



# ASEE AMERICAN SOCIETY FOR ENGINEERING EDUCATION

## CHEMICAL ENGINEERING DIVISION

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Executive Committee Meeting  
June 26, 2023 – 3:15 pm – 4:30 pm EST  
Baltimore, MD Hyatt Key 7

### Attendees and Affiliations

Name	Affiliation	Position
Chris Barr	University of Michigan	Director, Communications-Web person
Janie Brennan	Washington University St. Louis	Program Chair
Margot Vigeant	Bucknell University	Awards Co-Chair
Maddalena Fanelli	Michigan State University	No position – here for proposal
Neha Raikar	UMBC	Local Arrangments
Victoria Goodrich	University of Notre Dame	Secretary/Treasurer
Fernando Merida	University of Florida	Fundraising Chair
David Silverstein	University of Kentucky	Chair
Reg Rogers	University of Missouri	Chair-Elect
Tracy Carter	Northeastern University	Membership Chair
Christy Wheeler West	Univ of South Alabama	Next Summer School Chair
Joanne Beckwith	Carnegie Mellon	Membership Committee

### Agenda

1. Introductions with current roles
  - a. All attendees introduced themselves and confirmed roles and affiliations
2. Minutes from last meetings
  - a. All are available on the website
  - b. We have been moving towards approval of minutes by virtue of asking for corrections and assuming approval if no corrections are brought forth.
3. Promoting Global Connection and Inclusion with a Periodic, Virtual Mini-Conference (Maddalena)
  - a. Reasoning: Many people can't participate in things like Summer School and other in-person conferences
  - b. Ask: Could we have some kind of small event to promote global connection and inclusion outside of the US
  - c. Key – does not interfere with what is done right now. It should only add value. Needs to be brief and focused to make it easy to attend.
  - d. Potential formats were discussed with no specific form currently favored.
  - e. Current needs
    - How to do it? Thoughts? Is there interest?
    - Potential facilitators and contributors?
    - Assess options (timing, format, protection of ideas)
    - Review funding options and needs
  - f. Comments from the board:
    - David: Make sure we aren't conflicting and working with other groups. The people in this room may not know what is needed because we are all here regularly. Suggestion: bring to business meeting and do a discovery process of what this should look like. Is there any objection to bringing it to the business meeting tomorrow? (None brought up)

- Margot: Is this an ASEE or AIChE thing? That brings a lot of administrative delay as well, so maybe it's self-organized and promoted by these groups but not explicitly sponsored or run by these to start.
- Janie: Is this envisioned as research vs social? Maddalena sees this as more a conversation position and not one directional presentation.
- Maddalena question – This is somewhat what we do here. Why are people not coming, like industrial partners or people who do more traditional research? We shouldn't just be making virtual what is already here. What is missing? I see it as conversation. Those who don't do educational research are missing these conversations.
- Fernando – Differences could have people coming in to talk about designated topics and having industry partners especially useful. Maddalena agreed with this idea.
- Lots of ideas shared – we'll bring this to the business meeting and we can garner more support of key players to do this

#### 4. Committee to Develop an Online Resource for CEE (David)

- a. CEE is the official journal of this division and looking at their current online resources.
- b. Conduct customer discovery, brainstorming, interviews, etc. and then develop a plan for the site – David is taking this on and he is looking for others to help with the organizational rehash of the website
- c. This is not about implementation at this point
- d. Janie asked about the time commitment? David - Heavier upfront but single digit hours over the course of the next few months.

#### 5. Chair's Report (David)

- a. Institute Finances (prepare questions for PIC Chair)
  - People are coming in to the business meeting but as of right now there are not that many updates. Plan at the meeting is to just answer questions.
- b. Summer School leadership progress (later this meeting)
- c. Chair of Election Committee for Next-Year's Election. Form in business-meeting to gain candidates.
  - Elected Positions – Chair-elect, Secretary-Treasurer, Director
  - Other positions that just need to be named/volunteered
  - Program chair has been identified – Sarah Wilson from U of Kentucky
  - Need local host in Portland – some possible names from Milo?

#### 6. Transitions (David)

- a. Added transitions to the slides for business meeting later today – those who have passed in the past 1-2 years.
- b. Promotions

#### 7. Banquet Information (David)

- a. 70+ tickets sold! Neha Raikar helped with both banquet and arranging a Unit Ops tour. Big thanks to her for helping out!

#### 8. Program Chair (Janie)

- a. Thanks to everyone!
- b. 47 full papers, 11 WIP, and 6 posters!
- c. 10 technical sessions, 3 social events, 3 interdivisional sessions
- d. Business Meeting, Open Mic, Banquet all tomorrow afternoon
- e. Tomorrow – Best DEI paper award finalist on Wednesday at 1:30

## 9. Treasurer Report (Victoria)

- a. There are minimal updates from ASEE on what money the division has available. Assumption is that once BASS accounts are repaid, we will have ~\$7500 available.
- b. Right now, we can only spend money based on what we've brought in. Unfortunately, these are limited to sponsorships as we are not yet able to access dues.
  - Fernando has a few notes about sponsorship during his report
- c. Bass Account questions for later today – When will money come in and how will we have access to it (what rate is it going to be paid back at)?
- d. Margot and Fernando noted that we should check on Gamry sponsorship – Have they paid out their entire 3 year sponsorship? Ask again if they haven't already paid 3 years

## 10. Awards – Margot (Ashlee is co-chair but not attending)

- a. Nominations were down and we didn't give away all of our awards this year – Awarding Martin Award (Chris Chen), Fahien Awards, Corcoran Award, Best Poster (Erick Vasquez)
  - Need lifetime achievement and CACHE – unusual to not have a CACHE award but Lifetime Achievement is not given every year
- b. Plaques will get mailed to the award winners
- c. This year is the last year of Gamry funding (Victoria check if this is in the account).

## 11. Summer School (Margot)

- a. Some extra money from this year (~\$70k) which is being rolled into the endowment.
- b. Endowment is around \$200,000 and could possibly give 5% back each year so ~25% of cost of next school could be covered from the endowment.
- c. Final settlement of accounts – net gain of summer school was ~\$70,000, but Margot doesn't know exactly what the final amount is, but that will be going to the endowment and some is going to EdDiv funding (\$15k-ish).
- d. There is ~\$123,000 from more previous years that is also available.

## 12. Membership Chair (Tracy)

- a. Access to membership data has been taken away, so it's hard to know exactly what is going on
- b. Both ASEE and ChED are in a downward trajectory for membership
- c. Is there away to help with this given that we have very little if any information?
- d. Tracy Carter, Joanne Beckwith, George Prpich are committee and interested in continuing to figure this all out
- e. Reg: Has ASEE done its own soul searching of what is going on and reflection on how that is affecting the divisions?
- f. Tracy – who are the people looking for community and how do we help them? Is it graduate students?
- g. Reg ideas – capital campaign for members, not for money but recruiting members as an idea – go to chairs, others at our own universities, graduate students?
- h. Margot – If we go the individual, small ask route, do we get a little prize for departments – like “Gold Star” for having ASEE membership at a certain level
- i. Chris – current membership is almost the same between here and AIChE EdDiv. What is the value proposition? If AIChE is cheaper to go to?
- j. Reg – Given the overlap, why should I go to ASEE if I'm already engaged in AIChE. Victoria noted several reasons she prefers ASEE to AIChE and value that comes from it.
- k. Christie – Campus representatives as an option for recruitment? Also, CHED is bigger than EdDiv in AIChE.
- l. Janie – With more teaching faculty in departments, is it possible that there are just fewer people teaching ChE curriculum?

- m. Christie – do Campus representatives try to build membership? David – they are supposed to recruit membership from the faculty. Many people have the titled role but do nothing. Reg – believes the list is on the website or you could find it.

13. Communications Co-Chair (Newsletter) – (David presented for Elif)

- a. Wants feedback about the ~monthly schedule vs. 2 times per year
- b. We do want look for a new person to fill this role
- c. Input about change in frequency?
  - Janie: I like monthly
  - Chris: Monthly seems to work well especially for time sensitive things like job posting
  - It would be nice if there was a preview with the link for external PDFs
  - David explained there were lot of issues with sending attachments but they are working on it.

14. Fundraising (Fernando)

- a. Gamry will end this year, meaning we won't have that sponsorship moving forward
- b. CACHE award – will likely continue in future years
- c. David helped initiate conversation with CEE to sponsor Fahien and Corcoran Awards for 1 year (possibly could do 1 additional year if absolutely necessary)
- d. In progress discussions: BP, PetroSkills, MathWorks – some inclined but maybe in subsequent years
- e. Follow up with – armfield, Elsevier, Wiley, USDidactic
- f. Tracy – could we do an industry panel for “what do we need to teach chemical engineers?” and then maybe get them to value what we are doing in ASEE? David – some separate issues because of Academic-Industry alliance and other connections.
- g. Christine – The challenge with EdDiv is that the people who are at AIChE are the people with PhDs who maybe don't know what is really needed in undergraduate?
- h. Fernando – how do we keep track of our alumni?
- i. Nature of contacts – exhibitor area, ASEE and AIChE Annual Meetings
  - Network connections? Alumni or contact with industrial representatives

15. P-12 (David presenting for Jennifer Cole)

- a. Showcase your activities! Jennifer will go through this in the business meeting
- b. We are looking for a new delegate because Jennifer is also CDEI representative

16. CDEI Committee (David for Jennifer Cole)

- a. Statement in 2020 on DEI from ASEE – there has been a move to update the statement because there is a desire to respond to the various states passing laws
- b. Committee wants to increase visibility
- c. Jennifer will continue but invites others who want to be involved

17. Publication Board Chair (David)

- a. Journal looking for assistant editors in a few key areas

18. Communications Co-Chair (website) – Chris Barr

- a. Technically still sharing the role with Tony, but he is stepping away and Chris will be fully on the website
- b. Redesigned the website with new pages and highlights based on benchmarks of other divisions
- c. Still can't do anything about the security certificate until financial issues are fixed/updated
- d. Official position name changes to move away from the term “webmaster”

19. Director Reports (Chris and Elif)

- a. No updates needed

- b. Both are helping with awards this year

#### 20. Old Business

- a. We still don't know where the golden wrench is. Josh Enszer knows where the big one is but the small one is unknown still!

#### 21. Summer School 2024 Proposed Chair

- a. Christy Wheeler West – University of South Alabama
- b. Bylaws require that we as Ex Comm appoint the chair
- c. We worked with AIChE Education Division closely to identify from open nominations to name a
  - David: proposes Christy Wheeler West to be named chair of Summer School 2024
  - Margot: Second
  - Unanimous approval!

#### 22. New Business

- a. Transitions
  - List of Chemical Engineering educators that have passed (starting list)
  - Appointments, Promotions, Awards
- b. Will add election results for the business meeting

Reg - Motion to adjourn, Janie - second