MINUTES
Separations Division Planning Meeting
2021 AIChE Annual Meeting, Boston, MA

Sunday, November 7, 2021 - 1 pm to 5:00 pm (EST)
Sheraton Bay Hampton

Attendance (In Person):

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<tr>
<th>Name</th>
<th>Institution</th>
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<tbody>
<tr>
<td>Anand Vennavelli</td>
<td>Chair</td>
<td><a href="mailto:anand.vennavelli@kes.global">anand.vennavelli@kes.global</a></td>
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<tr>
<td>Dan Summers</td>
<td></td>
<td><a href="mailto:190proofsummers@gmail.com">190proofsummers@gmail.com</a></td>
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<tr>
<td>Ranil Wickramasinghe</td>
<td>Past Chair</td>
<td><a href="mailto:swickram@uark.edu">swickram@uark.edu</a></td>
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<td>Jeff McCutcheon</td>
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<td>Marina Tsianou</td>
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<td>Tony Cai</td>
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<td>Paul Collins</td>
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Attendance (Remote):

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<td>Atanas Serbezov</td>
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<td>Alice He</td>
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Approval of Minutes from May 7, 2021 (Anand Vennavelli)
A motion to approve the minutes as distributed by e-mail passed by acclamation.

Election Results and Introduction of New Officers (Anand Vennavelli)
Isaac Gamwo - 2nd Vice Chair
CJ Kurth – Director
Evan Hatakeyama - Director
Taran Poddar - Treasurer
Atanas Serbezov – Secretary

Newsletter
By special appointment, Marina Tsianou will continue as newsletter editor. The newsletter is publicly available on the SepDiv website; no login is needed to access it.

Treasurer’s Report (Taran Poddar)
See slides in the Appendix for details. Tarun Poddar provided a summary of the Division’s finances. The Division’s finances are healthy. As of end of September 2021, the Division had $87,210. The Division’s funds have been growing in the past two years, mostly due to increase in investment income.
Income from membership dues has been decreasing over the past two years, an indication that the membership base is shrinking.

Barbara Valentine is the new CFO at AIChE.

Before the end of the calendar year the Executive Committee of the Division must decide on the Division funds allocation for 2022.

**CTOC Update (Paul Collins)**
See slides in the Appendix for details.

**Awards (Dan Summers and Haiqing Lin)**
See slides in the Appendix for details.
The Division’s PowerPoint slide deck template needs updating with the current Institute and Division branding.

**Director’s Reports**
See slides in the Appendix for details.
- Website (Steve Thiel)
  If you see issues with the website, contact Steve Thiel.
- Engage Communication Platform (Paul Scovazzo)
  The platform has not caught on, there has been very little traffic. We might be asked by AIChE to close it. If you have ideas for discussion, contact Paul Scovazzo.
- Awards (Dan Summers and Haiqing Lin)
  It really takes two Directors to manage the workload. Need more nominations for graduate students awards. A total of 17 awards could be awarded but only 8 were awarded this year. Some areas did not have nominations.
- Poster Awards (Ranil Wickramasinghe)
  Reinstate in 2022.
- Document Area Honorees (Alice He)
  Information is collectable only for the past 10 years. This information will be published in the Newsletter and on the website.
- Industry Thought Leaders (Isaac Gamwo)
  No sessions in 2021. Future uncertain for 2022. Isaac Gamwo and Ranil Wickramasinghe will discuss further. Funding is available through the AIChE Foundation.
- Awards Advertising
  Need a director to lead this effort. Need more nominations for the Gerhold award.
- Membership Initiatives
  Need a director to lead this effort.
- Interactions with Other Entities
  Need a director to lead this effort.
Area Reports
Area representatives provided updates on programming and leadership succession.

Diversity Initiatives (Caryn Heldt)
See slides in the Appendix for details.
The Division needs to develop benchmark metrics.
Action Item: Anand Vennavelli and Paul Collins will work with Caryn Heldt to explore diversity initiatives to align with AIChE initiatives.

Education and Outreach Award (Ranil Wickramasinghe)
The first and only award was given in 2020. The outcome is deemed a success, but the challenge is to attract more nominations.
In its current form the award is “to support educational and outreach activities”. There was a discussion to change the focus of the award towards demonstrated excellence in education.

Action Item: Marina Tsianou, Ranil Wickramasinghe, and Jeff McCutcheon will draft a new description for the award and present to the Division.

APPENDIX