

Meeting Minutes
AIChE Education Division Board Teleconference
Tuesday, January 31, 2012
11:00 AM EDT

Participants: Don Visco, Jason Keith, Ben Davis, Taryn Bayles, David Silverstein, Fred Justice, Bette Lawler, John O'Connell, Milo Koretsky

I. Approval of 9/27/11 Meeting Minutes (Davis)

Minutes were approved.

II. Financial Report (Davis)

- Current division account balance is \$2836.21 (November 30, 2011)
- We spent \$126.23 on the plaque we gave honoring David Silverstein
- We don't currently have any planned expenditures
- We'd be able to support about 50 new memberships (at \$49 + \$7 = \$56 each) with our current account balance and another 15 or so per year assuming our current dues rate of \$7 and current active membership of 142

III. Programming Report (Keith)

- 2011 meeting program in place
- Call for papers is now open (May 2nd deadline)
- Every session has a chair
- Keith has contacted all chairs and co-chairs to encourage them to solicit abstracts
- Visco said to remind chairs that once the call for papers closes, it may close with no extension
- Two sessions in Spring meeting with education focus – May 4th, one in the morning and one in the afternoon

IV. Request for Approval of New Committees

a. Future Faculty (Visco/Koretsky)

- Visco requests approval for this committee and the Awards committee (needs vote of the board). Ph.D. students who want to become faculty members can be influenced earlier if we have a formal future faculty program (summer school, NETI, Tim Anderson's workshop, Young Faculty Forum, "Meet the Faculty Candidate" poster session, etc.) We can become involved through mentoring of graduate students / new faculty.
- Koretsky says that graduate students tend to have social support networks for their research, but are less likely to have a similar community for teaching. A lot of them are eager to be teachers and become teachers. A lot of NSF

CAREER proposals involve having an “educational plan” which the division membership can help to mentor/support.

- O’Connell says that AIChE Fellows have initiated a mentorship program oriented towards industry. There are many fellows who are academics who could be enlisted to get involved in this effort. It is not trivial to match mentors/mentees. We should be acting on the concern that teaching in ChE has become detached from industry; helping out with educating young teachers might help. There is a blue ribbon panel to address this issue right now.
- Visco agrees that it is a good suggestion that we interact with the Fellows program (O’Connell is chair)
- O’Connell says that Koretsky and he should talk about how to collaborate
- Visco asks for approval of committee (it is approved – no dissent)

b. Awards (Visco/O’Connell)

- Visco says that if you look at the by-laws of the division, it recognizes giving awards to AIChE members.
- O’Connell says that if it’s in the by-laws, we have to do it. He volunteered to take on this job in Minneapolis; the question is, of all the awards out there, what would we do that would be unique? We need to be careful not to be redundant or “cheaper” an award by offering similar awards to other groups. There were four ideas: award to recognize faculty that have made contributions to educational research, mid-career service award, best practices implementation award, service award to education (also mid-career). These fill a gap; he would like to submit a brief summary of the awards and talk about implementing it at the next board meeting.
- David says that it would be hard to have an AIChE award if we don’t have sponsorship of the award
- O’Connell asks if we should proceed even if we don’t have funding?
- Bette will look in to what the institute regulations are with respect to awards
- Visco asks for approval of committee (it is approved – no dissent)

V. Committee/Liaison Modifications

a. Undergraduate committee – SCC Liaison (Visco)

Committee is currently chaired by Chuck Coronella; Visco suggests that the undergraduate committee become the SCC liaison committee because Coronella’s work is largely as a liaison.

b. SACHÉ Liaison (Visco)

Visco says that Dick Zollars is the SACHÉ liaison to the CEOC. Is it better to have him serve the same role in the education division? Or should we have Dan Crowell serve? Or should we identify someone from industry. O’Connell says that it’s convenient to have someone who we know do it, but Chip Howat is

interested and might be a good candidate (was in academia, now in industry/safety). Keith likes the idea of having an industry tie-in. Justice agrees with O'Connell that Howat would be a good candidate (knows the problems of university work and the challenges of getting a consulting business going). Visco will approach Howat about the position.

VI. Committee feedback structure (Visco)

- Visco has asked committees for an annual feedback report with strategies, budgets, etc. (wanted something more formal so that people know what they're doing and so we can make sure that the division is doing what it should)

VII. Membership Discussion / Request (Justice)

- Justice says that when someone pays dues to AIChE, they are from when they are paid until the end of the calendar year. If members pay dues right before the meeting, they are only members for two months of the year. We might have 175 members, but we won't really know until after "dues-paying season". We're very broad but thin. Christy Patton-Luks will take on the chair of the membership committee soon. During the last meeting, Justice was asked if non-members could be members of the division; yes, they can, for two membership cycles (from time of entry to end of year = one cycle, next year is second cycle) IF we change our by-laws. It is possible for the division to pay the dues of non-members in order that they can become members of the division, but that also needs to be in the by-laws. Justice and O'Connell have drafted some language for the by-laws to be changed. There may be elements of other committees that see this flexibility as a way to get someone to give an invited presentation, etc. We need to have a management/approval structure for doing this; Justice suggests the chair of the division, or a majority of the board if the chair is not available, since time might be an issue. We're trying to convince a non-division member that a continuing interaction with the division is worthwhile to them.
- Bette says that non-members can join the division for one year; we should change it to two years
- Visco that this must go as a vote to the membership
- O'Connell and Davis agree that this is a good idea
- O'Connell says that the third paragraph of the change to the by-laws is unnecessary (it's understood that the membership committee will do that)
- Keith thinks that it would be more useful to offer division membership to current AIChE members rather than AIChE membership to non-members
- Silverstein says that us being able to offer membership might help convince others that the division is concerned with membership
- Justice says that we might want to structure the by-law change such that it is by invitation, but we should spend time to work out the procedures AFTER we approve the change to the by-laws

- Visco asks Justice to put forward another modification of the by-laws, then Davis could put together the process of putting together a ballot to the division
- Justice suggests that we would have “tiers” where we would offer (for free) division dues, membership dues, or both

VIII. Opportunities for Education Division in the Institute (Visco/Lawler)

- Visco has talked with Scott Fogler about this, doesn't want to limit it to a few minutes
- Tabled for next meeting

IX. New Business

- Visco will send out a poll for our next meeting time