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American Institute of Chemical Engineers

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MINUTES

Separations Division Planning Meeting
American Institute of Chemical Engineers
2013 AIChE Spring Meeting

Sunday, April 28, 2013 - Noon to 5:00 pm
Lonestar B (Grand Hyatt, San Antonio)

Attendance:

Mark Pilling
Atanas Serbezov
Tarun Poddar
Isaac Gamwo

Linda Wang
Neil Yeoman
Anand Vennavelli
Seyi Oduyungbo

G. Glenn Lipscomb
Nicholas Urbanski
Mike Resetarits
Daniel Summers

Approval of Minutes from Pittsburgh (Fall 2012)

The motion to approve the minutes was seconded and passed unanimously.

Election Results (Atanas Serbezov on behalf of Benny Freeman)

Tim Frank – Second Vice Chair
Tarun Poddar – Director (5 year term)
Jeff McCutcheon – Director (5 year term)
Neil Yeoman - Treasurer
Atanas Serbezov – Secretary

BOD Update (Andre DaCosta)

Andre is the current Treasurer of the Institute. He provided an update on the BOD activities and the state of the Institute. The Institute is in a good financial state. Membership is increasing. AIChE will be relocating its home office from 3 Park Avenue in mid-town Manhattan to a location downtown. The new office will be at 120 Wall Street, a building redeveloped to serve non-profit organizations. The move will happen in August 2013.

Division Bylaws Revision (Neil Yeoman)

A revised version of the Division Bylaws was discussed at the 2011 Fall Planning meeting in Minneapolis but the progress has stalled. Neil will distribute the most current revision to the Division leadership for a preliminary discussion in the summer. The topic will be included at the 2013 Fall planning meeting. The goal is to approve the revision at the 2013 Fall planning meeting. The revised bylaws should cover the roles of the division beyond programming, such as communication with members (newsletter, web page, and social media), membership initiatives, awards, and provisions for an advisory council.

Action item: Neil will distribute the revised bylaws to the Division leadership for discussion in the months leading to the 2013 Fall planning meeting.

Action item: The revised bylaws will be presented to the Division Council for approval at the 2013 Fall planning meeting.

Treasurer Report (Neil Yeoman)

The report is distributed electronically (via e-mail) every month. If anyone wants a copy, he/she can contact Neil. The most recent balance is around \$75,000. The financial health of the Division is good. Neil will look into providing light snack for the next planning meeting.

Communication with Members to Promote Separations Division (All)

This has been an ongoing topic of discussion in the past several years. Different ideas have been discussed: newsletter, web site, LinkedIn. The problem must be approached holistically and take into account the support that AIChE can provide. Both content and content distribution must be considered.

Action item: Glenn and Marcus will lead the communication with members efforts and initiatives.

Action item: Recruit one or two directors who have a good understanding of modern communication tools.

Action item: Establish a Communication committee run by a Director tasked with developing a long-term sustainable strategy for communication with members and promotion of the Separations Division.

LinkedIn group for the Division (Marcus Mello)

Marcus has started a LinkedIn group for the Division and is currently the group manager. We hope that the LinkedIn site will help improve the communication and networking among the Division members. We can post information about the Division, inform members of the division's activities, do job postings, hold technical discussions, exchange information on technical conferences, etc. Just in the first few days, 29 people have requested joining the group. Only members of the Separations Division in good standing will be admitted to the group at this point. This policy will be revisited at the next planning meeting.

CTOC Report (Sharon Robinson)

- The health of AIChE is good. There was a 33% increase in revenue over the last 5 years.
- Professional membership increased last year for the first time in 10 years. Young professional make up 21% and internationals make up 11% of total membership.
- All organizations in AIChE are being asked to help implement the strategy that has been in place 5 years now. One of areas that will be looked at more closely this next year is how can we increase local section involvement.
- The Board has asked CTOC to start a new task force on Technology Initiatives. The first area the group will look at is shale gas and/or other unconventional fuels. Expect to see some efforts to highlight activities being done across AIChE in the technical area for the fall meeting.
- CTOC invites one or two divisions to report on their activities at each meeting. Some highlights that I thought might be of interest from the Fuels and Petrochemicals Division report are given below.
 - They have added a welcome and key note session with sponsored coffee to kick off the Spring meeting. They consider this to be a good way to highlight the division's activities.
 - They have added some roles for their officers to try to incorporate a longer range perspective into the division in addition to their near-term focus on programming.
 - They participate heavily in the annual student conference supporting a session on Interviewing for the Energy Sector, the networking breakfast, and programming a technical session on Sunday. They attribute these activities to a significant increase in members in the 20 – 25 age group. However, the membership dips back down after age 25. Retention is an area to be addressed.
 - They have developed a standard template for all division presentations.

AIChE President's Time (Phillip Westmoreland)

Phillip Westmoreland provided a long term perspective for the Chemical Engineering profession. ChEs are key to creating and delivering the world's most wanted, most needed technological advances: essentials of life (health, water, food) and quality of life (energy, safety/security, convenience). We are experiencing a golden age in Chemical Engineering due to advances in oil and gas exploration, biology, computing and smart manufacturing. AIChE is actively getting out the word to others about Chemical Engineering (new Public Affairs and Information Committee) and promoting the role of chemical engineers in advanced manufacturing. Currently, 11% of the AIChE membership are international members; the target is 25%.

Awards (Nicholas Urbanski)

The Graduate Student award solicitation has been sent out. Nick will review the submissions by the end of May and will send them out to the respective programming area chairs for review and ranking.

Awards Dinner (Nicholas Urbanski)

Starting in 2014, the responsibilities for the awards dinner will be removed from the Awards Director and assigned to a different officer. Tarun will help Nick find a restaurant in Atlanta at the 2014 Annual Meeting.

Action item: At the 2013 planning meeting appoint a Director who will be responsible for the Awards Dinner.

2013 Programming (Ranil Wickramasinghe, MPC)

Ranil Wickramasinghe is the MPC for the 2013 Annual meeting in San Francisco. The call for papers will close on May 13 and will not be extended. The sessions must be finalized by May 28. Due to space limitations in San Francisco, regular sessions will be held from Sunday afternoon until Friday afternoon. There will be 50 concurrent sessions at any given time. All regular sessions will be in the Hilton. Auxiliary meeting will be at another location.

Programming Areas Reports

Programming area reports are summarized in a table at the end of the minutes.

Interaction with Young Professionals (YP)

The Division has organized a tutorial session on Separations in San Antonio targeting young professionals. Isabel Escobar and Mike Resetarits put the session in place. Anand Vennavelli will chair the session at the meeting. Ranil Wickramasinghe will represent the Division at the YP social event in San Antonio.

Updated Membership Lists (Atanas)

Atanas has requested easier access to the e-mail list of current Division members. The current practice involves a chain of e-mails. Atanas has requested direct access to the AIChE membership database.

Action item: Neil will contact Bette Lawler, AIChE Director of Operations, to see what is the best way for the Division to access its current membership list.

Separations Division Letterhead (Nick, Atanas)

Nick and Atanas will work with Darlene Schuster, AIChE Executive Director, to redesign the Division letterhead and make it compatible with mobile communication formats.

Separations Division Camera (Nick)

Nick will purchase a digital camera to be used by the Awards Director at the awards ceremony and other Division functions.

Second Projector for the Division (Atanas)

The Division's practice has been to avoid renting computer projectors from the conference venues for the planning meetings due to the extremely high cost (\$600 and up). The Division currently owns one projector that is in the custody of the Division's chair. In recent years, however, the demand for the projector has increased, especially at the Fall meeting when all program areas hold their planning meetings. To alleviate the situation, the Division will buy a second projector.

Action item: Tarun Poddar, area 2d chair, will buy a portable projector for the 2013 Annual meeting. The custody of the projector will be discussed at the 2013 planning meeting.

	San Francisco (Fall 2013)				San Antonio (Spring 2013)			
Area	Total	Co-Sponsored	Honor /Topical	Poster	Total	Co-Sponsored	Honor / Topical	Poster
Area 2a (Distillation and Absorption)	4	1	Honor - Dan Summers		7	1	Henry Kister Symp. Honor - Tak Yanagi	
Area 2b (Crystallization and Evaporation)		No Report			No Programming			
Area 2c (Extraction)	5	3			No Programming			
Area 2d (Membrane-Based Separations)		No Report			No Programming			
Area 2e (Adsorption and Ion Exchange)	16	3		1	No Programming			
Area 2f (Fluid-Particle Separation)	6				1			
Area 2g (Bioseparations)	9	5	Co-Sponsor of TC 1	1	No Programming			
Area 2h (General Topics and Other Methods)		No Report			No Programming			
	Atlanta (Fall 2014)				New Orleans (Spring 2014)			
Area	Total	Co-Sponsored	Honor /Topical	Poster	Total	Co-Sponsored	Honor / Topical	Poster
Area 2a (Distillation and Absorption)	6				6			
Area 2b (Crystallization and Evaporation)		No Report			No Programming			
Area 2c (Extraction)	5	3		1	No Programming			
Area 2d (Membrane-Based Separations)		No Report			No Programming			
Area 2e (Adsorption and Ion Exchange)	16			1	No Programming			
Area 2f (Fluid-Particle Separation)	TBD				TBD			
Area 2g (Bioseparations)	8	5		1	No Programming			
Area 2h (General Topics and Other Methods)		No Report			No Programming			