	Other – flash drives, shipping, web person, misc.
143,475.34	total

Balance in Account

\$69,866.68	starting
\$210,000.00	added
143,475.34	subtracted
\$136,391.34	remaining



American Society for Engineering Education Chemical Engineering Division
Treasurer's Report – October 2012

BASS Account total reported May 25, 2012 **\$28,618.19**

Credits

Interest (3 rd and 4 th Q 2012)	\$63.32
Dues (April 2012 through September 2012)	\$1,075.00
2012 Banquet income (total expenses \$2775.23)	\$2,485.00
	<hr/>
	\$3,623.32

Debits

Banquet (after deposit)	\$2,275.23
<u>Chemstations Lectureship travel reimbursement</u>	\$500.00
	<hr/>
	\$2,775.23

Total Bass Account (September 30, 2012) **\$29,466.28**

Operating Account total reported May 25, 2012 **\$ 0.00**

Credits

Debits

Total Operating Account (September 30, 2012) **\$ 0.00**