

Meeting Minutes  
AIChE Education Division Board Teleconference  
Wednesday, October 30, 2013  
2:00 PM Eastern Time

Participants: Don Visco, Ben Davis, Tim Anderson, Jason Keith, Alon McCormic, Matt Liberatore, Chip Howat, David Silverstein, Taryn Bayles

I. Approval of 6/18/13 Meeting Minutes (Davis)

Davis sent out the minutes of the 6/18/13 meeting on 10/28/13. It was suggested and approved that the names of the delinquent members be redacted from the minutes. The minutes were approved unanimously as revised. Davis will work with Silverstein on posting \*.pdf files of the board meeting minutes on the website.

II. Financial Report (Davis)

Our current balance is \$7,043.78 as of September 2013. Last year at this time (September 2012) we had a balance of \$5,703.46. Our year to date income has been from dues, banquet payments, and a small amount of interest. We have paid for a plaque for the Award for Excellence in Engineering Education Research (\$102.52) and will pay for an honorarium for that award (\$250.00). Our 2013 budget still includes lunch for the Future Faculty Mentoring Program at the Annual Meeting (Koretsky), the cost of the banquet (Silverstein), and the cost for the website renewal (Silverstein). If anyone has suggestions for the 2014 budget, please let Davis know.

III. Programming Report (Keith and Bayles)

a. Fall 2013

We were able to get everything we asked for (20 or so sessions and a few workshops).

i. Any last minute updates

Not at this time. Please come to the annual meeting and enjoy our programming.

b. Spring 2014

We should have enough submissions to fill one session, but not a second session.

c. Fall 2014

No news yet on Fall 2014 in terms of how many sessions we can have; the venue should be bigger in Atlanta. Bayles will run the programming meeting on Tuesday, November 5<sup>th</sup> at 11:10 AM in Union Nanosquare 24.

#### IV. Future Faculty Committee Report (Koretsky)

Koretsky submitted a report for the Future Faculty Mentoring Program committee (following page).

##### a. Current year

The report is an update on where we are currently; we have 9 mentors and we are mentor-limited.

##### b. Future years and continuation

We would like to have a co-coordinator for this program; contact Koretsky for details or nominations.

#### V. Membership Report (Patton-Luks and Anderson)

Patton-Luks submitted a report for the membership committee, given below after the FFMP report. Current membership is 189 and increasing (169 in 2011). We have good representation from many institutions/industries. Anderson asked whether we should have a flyer or some advertisement for the division at the meeting; Silverstein did do advertizing and take names of session attendees at previous conferences. Silverstein will send out the materials he used last time so that Patton-Luks and Anderson can put them at registration at the meeting. Davis can make copies, if needed. Liberatore suggested putting a 10 second pitch for the division in technical talks. Anderson will talk about the Education Division at his Preparing Future Faculty session as well.

#### VI. Awards Report (O'Connell)

O'Connell had another conference call to lead. We should advertize the division awards at the meeting. The Award for Excellence in Engineering Education Research will be given to Ron Miller by Visco at the banquet on Tuesday, November 5<sup>th</sup> at 7:00 PM.

##### a. Plan for 2014

We should emphasize the award criteria in advertizing for the award next year.

#### VII. Banquet Update (Silverstein)

The banquet will be at Puccini & Pinetti from 7:00 to 9:30 PM on Tuesday, November 5<sup>th</sup>. The actual cost for the banquet is \$59.60 and we are charging \$60. We have 35 tickets sold so far, plus two for the award winner and his guest. We will meet at 6:30 PM in the hotel lobby to walk over to the dinner.

**AIChE Education Division Future Faculty Program  
Fall 2013 Report, Milo Koretsky, Coordinator**

1. The Future Faculty Program will commence its second year and conclude its inaugural cohort at the Annual Meeting on Sunday Night. We had 24 outstanding candidates for only 9 positions, and had a very difficult time with selection. Ultimately, we made pairings based on many considerations including similar interests, demographics, and inclusion of a broad range of participants. The Mentor/Mentee pairs for 2013-2014 are provided in Table 1.
2. We are currently *Mentor limited* by the number of Associate and Full Professors who agree to participate. Our process to attract Mentors is presently as follows: (1) an open invitation letter to all faculty who are members of the EdDiv; (2) a letter to all the ChE Department Chairs in the US; and (3) specific, individual, targeted requests to about 20 individual faculty members. Unfortunately, the people we desire are busy, and we needed to rally just to fill the 8 slots we targeted. Kudos to EdDiv Officers John O'Connell and David Silverstein for stepping up at the "last minute" to keep the program at targeted capacity. I would very much like to explore ways to increase the capacity.
3. Towards that end, I have met with John Cirucci to explore if the AIChE Mentor Center online system and other AIChE mentoring efforts can be leveraged.
4. We have updated the web page to include acknowledgement of program participants. Please provide comments and suggestions to increase web presence:  
[http://jimi.cbee.oregonstate.edu/concept\\_warehouse/FFMentor/](http://jimi.cbee.oregonstate.edu/concept_warehouse/FFMentor/)
5. Finally, I would like to place an open invitation for a "co-coordinator" for the 2014-2015 cohort, so we can transition leadership of this program.

**Table 1.** 2013 – 2014 AIChE Education Division Future Faculty Program Cohort

Mentor			Mentee	
1.	Kyongbum Lee	Tufts University	Quing Hua Wang	Northwestern University / Massachusetts Institute of Technology
2.	Matthew Liberatore	Colorado School of Mines	Matt Green	Virginia Polytechnic Institute and State University / University of Delaware
3.	Sundar Madihally	Oklahoma State University	Ashlee Ford Versypt	Massachusetts Institute of Technology
4.	Adrienne Minerick	Michigan Technological University	Shelby Hutchens	California Institute of Technology / University of Massachusetts
5.	Adrienne Minerick	Michigan Technological University	James Radich	University of Notre Dame
6.	John O'Connell	University of Virginia	Matthew Panthani	University of Texas / University of Chicago
7.	Skip Rochefort	Oregon State University	Leah Bendavid	Princeton University / Stanford University
8.	David Silverstein	University of Kentucky	Isabel Jimenez Useche	Purdue University
9.	Heath Turner	University of Alabama	Matteo Cargnello	University of Trieste / University of Pennsylvania

## AIChE Education Division Membership Report

October 30, 2013

Prepared by Christi Patton Luks on 10/29/2013

189 current members

(Compare to 187 in June 2013, 181 Nov 2012, 169 Nov 2011, but below goal of 250)

49 new division members

10 student members (mix of graduate, undergraduate, international)

28 fellows

5 new AIChE members

60 members

85 senior members

151 academic

33 industrial

44 female

145 male

22 from outside the US

US states that are not represented: AK, AZ, DE, FL, HI, ID, ND, PA, RI, SD, VT, WY

20 delinquent members (same as June 2013)

2 paid AIChE dues but not division dues

**Action Item:** Christi Patton Luks will send them a follow-up email

4 are professional, international members

6 are student members

The remainder work at:

Industry (1): Ajay North America (GA)

Academic (7): Buffalo

Mississippi State

Michigan Tech

North Dakota

Geneva College

Oregon State

Missouri Science & Technology

**Action Item:** Are there people who work at these schools that could remind them? I did send an email earlier this year & it was unsuccessful with this group. Perhaps if it came from a colleague they would respond.

**Suggestion:** Should we have a flier at the registration area about our division? If I were to create this it would have a list of sessions, the dinner (if there is space available?), business meeting, and contact information for learning more about the division. Exposure is a great way to get more members.

## VIII. Newsletter → Need a new Newsletter Editor

We are still putting the finishing touches on the newsletter; it may come out tomorrow or Friday. Jessica Eastman will be stepping down as the editor; we thank her very much for her efforts and contributions. We need to look for a new person to do the newsletter. Davis will organize finding a volunteer for the newsletter; please do send him suggestions for people who might be interested.

## IX. Committee/Liaison Updates (Bayles)

### a. SACHÉ (Bayles)

Howat is interested in hearing about what the Education Division would like from SACHÉ in terms of incorporating safety into teaching materials. Visco suggested that Howat ask the SACHÉ members on Saturday, November 2<sup>nd</sup> what they feel they would like to get from the education division.

### b. International (Bayles)

The international committee is having their meeting on Sunday morning of the annual meeting and a session on Thursday. Visco mentioned that AIChE is excited about the international session. They have put together an exchange program with colleges and universities in Europe and they would like to try and expand it to other countries.

### c. SCC (Bayles)

Chuck Coronella reported nothing new for SCC. Some of the student competitors from the military academies were supposed to give talks on Thursday of the annual meeting; they are not able to because of the government shutdown and budget cuts. Their sessions were moved to the poster session on Monday. Keith mentioned that SCC had a meeting at the last annual meeting that he attended. They brought up moving programming earlier so students can come. Keith suggested switching the Spring and Annual meeting as one way that this could be facilitated (by having the meeting during spring break).

### d. K-12 (Davis)

Davis has talked with Frank Petrocelli of SIOC about creating an “event chair” or “outreach coordinator” under Education Division which would be in charge of organizing K-12 outreach events around AIChE meetings and participating in other external events on behalf of the institute. Davis will report on the progress of that when there is some. We had a very successful event at the Spring meeting in San Antonio; blog post here:

<http://chenected.aiche.org/public-outreach/high-school-outreach-program-features-astronaut-al-sacco/>

70 students and 3 teachers attended that event. We hope to have 60 high school students at the event in San Francisco next week. Many division members are volunteering at these events and Keith has been working with Petrocelli in order to get space for the events through the division.

AIChE will have a booth at the 3rd USA Science & Engineering Festival Expo from April 25-27, 2014 in Washington, D.C. Davis is working with Petrocelli and others on that event, which will be attended by thousands of students. Visco asked who sponsors these events; the sponsors vary and are solicited by Petrocelli (Hershey at the 2013 meeting, Tesoro at the 2013 Spring meeting).

e. Course Survey (Silverstein)

Margot Vigeant and Davis have worked with Silverstein on the 2013 course survey for elective courses. There is a session on the results on Wednesday, November 6<sup>th</sup> at 3:15 PM. The next survey for 2014 will be on Transport Phenomena; Daniel Lepek will be in charge of organizing that survey.

f. BoK (Silverstein)

There will be a meeting on the body of knowledge project the week after the annual meeting.

g. CAChE (Bayles)

i. CAChET (Keith)

Nothing new to report. CAChE is having their next meeting at the annual meeting next week.

X. Other Business (Visco for Lawler)

Lawler may give Anne Schaeffer the position of division liaison. They are moving forward with AIChE academy and it's going well. There will be a session on industry needs and on how academia responds to industry needs.

a. Institute items

Lawler will talk about what's going on at the institute at the business meeting next week.

XI. New Business

No new business to report. The meeting was adjourned at 2:50 PM.