



FUELS AND PETROCHEMICALS DIVISION

EXECUTIVE COMMITTEE MEETING MINUTES New Orleans, March 10, 2002

F&PD Chairman Irv Whiehe called the meeting to order. The agenda is attached (Attachment 1, 1 page). [NOTE: Attachments are not included but will be attached to the record copy of the minutes. Please contact the secretary, Marty Poole, martin.poole@valero.com, if you require copies of any of the other attachments.]

Minutes of the November 2001 F&PD Executive Committee Meeting (Reno) were distributed by Secretary, Marty Poole. A motion to accept the minutes of the previous meeting of November, 2001 was made, seconded and passed.

The Treasurer's Report:

Report was distributed by Treasurer, Dennis Griffith (Attachment 2, 2 pages). Motion to accept report was passed.

Membership Report:

Dennis reported that Division membership declined by 141 members in 2001 from the previous year. Our membership was 1021 at the end of 2001.

Technical Programming:

F&PD programming reached a new high at our Spring 2002. Programming consists of 7 topical conferences, 10 tutorials, 3 round table discussions, and 72 sessions.

National Staff Liaison Report: (Carla Sullivan)

Carla has asked us for feedback on the WISE program and other activities of the AIChE Government Relations Committee. Carla gave us background on AIChE position papers. The best way to get information about these activities is through the AIChE Government Relations Committee and the AIChE Web Site. Carla can be reached at carls@aiche.org.

AIChE Staff also discussed the purpose of the volunteer leadership training meeting scheduled for May 31 in Chicago. F&PD may send 1 – 3 committee members to this training opportunity. The goal is to send people who will be committed to bringing their new skills back to the leadership of F&PD. Gavin Towler volunteered to coordinate. Anyone interested in attending should talk to Gavin for details.

Dennis moved that F&PD co-host the leadership training session. The motion was seconded by Gavin. The motion passed.

Awards Committee

Irv asked for volunteers. Marty Poole, Syamal Poddar, and Dennis Griffith agreed to serve.

Nominations Committee

Irv asked for volunteers. Lori Boock, Bob Strack, and James Turner agreed to serve.

Membership Development

Gavin gave a presentation on the demographics of our membership. Notable is the fact that only two or three firms provide most of the large company support for F&PD. Many members are self employed or work for small firms. Few of our members are recent graduates.

Gavin proposed that we provide a student membership for \$1. Motion was seconded by Lori Boock. Motion was passed.

Long Range / Programming:

Long Range Committee proposed that the Programming Chair be made an elected position with a four year term. The idea put into a motion which was moved and seconded and discussed. The motion was passed without dissent. The motion is as follows:

The F&PD programming chair is elected by the programming committee and serves a four year term consisting of one year as Vice Chair, two years chair and one year as past chair. Candidates for the position of F&PD Programming Chair shall have previously served as area programming chair or meeting coordinator and shall have chaired at least on technical sessions for the F&PD in the past three years. The F&PD programming chair is responsible for technical programming at Spring and Fall national meetings. The Programming Chair should hold Division programming meetings at the spring and Fall annual meeting, issue minutes of these meetings, report to the F&PD executive and represent the F&PD on the NPC.

Strategic Planning:

A proposal for changing the way officers are rotated through the Technical Programming positions of chair, vice chair and past chair was led by John Butler. The committee decided to table this motion. The primary concern about the proposed change was the reduction in number of officers

A discussion about how to attract new members included ideas to increase exposure of F&PD to AIChE to student chapters. One idea proposed was for low cost membership to F&PD of undergraduate and graduate students. Irv, Gavin, and Lori to follow up.

Tellers:

Electronic voting has been implemented, however some committee members reported that they did not receive the ballot.

Adjournment

There being no additional business, a motion was made, seconded and passed to adjourn.

Marty C. Poole
Secretary