

AMERICAN ASSOCIATION OF ENGINEERING SOCIETIES

Minutes of AAES Board of Directors Meeting

Tuesday, December 1, 2009

National Academy of Engineering
Lecture Room
Washington, DC

BOARD OF DIRECTORS BUSINESS MEETING

AGENDA ITEM No.

- 1 AAES Board of Directors (BoD) meeting was called to order at 1:04 p.m. by Chair Ralph Wyndrum.
- 1.1 Roll was taken: Present were –
Executive Committee: Ralph Wyndrum (Chair), Jon Nelson (Past-Chair), Roger Simpson (Chair-Elect), Thomas Hanley, David Mongan, (At-Large Representatives), 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: AIChE (Dale Keairns), AIMBE (Jennifer Ayers), AIME (Michele Gottwald), ASCE (Blaine Leonard), ASEE (J. P. Mohsen), ASME (Amos Holt), IEEE-USA (Gordon Day), NSPE (Sam Grossman), SWE (Nora Lin), Voting representatives in parentheses.

A quorum was present.

All attendees from Member Societies, as well as guests are listed on the attached sign-in sheet.
- 1.2 A motion to adopt the agenda was made and seconded. The motion passed.
- 1.3 The guests to the meeting were recognized and welcomed by Chair Wyndrum.
- 1.3 A motion to accept the minutes of the AAES Board of Director's meeting of April 21, 2009 was made and seconded. The motion passed.
- 2.0 Officer's Reports:
- 2.1 Chair Wyndrum's complete report is posted on the AAES website at www.aaes.org, as are the other reports and presentations noted herein. A summary follows:

Wyndrum presented a brief review of the Strategic Plan for the year and noted that progress had been made. Each of the individuals in the Chair rotation have bought into the plan and those that are yet to serve as Chair will update the Plan on a yearly basis.

Potential new Member Societies are continuing to be identified and contacted. More will be discussed on this topic under Item 3.1.

The concept of the AAES Forums appears to have been successful with the two K-12 Forums that have been held in 2009. The idea of leveraging the resources of the various Member Societies for the greater good has proven to be viable and the officers are continuing to determine what actions the Societies should take jointly.

The Innovation and Competitiveness Forum has been moved up on the calendar and the Mid-Career Education Forum has been delayed.

Communication between the Member Societies and AAES continues to be a work-in-progress, and there are indications that the improved communications are helping. Amos Holt (ASME) noted that “timely” communications is the key to effective communications. AAES will begin quarterly distribution of an electronic newsletter to the Member Societies beginning in January 2010. Connie Kyle of headquarter’s staff has been charged with production of the newsletter and Member Societies are encouraged to submit articles to Connie for inclusion in the newsletter.

The Engineering Workforce Commission (EWC) will be a topic of discussion at the ExCom meeting tomorrow. The ExCom will be looking at where we are currently, and what more can we be doing to improve the products.

2.2 Past-Chair Nelson’s complete report is posted on the AAES website.

Nelson noted that his brief history of AAES is posted on the AAES website. He hopes to continue working on the history to make a more comprehensive document for internal use by the AAES.

Nelson has a draft prepared of the date-sensitive duties of the Chair positions, and he passed out the draft to the Chair, Chair-Elect, and ED for initial review at the ExCom meeting.

NCEES has appointed Nelson to be their official representative to the Board, so he will continue to be involved in AAES after his term as past-Chair is completed.

2.3 Chair-Elect Simpson’s Report is posted on the AAES website.

Simpson noted that he is updating the Strategic Plan for the next calendar year. He believes this guidance document is helping to unify all of our efforts.

Simpson reported on the planning for the NAE/AAES Convocation to be held in April 2010. He has been in contact with Lance Davis of the NAE and the overall theme may center on “Innovation, Exports, and the Economy”. In addition, the “Public Perception of Engineering” topic may also be on the program.

Luis Kun (AIMBE) noted that in his opinion, the AAES is not being agile enough in their selection of topics for the Board educational program and the Convocation. He believes the topics are dated and we are not reacting quickly enough. He cited as potential topics, the H1N1 flu pandemic, nuclear proliferation, and unemployment.

ACTION: All Member Societies are asked to suggest topics and speakers that would be appropriate for the Convocation and the Board educational programs.

Simpson noted that the vacancies on the Nominations and the Awards committees have been filled and those recommendations will be voted upon in Items 7.1 and 7.2 of this agenda.

In his discussions with potential Member Societies, Simpson noted that “public policy activities” have been a positive selling point for some of the societies with which he has talked. Presumably this is because the societies are too small to have their own presence in Washington DC, and they like the idea of participating with the current Member Societies. Gordon Day (IEEE-USA) emphasized that the public policy issue dovetails nicely with Kun’s comments regarding more timely issues.

***ACTION:** Simpson to give due consideration to Kun’s comments regarding timely topics as he plans for the Convocation and the educational program for 2010.*

Simpson passed out a handout of the PowerPoint slide show on the activities of AAES that he has used for recruiting new Member Societies. The slide show is available to all on the AAES website and all are encouraged to use it when the opportunity presents itself.

Simpson briefly went through the 9 items that are identified in his formal report that is posted on the AAES website.

3.0 AAES Membership Status

3.1 Executive Director Koffel has continued his outreach to potential member associations. He met with the BMES in October and with SFPE in November. The AAES dues continues to be a stumbling block for the smaller potential new Member Societies. ABET has indicated an interest in participating during 2010. The IIE is also considering developing a relationship with AAES.

Wyndrum noted that he has come up with an idea that would drop the dues for all Member Societies by \$1,000/year for every three new members that join. This would be a limited time offer that could be used for 3 or 6 new members. He will bring this idea up at the ExCom meeting tomorrow.

4.0 Treasurer’s Report

4.1 Financial results for 2008

The outside accountant has completed their review of the financial records for 2008. They have indicated that everything is in order, but we are awaiting their final report. The report is being passed on to the Audit Committee for review.

4.2 Financial Results for 2009

Thus far, it appears that the financial projections are going to be met for 2009. Because of the timing of some of the revenues and expenses, the figures shown on the reports presented are not correct. Staff is currently fine tuning the numbers, such as the 45% of publication sales, which is under-reported. The expense savings noted on the reports are due primarily to the move of headquarters to Maryland, the lack of hiring of the second person for EWC, more of the outside services being done by in-house staff, and paying less for the outside services still being used.

4.3

Budget for 2010

The 2010 budget will be voted upon by the ExCom tomorrow. One of the more significant new expenses is for improvement of the AAES website. ED Koffel then responded to several questions regarding specifics of the budget.

5.0 Executive Director's report

5.1 Proposed one-time waiver of the AAES Bylaws

Because of the fact that we now have two At-Large members of the ExCom whose terms expire in 2010, the Nominating Committee recommends that the replacements for these two individuals be appointed to staggered terms, one at 3 years, and one at two years. This requires a one-time waiver of the By-Laws. A motion was made to this effect, and it was passed. Therefore, one of the two new At-Large ExCom members to be elected in 2010 will have a two year term and the other will have a three year term.

5.2 ED Koffel conducted a conference call among the Executive Directors of the Member Societies during October 2009. One of the main issues the ED's identified as needed improvement was the upgrading of the AAES website. This has become a priority for ED Koffel.

5.3 The proposed monthly conference calls among ED Koffel and the Member Societies ED's is scheduled for the first Friday of each month.

6.0 EWC Report

The EWC written report is posted on the AAES website.

The EWC surveys and reports are on schedule.

Membership currently stands at about 120 members, with about 100 academic members and 20 industrial members.

2009 publication revenues are expected to be slightly less than in 2008.

Bateson is working with knowledgeable staff from some of the Member Societies to improve the marketing of the EWC work products.

The ExCom will be holding an extensive discussion of the future direction of the EWC tomorrow.

7.0 Reports from AAES Committees

7.1 Nominations - Simpson

Simpson presented the recommended candidates for the open positions on the Nominating Committee. They are, with their term noted: Dale Keairns – Chair, AIChE (2010), Jim Melsa, ASEE (2010), Hen Rebane, NCEES (2011), Betty Shanahan, SWE (2011), Robert Simmons, ASME (2012), Morton Friedman, AIMBE (2012), and Bill Henry, ASCE (2012).

A motion was made and seconded to accept the slate and it was approved.

ACTION: Candidates for the positions of Chair-elect, and two At-Large positions on the ExCom are needed from the Member Societies very shortly. The Nominating Committee must have their official slate ready by March 1, 2010.

Awards Committee

The nomination packages for the various AAES awards were sent to the Member Societies in early September. The nominations are due to headquarters by December 31, 2009.

***ACTION:** All Member Societies are encouraged to publicize the AAES awards to their respective memberships and solicit worthy candidates for the various awards.*

8.0 Reports from AAES Working Groups

8.1 Engineer's Forum on Sustainability (EFS)

Diane Schuster (AIChE) reported on the history and activities of the EFS. The EFS was originated by Al Grant (ASCE) in 1997. The original societies were ASCE and ASEE. Subsequently, AIChE, ASME, IEEE-USA, IEEE, AAAS, AIME, RNRC, and RNRF joined. The EFS has 3 meetings/year with an average attendance of 47. Schuster then described some of the current activities of the EFS.

8.2 International Activities Committee – IntAC- Reggie Vachon (ASME)

The IntAC continues to be very active with strong relationships to UPADI, WFEO, and the WEC. The Capacity Building Committee of WFEO is Chaired by an American and is one of the more active committees of WFEO. The WFEO met in November in Kuwait and there was a significant American presence at the meeting. A new committee on Natural Hazards and Disaster Mitigation was formed by the WFEO and Vachon made a request to the AAES Member Societies to have interested members of their respective societies join the new committee. The WFEO and UPADI will have joint meetings in Argentina in 2010.

Shanahan (SWE) reported on the meeting of the Women's Committee of the WFEO in Kuwait. The Committee is very active and growing.

Japan is lobbying to become the host for the WEC 2015 meeting. Canada and the US are supporting Japan's bid.

8.3 K-12 - David Mongan (ASCE)

Mongan reported on the recent, successful AAES Forum. One of the major topics was the focus on "Changing the Conversation". There were four breakout sessions to brainstorm on where we go from here with regard to the K-12 initiative and to define the functionality and features of that effort.

8.4 Emerging Issues – Luis Kun (AIMBE)

Kun reported on a variety of emerging issues that should be of interest to AAES Member Societies. He believes there are potentially 30 organizations that are interested in the Emerging Issues topics.

8.5 Carbon Management -Potential new Working Group – Dale Keairns (AIChE)

Keairns reported on a potential new AAES Working Group that is being championed by AIChE. The Group would be organized around AIChE's Energy Initiative with a mission of "Providing Greater Technical Understanding to Inform Policy". Greater collaboration is needed across discipline barriers (technical silos) for this to become effective. The problems that need to be solved are coupled across disciplines. A website has already been established. The initial focus of the group is "Electrical Power and Transmission".

The AAES agenda was then suspended to permit Tom Peterson, Assistant Director for Engineering at NSF, to give a presentation on “NSF Funding for the Engineering Community”.

9.0 Old Business

There was no old business to bring before the Board.

10.0 New Business

10.1 AAES/NAE Convocation Program – This item was moved to the ExCom agenda on 12-2-09.

10.2 Agenda items for future Board of Director’s meetings should be brought to the attention of Chair-elect Simpson.

11.0 Reports from AAES Member Societies

SWE Shanahan reported that SWE is hosting a roundtable on January 12 on “Women in Engineering”.

12.0 Comments from guests-none

13.0 Future AAES meetings

- AAES Executive Committee meeting on February 19, 2010
- AAES/NAE Convocation April 19, 2010 at NAS Lecture Hall
- Awards Banquet, NAS Great Hall 6 to 9 pm
- ASME Symposium, Library of Congress, 8:30 am to 1 pm
- AAES Board of Directors meeting on April 20, 2010 at Keck Bldg. Room 100 2 to 5 pm with ASME reception at 5 pm
- AAES Executive Committee meeting on April 21, 2010 at NAS Room 180 9 am to 2 pm
- AAES Executive Committee meeting on September 16, 2010
- 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

14.0 Action items generated from this meeting

AGENDA
ITEM

Action Item

2.3 *All Member Societies are asked to suggest topics and speakers that would be appropriate for the Convocation and the Board educational programs.*

2.3 *Simpson to give due consideration to Kun’s comments regarding timely topics as he plans for the Convocation and the educational program for 2010.*

- 7.1 *Candidates for the positions of Chair-elect, and two At-Large positions on the ExCom are needed from the Member Societies very shortly. The Nominating Committee must have their official slate ready by March 1, 2010.*
- 7.1 *All Member Societies are encouraged to publicize the AAES awards to their respective memberships and solicit worthy candidates for the various awards.*
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15.0 The meeting was adjourned by Chair Wyndrum at 4:17 p.m.

Respectfully submitted:

Richard O. Anderson, P.E.
AAES Secretary

Attachments: 1. Attendance Sign