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American Institute of Chemical Engineers

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MINUTES

Separations Division Planning Meeting
American Institute of Chemical Engineers
2014 AIChE Annual Meeting

Sunday, November 16, 2014 - Noon to 5:00 pm
Room 403, Hilton Atlanta, Atlanta, GA

Attendance:

G. Glenn Lipscomb
Linda Wang
Mark Pilling
Isaac Gamwo
Sharon Robinson
Jeff McCutcheon
D.B. Bhattacharyya
Anand Vennavelli
Isabel Escobar
Yoram Cohen

Tim Frank
Atanas Serbezov
Nicholas Urbanski
Seyi Oduyungbo
Roger D. Whitley
Kathleen Mihlbachler
Stephen Ritchie
Megan Donaldson
George Goff

Scott Husson
Neil Yeoman
Dan Summers
Tarun Poddar
Marcus Mello
Mark Davis
Lauren Greenlee
Krista Walton
Stephen Thiel

Announcements

Mark Pilling is the recipient of the 2014 Industry Leadership Award. Congratulations!

Election Results

Mark Davis – 2nd Vice Chair
Megan Donaldson - Director
Christopher Burcham – Director
Neil Yeoman - Treasurer.
Atanas Serbezov – Secretary

Review of Actions/Action Items from New Orleans (Glenn Lipscomb)

- Skype was successfully used during the Spring planning meeting to connect remotely with participants. It has proven to be a viable platform (free of charge) for future remote participation.
- The Division leadership is encouraged to update AIChE profile and add a photo.
- Mark Pilling will be the chair of the newly established Separations Division Advisory Council.
- The Division will consider adding new area for separations specific to the petroleum-chemical industry to enhance industrial relevance of programming.

CTOC Update (Sharon Robinson)

The Institute has updated the 2008 Strategic Plan. It includes 5 goals:

- Become a global organization.
- Create new industry and technology groups.
- Use information technologies to deliver advanced products and services for members.
- Enhance the undergraduate curriculum and promote life-long learning.
- Impact societal issues.

The financial situation of the institute is excellent. The surplus in the budget will be used for new programs and projects.

The Institute is looking into ways to enhance the leadership development of its volunteer force.

Divisions are making significant efforts to recruit, engage and retain young professionals (YPs).

The Institute started a campaign to reinvigorate the Local Sections.

AIChE Foundation campaign has been launched. The goal is to deliver predictable, significant financial resources in support of the highest priority activities of the Institute. The target is to raise \$15 Million over the next 5 years. The campaign slogan is “Doing a World of Good”.

Treasurer’s Report (Neil Yeoman)

The report is distributed electronically (via e-mail) every month. If anyone wants a copy, he/she can contact Neil. The financial health of the Division is good. The most recent balance is around \$78,000. The Division has funds to invest in a good cause. Ideas from the officers and members are welcome.

Neil has been the Division treasurer since its founding in 1990. Tarun Poddar has been asked by the Division leadership to assume the role of an assistant treasurer so that the continuity in the position is preserved.

Programming Plans

The Division had 7 sessions at the 2014 Spring meeting in New Orleans.

The Division has 82 sessions in Atlanta, 13 of which are co-sponsored.

The programming of the Division remains strong.

There is a strong desire to elevate the stature of the poster session. An extensive discussion was devoted to this topic but no specific actions were outlined. The area chairs were encouraged to discuss this issue with their area members and solicit input that can be further discussed at the next planning meeting of the Division.

Future Session Reduction

There is a push from CTOC to reduce the total number of sessions at the Annual meetings. The need for this has not been clearly communicated to the Division. If the reduction is caused by room limitations at the conference venue (for example San Francisco), the Division is willing to work with CTOC to find the optimal session allocation number. However, the Division strongly opposes an arbitrary quota set by CTOC. The Division’s position is that the number of sessions should be determined by the divisions and forums and not set by CTOC. Atanas Serbezov and Neil Yeoman will represent the Division at the Council of Division and Forum Officers and will convey the Division’s position to CTOC.

Awards (Nick Urbanski)

- 2014 Gerhold award winner: Timothy C. Frank
- 2014 Kunesh award winner: Jeffrey R. McCutcheon
- 2014 Founders award winner: André R. Da Costa
- 2014 Area Recognitions
 - Mark W. Pilling
 - Alirio E. Rodrigues
 - W.S. Winston Ho
- Six graduate student awards. Detailed list is on the Division’s web page.

The nominations for the graduate student awards are reviewed by the area chairs. If these reviews are not completed on time by the area chairs, the nominations are automatically rejected.

Nick is retiring as an Awards Director after the 2015 meeting in Atlanta. In the future the Awards Director duties will be shared between Kathleen Mhlbachler and Tarun Poddar.

Innovation Award (Nick Urbanski)

The Innovation award was approved at the 2014 Spring meeting. The first Innovation award will be given in 2015. The Past-Past Chair (Linda Wang) will be responsible for administering the award in 2015.

Review of Graduate Student Award Nominations (Nick Urbanski)

Area chairs were reminded that they need to review the graduate student award nominations submitted in their area and provide feedback to the Awards Director. Nominations that are not reviewed in time are not eligible for awards.

Fraud Related to Awards

What should the Division do if a past recipient of a Division award is found guilty of fraud and stripped of doctorate, licensure, credits, and employment that formed the basis of the recognition? This issue was discussed in length. The consensus was to deal with these situations on case by case basis and seek advice from the Institute.

Digital Camera

The Division owns a digital camera. Nick Urbanski has transferred the custody of the camera to Tim Frank.

LinkedIn update (Marcus Mello)

The Division's LinkedIn group currently has 71 members. Marcus is the group's manager. The requests from non-members are rejected. The award winners and the call for elections were posted. Calls for papers and a link to the web site are posted as well.

Center for Energy Initiatives (CEI) (Marcus Mello)

The Division has reached to CEI but has not met the same interest for collaboration with the Division.

Web page update (Roger Whitley)

The Division's web page is hosted by AIChE. Roger has partial control for editing the content.

Support for Young Professionals (Isabel Escobar)

The Division organizes tutorial sessions targeting young professionals (YPs) which have been very successful. The Division gives \$500 per meeting to support YP activities. The Division will continue to support YP initiatives.

For the past several years the Division has been providing \$500 per meeting (Spring and Fall) to the Young Professionals (YP) in support of their activities at the meetings. This support will continue for the 2015 Spring meeting in Austin.

Separations Division Advisory Council (Mark Pilling)

Mark Pilling has reached out to past Division chairs and they have all agreed to serve on an Advisory Council that provides guidance on strategic issues for the Division. Specific areas are:

- Role of the Division beyond programming
- Relevance of the Division to members
- Internal governance and bylaws
- Outreach to K-12 schools and the general public to explain what Separations are.

The consensus is that the members of the council should not be asked for volunteer work, but rather for input on strategic directions and initiatives.

Student Membership

The Separations Division currently has approximately 2,500 student members, some which are members of all Divisions. Since it is not clear how many of these student members are truly interested in Separations, the question was posed of whether they should be included in the Division communications. After a brief discussion it was agreed that communication with these students has a potential benefit at no added cost. Due to the large number of recipients, the electronic communications will be handled by AIChE's e-mail server.

It was also suggested that a special programming be proposed, targeting these students.

Action item: DB to explore the possibility of organizing a workshop on Sunday as part of the student conference to explain what separations are.

ALTSEP Support

Robert Giraud from DuPont has asked the Separations Division to provide a letter of support for a proposal being submitted for a NIST Advanced Manufacturing Technology Consortia Program Planning Award in the area of Sustainable Separation Processes. The proposal is titled **Sustainable Separation Processes: Creating a Roadmap to Accelerate Industrial Application of Less Energy-Intensive Alternative Separations (ALTSEP)**. The proposal is submitted by the ACS Green Chemistry Institute (GCI). The award, if granted, will be administered by ACS. The award will provide funding for invited members of the Separations Division to travel and participate in the workshops to be conducted toward the development of the NIST-sponsored innovation roadmap. In addition, selected members of the Separations Division will work together with the ACS GCI Industrial Roundtables on a process to assure lasting impact of the roadmap.

The motion to provide a letter was seconded and passed unanimously.

Division Officers' Handbook

In an effort to facilitate the officers' transitions and to retain the knowledge of best practices, an Officers' Handbook has been compiled for key positions:

- Awards Director(s)
- Area Chair
- Division Chair

Action item: Post the completed materials on the Division web site.

Proposed Education/Outreach Program (Glenn Lipscomb)

The Separations Division will annually consider proposals from its membership to support educational and outreach activities. The following guidelines will be followed for receiving, evaluating, and awarding proposals. Questions regarding appropriateness of topic or the funding process should be directed to the Division chair.

- A. This RFP will be sent to all members by January 31 of each year.
- B. Principal investigators will submit to the Division Chair by June 30 a written proposal containing the following sections. PIs are encouraged to discuss potential projects with the Division chair prior to the AIChE Spring Meeting to obtain preliminary feedback.
 - a. Description of the proposed work (1 page),
 - b. Time frame, proposed personnel, and personnel roles (1 page),
 - c. Budget and budget justification (1 page, requested funds must be <\$5,000 and level of cost sharing indicated clearly),
 - d. Deliverables (1 page), and
 - e. CV for all personnel if known (1 page each).
- C. Principal investigators will present their proposal to the Separations Division at the fall planning meeting (15 minutes).
- D. The Separations Division officers and directors will make all funding decisions immediately following the presentation(s).
- E. Within one month of the project conclusion, principal investigators will submit a one page final project report summarizing the activity and providing a final accounting of project funds. All deliverables are due with the report.