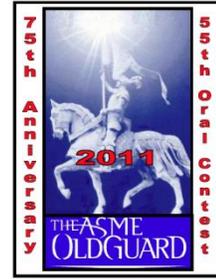


**Old Guard Committee  
IMECE Congress Meeting  
Pittsburgh, PA – Westin Convention Center  
November 11, 2018  
Agenda**



**In Attendance:**

Dennis Armstrong – Chair  
Bob Luna – Vice Chair  
Hank Cook – Treasurer  
M. Moman-Saunders – Secretary/Historian  
Ed Seiders – Member  
Rudi Landwaard – Member  
Lynden Davis - Member

**Guests:**

Mairi Brown – ASME Staff  
Erin Dolan – ASME Staff  
Anand Sethupathy – ASME Foundation  
Gretchen Crutchfield – ASME Staff  
Callie Tourigny – Sr VP, SECD  
Leila Aboharb SECD  
Kathleen Lobb – ASME Staff

**1) Call to Order - Welcome – Introductions – Dennis**

The Meeting was called to order at 8:35 with introductions around the room. This was the first board meeting for Lynden Davis as a voting member.

**2) Adopt Agenda – Proposed additions**

The agenda was approved and adopted.  
Moved, seconded, and approved to adopt as presented.

**3) Approval of Minutes from June 2018 Annual Meeting**

The June 2018 minutes, which were re-distributed by email on 9/27/2018, were approved. They will be posted on the Internet.  
Moved, seconded, and approved as presented.

#### **4) Approval of the Annual Report**

The Annual Report, which was prepared by Bob, was approved. It will be posted on the Internet.

Moved, seconded, and approved as presented.

#### **5) Lessons Learned from Saturday Oral Competition Finals - All**

The following items were discussed:

- Microphones need to be used; The judges should be in the front row; The computer issues were disruptive to two of the students; and, the judging form needs some updating.
- Dennis has received the feedback forms from the students. He will compile and send out to all.

Other Items Discussed:

- What is the best way to communicate the setup rules to the students? Should we require the students to come to breakfast to get the final details? Maybe we should publish the presentation schedule times at breakfast. The sign could be published without the times. The memo that goes to the students thoroughly explains everything they need to know, but maybe it could be reviewed during breakfast. We cannot communicate too much.

#### **6) Financial Report & Mid-year Budget Review - Hank and Dennis**

The plan submitted to COFI was ultimately approved. The Old Guard funds were finally received from the foundation and the ongoing donation are coming into our General Ledger.

#### **7) Williston Medal and Faculty Advisor Awards**

- We still do not have control of the Williston Award. Tom Pestorius continues to work on this. The \$20K planned transfer from the Faculty Advisor endowment still has not been moved for the Williston award. It is scheduled to be transferred the second quarter of fiscal year 2019. Dennis would like for us to formally take the responsibility for the award.

- “The Ask” has been added to the handout. All donations will go through the Washington office.
- Ed shared that there has not been any nomination for the Faculty Advisor Award. Why is that? Can the application be found on the internet, is it due to the complexity of the application, is there a sponsor, or is it due to the time of year the nomination packet is due.

ACTION ITEM: Dennis proposed that Ed and Lyndon form a subcommittee and work on a solution. The goal is to establish a pathway for advertisement to potential applicants.

### 8) E-FX, E-Fest Status and 2020 Planning – Erin Dolan

E-FX, a new model

- Erin Dolan - Why aren't more students coming to E-fest - is it the time and/or money? ASME is proposing to pilot new model, E-FX. It would be locally organized and run and could possibly engage the industry in the area. The number of students involved may increase. Their retention rates could then be measured. They have set aside a small stipend (\$500) for an India venue.
- **THE ASK:** She stated that there is a strong desire for competition and wondered if some of the Old Guard programs could be run at E-FX, such as the Poster, Orals, or Digital (U-Tube) based competitions. The only limitation is funding. Bob mentioned that both programs should interface well. However, the Old Guard is limited in raising funds under the new conditions.

Moved, seconded, and approved to move forward to reword the rules permitting use of the Oral or Poster competitions without prize money at any EF-X venue.

### 2020 E-Fest Planning

- There will be two E-Fest in the US and three E-Fest internationally.
- Proposed pilot Program - Use the E-Fest, get the results from the E-FX pilot, and offer a competition with no prize money from Old Guard.

## **9) Oral Competition Rules Revisions – Dennis**

### **ACTION ITEM**

- The Oral Competition Rules must be revised and posted on the Web ASAP. The goal is to have one page with hyperlinks to the specific details.
- We should plan for two sessions and four judges. However, if there are less than a stated number of participants, they should combine into one room. Review the wording which starts, ‘At least two weeks before.....’
- Leila Aboharb volunteered to help with reformatting the Oral Competition rules. We will require the students to provide their title at least two weeks before the final competition. Walk-up will be accepted if the competition is not filled up at this time.
- There is a limit and there should not have more than a set number of participants. All first place winners will compete in the Old Guard Finals.
- Dennis will wordsmith and get it back to all one about one week. The target number is eight but we may have up to 12 if we invite all of the seconds.

## **10) Operating Guide – Rev H & Pending Rev I Dennis and Bob**

The Operating Guide’s purpose and scope need to be reviewed. Other sections that need to be reviewed are standing committees charters. However, this topic must be discussed further among the committee members. Also, consider adding the past annual reports to the document and the retiring members as emeritus members for a term of three years.

## **11) New Business**

Student Early Career Development (SECD)

- Old Guard has been asked to have a dotted line relationship to SECD. Dennis stated that we would enjoy being a part of SECD.

**Adjourn by 4:00 PM**

Respectfully submitted

Monica Moman-Saunders  
Secretary OGC