

Date: June 20, 2013  
To: AIChE Ethylene Producers' Committee, Process Control Subcommittee  
From: Sasha Vragolic  
Subject: Minutes of June 20, 2013, Subcommittee Meeting

Location: Teleconference

Attendees:	Jim Hackney	Lyondell Basell
	Jack Buehler	Shell
	Yugender Chikkula	Shell
	Ken Jackson	DuPont
	Peter Le	Invensys
	Stuart Nield	Nova
	Brian O'Rourke	Westlake
	Mike Polasek	Eastman
	Mark Roffman	Chevron Phillips
	Sanjay Sharma	Honeywell
	Yang Zhang	ExxonMobil
	Pete Traynor	Thermo Fisher
	Javier Vasquez	KBR
	Sasha Vragolic	FHR
	Yong Yiu	BASF

<u>Excused:</u>	Satish Baliga	ABB
	Eduardo Arrieta	Dow
	Eddy Fontenot	Aspen Tech
	Venu Venugopal	AMT

<u>Absent:</u>	Trent Hubbert	PAS
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Minutes (**Action Items are in Bold Text**):

- 1.) Jim Hackney read the Anti-Trust Statement of the EPC Bylaws.
- 2.) The previous meeting's minutes were approved.
- 3.) Jim Hackney called and recorded the roll.
- 4.) Sasha Vragolic provided an update from the EPC main Committee:
  - a. We have a shorter planning cycle because the last conference was later than usual and the next one will return back to our normal time period. Therefore we need to be very diligent about getting the papers ready for the next conference.
  - b. **Sasha** did not have the milestone dates **but will include them in the meeting minutes**:
    - i. October 28, 2013 – Call for papers closes
    - ii. November 11, 2013 – Session chairs accept/reject/order papers
    - iii. December 1, 2013 – Program live, registration opens, extended abstract submission opens
    - iv. Early February 2014 – Extended abstract submission closes
    - v. March 30 to April 3, 2014 – Conference

- c. Sasha mentioned that the main committee is reviewing policy on ensuring that paper authors grant the AIChE permission to publish the paper and presentation.
- 5.) Subcommittee membership was discussed:
  - a. Jim Hackney pointed out that the current membership of the subcommittee consisted of 66.7% members from Ethylene Producing companies. With the current number of members, we can add two more members from vendor companies and maintain a required 60% membership from Producer companies.
  - b. Jim Hackney asked each of the members to review their information and send him any updates.
  - c. Jim Hackney brought a motion to change Pete Traynor's status to voting member. Sasha Vragolic seconded the motion. A roll call vote was taken and the motion was carried by unanimous vote.
- 6.) Chair and Vice-Chair:
  - a. Jim Hackney sent out a copy of the bylaws and reviewed the section on voting for Chair and Vice-Chair.
  - b. Jim Hackney was nominated as Chair and Sasha Vragolic as Vice-Chair for the upcoming Process Control session.
  - c. Mark Roffman volunteered to receive and tally the votes for Chair and Vice-Chair.
  - d. **The members of the subcommittee were asked to vote within 2 weeks.**
  - e. Subsequent to the meeting, on 6/25/2013, Mark Roffman sent an e-mail to the EPC Process Control Subcommittee notifying the committee that the votes had been received and that Jim Hackney has been elected as the session Chair and Sasha Vragolic has been elected as the session Vice-Chair.
- 7.) Bylaw Changes:
  - a. Jim Hackney suggested that the EPC Process Control Subcommittee Bylaws should be changed to replace the term "Chairman" with the term "Chair" and the term "Vice-chairman" with the term "Vice-chair". **The members were asked to vote** on this motion and send their votes to Mark Roffman.
  - b. Subsequent to the meeting, on 6/25/2013, Mark Roffman sent an e-mail to the subcommittee members notifying the members that the above notion was passed by the members.
- 8.) Review of the 2013 Process Control Session.
  - a. Several members commented that we had excellent attendance at the session but we would like to get back to having our session on Tuesday.
  - b. The Process Control Session lost 3 presentations but recovered very well. This sparked discussion about the need to ensure that the people involved in generating papers for our session are very serious about writing and presenting their paper. **We need to stress commitment to our potential authors.** We did discuss that the approval process, in many companies, is difficult and the author has to obtain approval for both the paper and the presentation.
  - c. The Process Control Subcommittee reviewed comments from the 2013 Session.
- 9.) Potential Paper Review:
  - a. Jim Hackney reviewed the list of potential papers. The Spreadsheet with the list is attached.
  - b. **Sasha Vragolic agreed to contact Mr. Quadro about his potential paper** on Virtual Analyzer for Quench Oil Viscosity.
- 10.) The next meeting will be on Thursday July 25<sup>th</sup>, 2013. It will be a teleconference from 3pm to 5pm.