

AMERICAN ASSOCIATION OF ENGINEERING SOCIETIES

Minutes of AAES Executive Committee Meeting

Wednesday, December 2, 2009

National Academy of Engineering
Constitution Avenue Facility
Washington, D.C.

AGENDA ITEM No.

EXECUTIVE COMMITTEE ACTIVITY

- 1.0 The AAES Board Executive Committee (ExCom) meeting was called to order at 9:00 a.m. by Chair Ralph Wyndrum
- 1.1 Roll was taken: Present were -
Ralph Wyndrum (Chair), Roger Simpson (Chair-Elect), Jon Nelson (Past Chair), At-Large Committee Members Thomas Hanley, and David Mongan, Bill Salmon (Treasurer), Richard Anderson (Secretary), Bill Koffel (Executive Director), AAES Staff Connie Kyle, Dan Bateson (EWC) (via telephone), and Suzanne Jenniches (EWC) (via telephone).
- Guests: Reggie Vachon (Chair-Elect-Elect), Richard Ellis, Michael Michaud (ASME)
- A quorum was present.
- 1.2 The agenda was reviewed, amended, and accepted.
- 1.3 Minor corrections were made to the minutes of the Executive Committee meeting of September 18, 2009, (Draft 2), then a motion to accept the minutes was made, seconded and passed.
- 2.0 Officer's Reports: The three officer's reports are the same as those presented at the previous day's Board meeting and are not repeated here. The written reports are all posted on the AAES website.
- 2.3 Simpson discussed the 2010 operating plan for AAES. Communication between AAES and the Member Societies is a major element of the plan.

***ACTION:** Wyndrum to ask the Member Societies to make a 3 to 5 minute presentation at the Board meetings on activities of interest to all Member Societies.*

***ACTION:** Koffel to set up a meeting with Tom Peterson of NSF to explore NSF funding for various AAES activities.*

***ACTION:** Koffel to update the Introduction to AAES slide presentation.*

3.0 AAES Membership Status

In addition to the reports presented at the previous day's Board meeting, the following was reported:

Nelson reported that he has been in contact with the Illuminating Society of America, and they are still interested in considering membership in AAES. He has been unsuccessful in contacting the decision makers in the NABE. They are located in Alexandria, VA, and as such a personal visit by the ED may

be in order.

Koffel reported that he had contact with Michael Milligan, the new ED of ABET, Inc., and Mr. Milligan offered to present an update to the AAES Board on what is happening in ABET. Koffel will see when a mutually convenient date can be found for this to occur.

Wyndrum has been in contact with the current President of the IIE, who is on the faculty at Georgia Tech, and there was some interest expressed in finding out more about AAES.

Wyndrum also has been in contact with ASTRA (Alliance for Science & Technology Research in America) and they would like to explore a reciprocal membership arrangement.

4.0 Treasurer's Report-Salmon

Same as previous day's report at the Board meeting.

5.0 Executive Director's Report – Koffel:

Same as previous day's report at the Board meeting.

6.0 EWC-An extensive discussion was held on what might be done to broaden the impact of EWC on the profession and to grow the services and revenue of EWC. Historically, EWC has gone from being a financial drain on the AAES to a positive revenue producing entity.

Some of the strong points of EWC are the timeliness of its reports and the acknowledged accuracy of the data in its reports. The US Government relies on the accuracy of the EWC reports. The EWC has a historical perspective that no other organization can match.

With the tough economic conditions, it is very difficult to attract new members, especially from industry. On average, approximately 120 university members are invoiced every year, and approximately 100 pay their membership dues.

Some of the new product opportunities include customized reports for individuals or entities, and making the historical data in the archives available to customers. These efforts, as well as the promotion of the current products, may require the hiring of a 3rd party marketing firm.

Richard Ellis then presented a synopsis of his opinions regarding EWC. He believes the timeliness of the reports is good, but there are credibility problems with both the EWC reports and those of other organizations.

***ACTION:** Jenniches and Bateson to submit a comprehensive plan for the future direction of EWC by February 1, 2010.*

7.0 Reports from the AAES Committees

The reports from the Nominating and the Awards Committees were presented yesterday at the Board meeting.

8.0 Reports from AAES Groups

The written reports from the various Work Groups are posted on the AAES website

8.1 Diversity

Betty Shanahan (SWE) reported by e-mail that she has been unable to line up financial support for the Diversity Work Group. She remains optimistic and will continue to seek support and active partners. In order to receive funding from NSF a specific program is needed. NSF will not support general operating expenses. Suzanne Jenniches will facilitate Shanahan making contact with Kitty Didion of the NAE.

***ACTION:** Koffel to set up a meeting with Tom Peterson of NSF to explore NSF funding for various AAES activities.*

8.6 Carbon Management

***ACTION:** Koffel to contact the AIChE and encourage them to put together the necessary documents to become an AAES Working Group focused on Carbon Management.*

8.7 Education Work Group

***ACTION:** Koffel to contact J.P. Moshen (ASEE) about their interest in forming an education related AAES Work Group.*

Old Business

9.0

9.2 NAE/AAES Convocation Program

***ACTION:** Simpson to finalize the topics and the speakers for the April 2010 Convocation.*

***ACTION:** Jenniches to line up a speaker from Northrop Grumman for the Convocation*

***ACTION:** Simpson to e-mail the Presidents and ED's of the member Societies to seek input on the program for the Convocation.*

10.0 New Business

10.1 USA Science and Engineering Festival

***ACTION:** Koffel to obtain information on the Fair, including costs and obligations and then provide a recommendation to the ExCom.*

10.2 ASTRA

***ACTION:** Wyndrum will keep the ExCom posted as he pursues finding out more information about the organization.*

10.3 Secretary and Treasurer appointments

Salmon and Anderson agreed to serve another one year term as Treasurer and Secretary, respectively.

11.0 Future Meetings

The ExCom February 2010 meeting has been moved from February 19 to February 18 to avoid a conflict with IntAC and EFS meetings.

- AAES Executive Committee meeting on February 18, 2010 at the NAE in Washington, D.C.
- AAES/NAE Convocation April 19, 2010
- AAES Board of Directors meeting on April 20, 2010
- AAES Executive Committee meeting on April 21, 2010
- AAES Executive Committee meeting on September 16, 2010 in Baltimore
- AAES Board of Directors meeting on November 30, 2010
- AAES Executive Committee meeting on December 1, 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

12.0 Action Items Generated From This Meeting

AGENDA ACTION IDENTIFIED
ITEM

- 2.3 *Wyndrum to ask the Member Societies to make a 3 to 5 minute presentation at the Board meetings on activities of interest to all Member Societies.*
- 2.3 *Koffel to set up a meeting with Tom Peterson of NSF to explore NSF funding for various AAES activities.*
- 2.3 *Koffel to update the Introduction to AAES slide presentation.*
- 6.0 *Jenniches and Bateson to submit a comprehensive plan for the future direction of EWC by February 1, 2010.*
- 8.1 *Koffel to set up a meeting with Tom Peterson of NSF to explore NSF funding for various AAES activities*
- 8.6 *Koffel to contact the AIChE and encourage them to put together the necessary documents to become an AAES Working Group focused on Carbon Management.*
- 8.7 *Koffel to contact J.P. Moshen (ASEE) about their interest in forming an education related AAES Work Group.*
- 9.2 *Simpson to finalize the topics and the speakers for the April 2010 Convocation.*
- 9.2 *Jenniches to line up a speaker from Northrop Grumman for the Convocation*
- 9.2 *Simpson to e-mail the Presidents and ED's of the member Societies to seek input on the program for the Convocation*
- 10.1 *Koffel to obtain information on the Fair, including costs and obligations and then provide a recommendation to the ExCom*
- 10.2 *Wyndrum will keep the ExCom posted as he pursues finding out more information about the organization.*

13.0 Adjournment at 12:20 pm

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Respectfully submitted:

Richard O. Anderson, P.E.
AAES Secretary

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