

Meeting Minutes  
AIChE Education Division Business Meeting  
at the AIChE Annual Meeting in Minneapolis, MN  
Wednesday, October 19, 2011  
11:15 AM CDT

Participants: David Silverstein, Ben Davis, Jason Keith, Fred Justice, Christi Patton-Luks, Taryn Bayles, Esteban Brignole, John O'Connell, Daniel Lepek, Chuck Coronella, Milo Koretsky, Steve Duke

I. Presentation of Division Business by David Silverstein

- David Silverstein went through his PowerPoint presentation on division business through the vast majority of the meeting; these minutes contain all of the content of his presentation plus any comments from the participants.

II. Election Results

- Elections were held August 1, 2010 to August 31, 2011
- Professional Members as of 7/31/2011 were eligible to vote (165 total) and 76 votes were cast
- Taryn Bayles was elected to be 2<sup>nd</sup> Vice-Chair
- Ben Davis was elected to be Secretary/Treasurer
- John O'Connell was elected to be Director
- Don Visco and Jason Keith will advance to Chair and 1<sup>st</sup> Vice-Chair, respectively
- Election in 2012: Make your interest known to the board!
- Director of the division needs to be contested
- Question from Daniel Lepek: "What do the directors do?" Answer from David Silverstein: "They are experienced members of the institute who serve on the board and provide leadership."

III. Financial Report

- September 2010 balance: \$1515.33
- Income to date: \$1073.13
- Expenditures to date: \$100
- August 31, 2011 balance: \$2488.46
- All income from dues and a modest interest collection (plus residuals from previous banquets)
- Expenses: grant to graduate student for Division sponsored Spring Meeting K-12 Outreach Event
- David Silverstein encouraged all division members to E-mail the board if they have any ideas for a budget or what we should be spending money on

IV. Membership (Fred Justice)

- As of 9/30/2011, we have 169 members: 153 professionals, 1 new and 4 renewing graduate students, 5 new and 6 renewing undergraduates, 26 international members, 17 AIChE Fellows (10 last year), and 32 industrial members
- We are targeting 250 members in 2012
- The best way to join the division is to call membership directly at 1-800-242-4363 to have them add you
- Fred Justice mentioned that membership right now is “broad, but shallow”, meaning that there are a lot of different departments represented but only one or two people from each. He encouraged all current members to approach their colleagues about joining the division.
- Someone asked if the division could offer free membership for a year to increase membership; Fred Justice called that an excellent suggestion and said “in marketing they call that ‘sampling.’”
- Fred Justice brought up that registration for the division is too hard via the website and that it is not our problem, it is the institute’s problem as a whole.

#### V. Logo Design for Education Division

- The institute offered the division two different designs for a division logo
- A motion was made by John O’Connell to vote on the design the division preferred (Coronella seconded) by polling the membership on their preference
- David Silverstein said that he would send out a logo survey E-mail

#### VI. CTOC Approval of Regular Status for Division

- At the Spring Meeting, the Chemical and Technology Operating Council (CTOC) voted to give the Education Division permanent status as a Division of the Institute
- We are now an official, permanent division of AIChE, with all the rights and privileges thereof
- Fred Justice asked if we could realign with the CEOC (Career and Education Operating Council). Jason Keith answered “No, but we can request a liaison [from CEOC] and they would be receptive” to that.
- John O’Connell said that “we should be well connected with the operating councils for support”

#### VII. Projects

- Standing Committee active for Teaching Surveys (survey results for 2011 will be presented at 12:30 PM)
- Partnering with faculty on NSF funded conceptual learning project
- Division Newsletter (more info on that later)
- Make AIChE Education Division part of your dissemination plans

### VIII. 2011 Annual Meeting Programming (Jason Keith)

- 27 sessions (including workshops) and 4 co-sponsored sessions
- First Education Division Plenary: in honor of T.W. Fraser Russell (Lewis Award winner from 2010) – the awards Committee would like this to continue (having a venue for the Lewis Award winner to speak; not necessarily a session “in honor of” the winner)
- To support Dr. Burka’s interest in growing the international appeal of AIChE, we had a session on “International Perspectives on ChE Education” - thank you to AIChE for supporting the registration of the presenters in this session
- Daniel Lepek mentioned that the “international perspectives session was not well attended, but it was recorded for future viewing.” He noted that the panel at the end of the session was valuable.
- Faculty Development Track: Workshops (Career Planning for Prospective Faculty and Effective Teaching for New or Prospective Faculty), Posters (Meet the Faculty Candidate), and Sessions (Young Faculty Forum)
- Daniel Lepek mentioned here that we should find a new co-chair for the young faculty forum. He recommended someone in their 4<sup>th</sup> year or so as a faculty member (could be younger) and preferably from a primarily undergraduate institution.
- David Silverstein said that he would put that as part of the logo survey E-mail
- ABET Sessions: Tuesday morning updates from the EAC and Tuesday afternoon best practices session (programs who recently went through the process)
- Safety sessions: In support of the proposed modifications to the Program Criteria, two sessions were held on incorporating safety into the ChE Curriculum
- On-going “How We Teach” Sessions: Survey reports and “Steal This Course”
- 4th Annual Education Division Dinner had about 40 attendees
- Four AIChE On-Demand sessions: two Safety Sessions and two Plenary (In Honor of TW Fraser Russell and International Perspectives of ChE Education)

### IX. 2012 Conference Programming (Jason Keith)

- Jason will be the new Program Chair
- Spring Meeting is in Houston in April 2012 – we have one sponsored session focused on outreach and university / industry interactions
- 2012 Annual Meeting is in Pittsburgh from 10/28/12 to 11/2/12 – the planning meeting was the day before. If you are interested in moderating a session, please contact Jason Keith.
- Jason Keith mentioned that the deadline for the Topical Conference is 12/1/11 - he then asked whether we should have an Education Division topical. We had one in 2008 in Philadelphia. David Silverstein mentioned that the topical in 2008 was on 100 year of ChE education and the next 100 years of ChE education. He recommended that we have no topical.
- A concern was raised with regard to programming for the annual meeting in 2012 – if we are having problems with conflicts and attendance for division

programming, can we spread out the programming past Tuesday of the meeting? David Silverstein said he would be concerned about attendance for sessions later on in the week – the programming is early on for a reason.

#### X. Website

- We have one - <http://www.edudiv.org>
- The site contains selected materials from the annual meeting and relevant links. Additional items to be added to the website can be E-mailed to [chair@edudiv.org](mailto:chair@edudiv.org)
- Complete recorded sessions from the 2008 Education Topical Sessions are currently available there
- Soon to be in beta release is the education division concept warehouse: E-mail [beta@cw.edudiv.org](mailto:beta@cw.edudiv.org) for more information about that resource

#### XI. Help Wanted / Division Newsletter

- We have a division newsletter – Jessica Zimmerman is the editor
- The division kindly requests any input for content – opinions, short articles, experiences, ideas, etc. Anything that won't fit in a journal article but would be of interest to ChE instructors.
- Please E-mail your suggestions to Jessica at [jzimmerlin@gmail.com](mailto:jzimmerlin@gmail.com)

#### XII. Active Committee Reports

- K-12 (Zollars, Davis, Bayles) – nothing new to report
- International (Lale Yurttas, Daniel Lepek, Marcel Liauw) – Daniel Lepek and Marcel Liauw will talk about future sessions to engage an international audience
- Undergraduate (Chuck Coronella) – nothing new to report
- Liaison (Eric Maase (CACHE), Daniel Lepek (Divisions & Forums), David DiBiasio (Safety)) – Daniel Lepek mentioned that we need more members on the Divisions and Forums side of this committee
- Membership (Fred Justice) – John O'Connell volunteered to be on this committee with Fred Justice

#### XIII. Leadership Transition

- This business meeting marked David Silverstein's last official act as Chair of the division – he thanked everyone for their cooperation
- David Silverstein was presented with a plaque by Jason Keith (procured by Fred Justice) recognizing his many years of effort towards getting the division up and running and seeing it to its current robust state
- The membership thanked David Silverstein for all of his dedication and hard work

#### XIV. New Business

- Daniel Lepek suggested that we seek co-sponsors for the division banquet. In particular he suggested textbook publishers as logical partners/donors. David Silverstein said that the division will be pursuing funding of that sort. It was suggested during the programming meeting that we have a session honoring Rich Felder, perhaps Wiley would be willing to donate money to sponsor that session since his textbook with Ron Rousseau has been very successful for them.

#### XV. Closing Notes / Volunteers Needed

- We need a faculty membership volunteer (John O'Connell volunteered)
- We need volunteers for dissemination projects
- Please volunteer to serve as an officer if you are interested
- If you have a creative project, please bring it up to the division leadership
- Please join the division if you haven't already: call 1-800-242-4363 in 5 minutes (you can check if anyone from AIChE is still in NYC and not in Minneapolis)
- Let the leadership know how we can serve your professional needs and how you would like to get involved
- A motion was made and quickly seconded to adjourn the meeting at 12:00 PM