

Chemical Engineering Division of ASEE  
Executive Committee Meeting  
June 21, 2004

Attendees: Jim Newell, Doug Ludlow, Daina Briedis, Joe Shaiewitz, C. Stewart Slater, Chuck Coronella, Steve LeBlanc, Dave DiBiasio, David Silverstein, Kirk Schulz, Manhattan Guy, Richard Zollars, Richard Davis, Skip Rochefort

Meeting Convened at 7:03 A.M.

1. The Minutes from the November meeting were approved with minor corrections
2. Secretary/Treasurer Report from Jim Newell
  - \$19,020.65 in Bass Account
  - \$498.41 in Operating Account
  - Proceeds from the collection of division dues started in October and has averaged \$160 per month
3. Election Results
  - Richard Zollars was elected Division Chair
  - Nada Assaf-Anid was elected Director
4. Awards Chair Report from Joe Shaewitz
  - Stew Slater would take over as Awards Chair
  - A co-chair would be named and would serve two years then rise to chair for two years
  - Lectureship funding from Dow continued on a year-to-year basis
  - Eastman was committed through 2009 for the Corcoran Award
5. Program Chair Reports
  - Chuck Coronella indicated that the conference was going well, but suggested broader topics for next year's call for papers since some sessions were undersubscribed (Bio, Multi-Scale) while others (classroom innovations, assessment) could have easily been double sessions
  - Jim Henry requested ideas for a workshop in Portland
  - David Miller agreed to serve as Program Chair in Chicago (2006).
6. Summer School Report
  - Kirk Schulz and Steve LeBlanc reported that \$13,484 left over from the previous summer school had been transferred into an account.
  - Colorado School of Mines and Montana State had expressed interest in hosting
  - A decision about site would be reached by the November AIChE meeting.

7. Membership Chair Report  
David Silverstein reported that membership had fallen to 708 (from over 800) as a result of the division dues.
8. Newsletter and Website  
The division decided against attempting to put power point presentations online. With electronic-only distribution of the newsletter, funds are available in the operating account to encourage involvement of newer division members
9. New Business  
David Silverstein will design a flyer promoting the division to be distributed to department chairs and to attendees at the AIChE National Meeting in November. Jim Newell will examine allowable uses for operating funds and report at the next meeting while the division considers alternatives (Best paper by an assistant professor award, free conference registration for new members, etc.) David DiBiasio agreed to discuss the problems with the e-mail list with the PIC-I chair

Meeting Adjourned at 8:48 A.M.