

AMERICAN ASSOCIATION OF ENGINEERING SOCIETIES

Minutes of AAES Board of Directors Meeting

Tuesday, December 9, 2008

National Academy of Engineering
Washington, DC

AGENDA ITEM No.

BOARD OF DIRECTORS BUSINESS MEETING

1.0 The AAES Board of Directors (BoD) meeting was called to order at 1:30 p.m. by Chair Jon Nelson.

1.1 Roll was taken: Present were –
Executive Committee: Jon Nelson (Chair), Ralph Wyndrum (Chair-Elect), Thomas Hanley, (At-Large Representative), Bill Salmon (Treasurer), Richard Anderson (Secretary),

AAES Staff: Bill Koffel, (Executive Director), and Connie Kyle. Dan Bateson was present via conference call.

AAES Member Societies: AIAA (Roger Simpson), AIChE (Dale Keairns), AIMBE (Jennifer Ayers), ASCE (David Mongan), ASEE (Frank Huband), ASME (Phil Hamilton), IEEE-USA (Russell Lefevre), NCEES (Jerry Carter), NSPE (Kathryn Gray), SWE (Virginia Connolly), Voting representatives in parentheses. AIME (Michele Gottwald) was also present via conference call.

A quorum was present.

All attendees from Member Societies, as well as guests are listed on the attached sign-in sheet.

Off Agenda Lance Davis of the NAE accepted an impromptu invitation to address the Board on the topic of the NAE Convocation to be held in April 2009. Davis explained that he was in full support of making the convocation theme a joint effort between NAE and AAES, rather than making the NAE solely responsible. Potential themes were solicited from the AAES representatives in attendance. Some of these included:

- Items of interest to the Obama administration
- Alternative energy and national energy policy
- Climate change, specifically mitigation and adaptation
- The intersection of engineering and health care
- Ethics and Social Justice
- System engineering of the US economy

A task committee of AAES representatives was formed to develop an AAES recommended topic for consideration by the NAE.

***ACTION:** Russ Lefevre (IEEE) will chair a task committee of Kathryn Gray (NSPE), Ben Corz (AIMBE), Casey Dinges (ASCE) and ED Koffel will develop the AAES recommended theme and submit it through the ED to NAE by mid-January..*

1.2 A motion to adopt the agenda was made and seconded. The motion passed.

1.3 A motion to accept the corrected minutes of the AAES Board of Director's meeting of May 6, 2008 was made and seconded. The motion passed.

2.0 Officer's Reports:

2.1 Chair: Nelson

Nelson presented highlights of the Chair's report, a copy of which is attached.

***ACTION:** Nelson will continue to work on the History of AAES during the next year as Past-Chair.*

2.2 Past-Chair-No report was submitted by Fallon

2.3 Chair-Elect: Wyndrum

Wyndrum said he will be building on the efforts of Nelson to improve the AAES, by focusing on the members and communications. AAES should be doing things that the Member Societies can't do by themselves, but can be done collectively. One goal will be to update the AAES website on a monthly basis. Wyndrum is planning on 4 forums to support AAES and the AAES Work Groups:

- K-12
- Mid-career education and retraining for engineers
- Innovation (across the board for products and services)
- The public image of engineering; we need to establish a national footprint

3.0 AAES Membership Status

3.1 Member Societies currently include: AIAA, AIChE, AIMBE, AIME, ANS, ASCE, ASEE, ASME, HFES, IEEE-USA, NCEES, NSPE, and SWE. Koffel described the prospect database (copy attached) that he is working on with Nelson.

***ACTION:** All member Societies are encouraged to request a time slot on their respective Board agendas during 2009 so that Chair-Elect Wyndrum can speak to the Member Society Boards on the value of AAES membership .*

4.0 Treasurer's Report

4.1 Financial Report through 3rd Quarter 2008

ED Koffel presented the financial report for the year to date. All Member Societies have paid their 2008 dues. The projected EWC dues may not be totally realized; some members are delinquent and some will end up as bad debt, which is the norm for this category of revenue.

4.2 2009 Budget

The 2009 budget was distributed with a comparison to 2006 and 2007 actuals. The Member Society dues was maintained at \$10,000 per Society for a total of \$130,000. The revenue projection for EWC was scaled back from 2008 to reflect the lowered expectations for this category. Significant cost savings was realized with the move of the headquarter's office from DC to Maryland.

Moved, seconded, and approved to accept the proposed 2009 budget.

5.0 Executive Director's report

5.1 Office relocation

ED Koffel reported that the AAES Headquarter's office was officially relocated to Elkridge, MD on

October 1, 2008. It is expected the move will result in considerable cost savings in rent and support services for AAES.

5.2 Procedures for Awards Committee and Nominating Committee

The same procedures that were used for these committees in the past will be used again this year.

6.0 EWC Report

The EWC report is attached. Bateson presented the highlights of the report including the successful publishing of the various annual reports. The EWC is anticipating another successful year. The EWC held a successful Commission meeting on September 30th.

7.0 Reports from AAES Committees

7.1 Nominations - Gray

Suzanne Jenniche's term will expire at the end of the year. She was thanked for her service on the committee.

***ACTION:** NCEES committed to supply a person to replace Jenniches on the Nominating Committee.*

***ACTION:** Nelson will notify Gray of the upcoming vacancies that will need to be considered by the Nominating Committee.*

7.2 Awards – Koffel

Koeffel reported that the packet for AAES award nominations has been sent to the Member Societies. Awards nominations are due to headquarters by December 31, 2008.

8.0 Reports from AAES Working Groups

8.1 Diversity – no report submitted

8.2 International Activities Committee – IntAC – Hank Hatch

8.2.1 Proposal to NSF

A proposal was submitted to the NSF on behalf of AAES requesting funding to be used to pay the AAES dues to the WFEO, at a rate of 20,000 Euros per year. Huband suggested that it would be a good idea to have the ED and Chair visit the Assistant Director of Engineering at the NSF to present the AAES case for acceptance of the proposal.

8.2.2 Proposed Working Agreement

Salmon reported on developments that occurred at the World Engineering Congress that was recently held in Brazil. Currently, there is a Memorandum of Understanding amongst several societies that formalizes the agreement to collectively pay the UPADI annual dues. This is handled through the AAES INTAC Working Group. The ad hoc dues paying group decided to wrap payment of WFEO dues into the same agreement with a modified MOU. This agreement will also be handled by the INTAC Working Group.

8.2.3 World Engineering Congress

Salmon reported on the WEC meeting that was recently held in Brasilia, Brazil. A reported 3,000 people attended the meeting. A trial balloon was floated regarding the US and/or Canada hosting the 2015 WEC meeting. A representative of the Canadian engineering delegation suggested that Canada would host the meeting in Vancouver, BC. More discussions are to be held on this issue.

8.3 K-12 - Wyndrum

Wyndrum reported on the forum that is to be held during Engineer's Week on February 19, 2009.

***ACTION:** Gray to send notice to ED Koffel for distribution to AAES members on an NSPE webinar on "Changing the Conversation".*

8.4 American Competitiveness Initiative – no report submitted

8.5 Emerging Issues – no report submitted

Diversity

***ACTION:** ED Koffel to contact members of these three Working Groups to determine if there is any interest in continuing these groups.*

8.6 Engineer's Forum on Sustainability-EFS

Darlene Schuster (AIChE) reported on the activities of the EFS. This group has been, and continues to be, very active. The written report on the activities of the EFS is posted on the AAES web site.

A discussion ensued on the membership of the various Work Groups. Shanahan (SWE) espoused the opinion that if membership of the Working Groups was open to all at no cost, regardless of membership in AAES, then it devalues the value of membership in AAES. The contra opinion is that membership in the Working Groups is intended to be a "breeding ground" for full membership in AAES. The middle ground opinion is that free, non-AAES, membership in the Work Groups should be limited to a certain period of time before the society is expected to become a member of AAES.

***ACTION:** Wyndrum will consider the addition of a membership committee with the intent to increase the number of members of AAES. The issue of Working Group membership relative to AAES dues paying membership will continue to be studied by the Executive Committee.*

9.0 Old Business

9.1 Openings on AAES Committees

Nelson reported there are two open positions on the Finance Committee. Huband (ASEE) and Mongan (ASCE) agreed to serve on the Finance Committee.

Nelson reported there are three open positions on the Audit Committee. Gray (NSPE), Shanahan (SWE), and Ayers (AIMBE) agreed to serve on the Audit Committee.

10.0 New Business

10.1 Proposed Bylaws changes

ED Koffel walked the Board through the proposed Bylaws changes and each was discussed. Koffel

recommended that a e-mail ballot be conducted on these changes. The consensus was that the laws of the state of New York will require a 100% affirmative vote by e-mail for the changes to be accepted.

***ACTION:** ED Koffel to develop an e-mail ballot on the Bylaws changes, to be sent out under the Secretary's signature. The ballot will be sent out in the next week.*

10.2 Strategic Alliance for Engineering

Virgil Carter (ASME) developed this unsolicited proposal for a new activity for the AAES Member Societies. This proposal will be discussed in the Executive Committee meeting on December 10.

10.3 Agenda items for future Board of Directors meetings

Nelson solicited suggestions from the Board. Items suggested include:

- Non AAES members on AAES Work Groups (Shanahan-SWE)
- Sources of non-dues revenue for AAES (Huband-ASEE)

11.0 Reports from AAES Member Societies

AIAA Simpson reported that the AIAA members who are familiar with AAES are trying to raise the awareness of ASEE within the AIAA Board

AIChE This is the centennial year for the Institute and they had a very successful annual meeting in Philadelphia. The new ED will be taking over from the departing ED, John Sofranko, on January 1, 2009.

AIMBE Ayers reported on a successful symposium on efforts to develop women in leadership positions in relevant fields.

AIME Michelle Gottwald, Associate Executive Director reported by phone:

- thanked AAES for allowing us to participate via teleconference
- shared our success with the Emerging Leaders Alliance (ELA) leadership training program and next year's dates (Oct. 8-10)/location (Reston, VA)/additional participating Societies (IEEE and SAE)
- shared Engineering for Sustainable Solutions: Materials and Resources (ESS:M&R) workshop dates (July 22-24)/location (EPFL in Lausanne, Switzerland)/promotion happening week of January 5th (see www.spe.org/events/aime for more info.)
- thanked AAES for opportunity to be involved with AAES' EFS and IntAC groups (and plans to participate in their January meetings)
- asked anyone with experience developing messaging for college freshman promoting the profession/disciplines/industry to share information/learnings with us to help develop AIME's new educational initiative.

ASCE New President Wayne Klotz has coined the term "Civilization Engineer" to recognize the importance of civil engineering to society. ASCE experienced a 3% membership growth in the past year. The ASCE Report Card on the Infrastructure that receives so much attention from elected officials is due to come out again in 2009. ASCE has elevated "sustainability" to one of its strategic initiatives.

- ASEE Huband reported that the 4th edition of their highly successful “Engineering-Go For It” book is about to be published. Almost 1.5 million copies of the first three editions have been distributed. The book is generic to all engineering and any engineering society can customize the book for their use by designing the back cover of the book for their society.
- ASME The society has revised their priorities to reflect to reflect their member’s interests, namely 1. energy, 2. global issues, and 3. workforce development.
- IEEE-USA The Institute is devoting more attention to the public policy issues relating to energy and broadband usage. The Washington DC offices are moving.
- NCEES The Council is devoting a lot of time and energy to the general topic of additional education being required for licensure, which is now being referred to as the “Masters or Equivalent” issue. There is also increased demand for the NCEES exams for countries outside of the US.
- NSPE NSPE continues to work on their five overall goals, namely:
- Licensure
 - Trends affecting licensure
 - The image of the Engineer
 - Supporting math and science education
 - Benefits to the membership
- SWE SWE is looking for more international activity, with a tiered dues structure reflecting this new area of membership growth.
- 12.0 Comments from guests-none
- 13.0 Future AAES meetings
- AAES Executive Committee meeting on December 10, 2008
 - AAES Executive Committee Meeting on February 20, 2009
 - AAES/NAE Convocation April 20, 2009
 - AAES Board of Directors meeting on April 21, 2009
 - AAES Executive Committee meeting on April 22, 2009
 - AAES Board of Directors meeting on December 1, 2009
 - AAES Executive Committee meeting on December 2, 2009
 - AAES/NAE Convocation April 19, 2010
 - AAES Board of Directors meeting on April 20, 2010
 - AAES/NAE Convocation April 18, 2011
 - AAES Board of Directors meeting on April 19, 2011
 - AAES/NAE Convocation April 16, 2012
 - AAES Board of Directors meeting on April 17, 2012
- The target date for the Convocation has been shifted to the 3rd Monday in April to better accommodate the conflicts with Member Society meetings. Next year the Convocation will be in the NAE Constitution Ave. facility, but then for 2 or 3 years after that, it will be shifted to the NAE 500 “F” Street facility due to remodeling being underway at the Constitution Ave facility.
- 14.0 Action items generated from this meeting

AGENDA
ITEM Item

- Off Agenda **ACTION:** *Russ Lefevre (IEEE) will chair a task committee of Kathryn Gray (NSPE), Ben Corz (AIMBE), Casey Dinges (ASCE) and ED Koffel will develop the AAES recommended theme and submit it through the ED to NAE by mid-January..*
- 2.1 **ACTION:** *Nelson will continue to work on the History of AAES during the next year as Past-Chair.*
- 3.1 **ACTION:** *All member Societies are encouraged to request a time slot on their respective Board agendas during 2009 so that Chair-Elect Wyndrum can speak to the Member Society Boards on the value of AAES membership .*
- 7.1 **ACTION:** *NCEES committed to supply a person to replace Jenniches on the Nominating Committee.*
- 7.1 **ACTION:** *Nelson will notify Gray of the upcoming vacancies that will need to be considered by the Nominating Committee.*
- 8.3 **ACTION:** *Gray to send notice to ED Koffel for distribution to AAES members on an NSPE webinar on “Changing the Conversation”.*
- 8.4 & 8.5 **ACTION:** *ED Koffel to contact members of these three Working Groups to determine if there is any interest in continuing these groups.*
- 8.6 **ACTION:** *Wyndrum will consider the addition of a membership committee with the intent to increase the number of members of AAES. The issue of Working Group membership relative to AAES dues paying membership will continue to be studied by the Executive Committee.*
- 10.1 **ACTION:** *ED Koffel to develop an e-mail ballot on the Bylaws changes, to be sent out under the Secretary’s signature. The ballot will be sent out in the next week.*

15.0 The meeting was adjourned by Chair Nelson at 4:29.m.

Respectfully submitted:

Richard O. Anderson, P.E.
AAES Secretary

Attachments: 1. Attendance Sign-in sheet
 2. Written reports posted on AAES website

Distribution: 1. AAES Board of Directors
 2. AAES ExCom
 3. Member Society Executive Directors and Presidents
 4. AAES Group Leaders