

Fellows Council Virtual Meeting, SEPTEMBER 25, 2023

09:30 AM Pacific/10:30 AM Mountain/11:30 AM Central/12:30 PM Eastern

MEETING MINUTES

Attendance: Bryan Deschamps (BD), Fernando Aguirre (FA), Anthony Fregosi (AF), Ahmed Khogeer (AK), John O'Connell (JO), Robert Ofoli (RO), Nicholas Urbanski (NU), Lori McDowell (LM), Bill Parrish (BP), Diane Spencer (DS), Laura Dietsche (LD), Mark Swientoniewski (MS)

Action Items

1. Meeting Minutes Approval – LM
 - a. August 2023 FC Meeting Minutes - Approved

2. IDEAL Moment – LM
 - a. IDEAL Reception at Annual – Open to all.
 - Monday @ 5:30 pm

3. Annual Meeting Update – GG
 - a. Registration has opened.
 - b. Fellows Activities
 - The next “In-Person” Fellows Council Meeting will be at the Annual Meeting on November 5th – 10th in Orlando, FL. Right after Breakfast on Tuesday (11/7), and will include Fellow networking activity
 1. Break out activity
 2. Virtual meeting following Annual. Monday 11/27 @ 11:30 am CST following Thanksgiving.
 - c. HC – Suggested we work on inviting a determined number of YPs (3 – 5) to the Spring Meeting Fellow’s Breakfast.
 - GG - A selection process required for selection of YPs. YP Officers? Ask FC – EM – Officers great place to start.
 - BD – will send invite and LM will follow up.

4. Fellows Newsletter - AF
 - a. 2023 Q4 Newsletter submission deadline is December 15th

5. Plans for 2023 – All

a. Student Programs – GG/FA

- How many Fellows participated at Student Regionals? EM - (This is not available at this time). Could add in future reporting mechanism. NU – Is there an attendance list that we may be able to request fellow involvement be captured? GG – may get something, but not a definite.
- LB – when does the next list of student regionals come out? – In the works, fellows can be notified when list is finalized.
 1. Gina/Fernando will work to develop. FA can report only those who expressed interest – this is on Box
- How many students used the design problem?
 1. Numbers have been developed (23 Teams, 3 Individuals) (4 students/team). Participation this past year “on par” with past years. – GG

b. Speakers Corner – FA

- No further action at present – but an article will be put in the newsletter regarding Speakers – FA

c. Fellow Engagement

- Work is underway setting up a way to measure demographics of Fellow diversity – GG
 1. Just instituted process to require “self-reporting of demographics”. – 2024 will start the requirement of members to “self-report” in order to renew. - GG
- SHI Task Force Report – JO
 1. Data from new Fellows regarding their interests – LM/JO
 2. JO – Shared slides the SHI task force has developed regarding the path forward regarding SHI/AIChE collaboration
 3. Workshop December 6th regarding plastics “circularity”.
 4. Students who participated in recent design problem invited to give a presentation.
 5. Submit an article to CEP.
 - a. Content under development.

6. HC – Lot of history around Oak Ridge Lab regarding Manhattan project – HC/Gayle working on gathering this history.
 7. JO – SHI does not have resources to take oral histories – we would need to develop a means to help in this regard. (AIChE through the Foundation may be a way to help in this regard).
 8. LM/AF – will work on way to capture information from members who want to donate books to Nigeria (Have already started working with a specific village).
- AIChE Foundation Presentation - Natalie Krauser (NK)
 1. The Fellows Endowment giving report showed it was ~\$17K. The minimum is \$50K before monies are available for distribution. Additionally, there are endowment guidelines (5% of earnings are available annually once minimums achieved). Now what?
 2. Fund raising is currently “paused” until the FC defines their goals, use case, etc.
 3. NK – one possible next step would be once the Fellows fund reaches the needed establishment goal and then 5% yearly earnings would be available for all student programs.
 4. Can also “release” the current funds with donor approval to another project (Student, etc.) John, Natalie and Lori discussed options and selected two – Natalie will present at Fellows Breakfast and Fellows Virtual meeting.
 5. GG – Provided a spreadsheet that JO has started working on regarding Fellow Engagement Interest
 - a. Seeking a volunteer to continue this work – Jessica Winter/Diane Spencer – DS – will work on answering – DS Will send the FC a list of potential Fellows willing to work on projects.
 6. Invite NK to October FC Mtg. to finalize our Endowment options. - AF
 - Fellows Survey – LM
 1. We have a draft and comments – is there someone that is willing to put all comments into the survey so we can send to AIChE? Want to send it out 1-2 weeks before annual. FA will finalize survey.

6. Old Business – ALL

- a. Discussion regarding "path forward" for AIChE Foundation Fellows Endowment. – Formal agenda item for September meeting as to what to do with current 17K. (Distribute (with donor approval) to other projects rather than continue to try and reach 50K minimum. Two ideas identified for Fellows to support. Suggest we try to raise \$50K.
- b. Discussion/Review of 2024 Council Membership Requirements. – This item is related to Fall ballot.
- c. New FC members? List of Breakfast attendees for 2021-23
- d. Fall Ballot of New Members & Vice Chair – get update from Annette ASAP (by middle of October) - AF
- e. Bylaws "review team" (LD, DS, LB). DS – has obtained a set of model bylaws. FA will send a word version of the model. JO will send the word version of the FC bylaws.
- f. GG will start the "process" by sending above a set of "model" bylaws.

7. New Business - All

Supporting documentation sent to FC members – Anthony

1. September 2023 FC Meeting Agenda
2. August 2023 FC Meeting Minutes

Submitted by: Anthony Fregosi, 2023 Fellows Council Secretary