AGENDA
2010-2011 BOARD OF GOVERNORS
June 12, 2011

Day & Time: Sunday, June 12, 12:30 PM – 4:00 PM*
Location: InterContinental Hotel
Crystal Ballroom VI – VIII/Ballroom Level
Dallas, TX

1. Opening of the Meeting
12:30 PM – 12:35 PM

1.1. Call to Order. Robert Simmons

1.2. Adoption of the Agenda. Robert Simmons ACTION
A motion should be made to accept the Agenda as circulated on May 26, 2011.

1.3. Announcements. Robert Simmons

2. Discussion Items
12:35 PM to 3:45 PM

2.1. Committee of the Whole. Robert Simmons ACTION
A motion should be made to approve going “as if in Committee of the Whole,” where open discussion is permitted and only a memo of issues discussed by topic is maintained by the Secretary.

2.2. Report on Executive Session. (5 minutes) Robert Simmons

2.3. Sector Management Committee. (5 minutes) Victoria Rockwell

2.4. Generative Discussion

2.4.1. Reflection on Past Year. (20 minutes) INFORMATION
Robert Simmons
(Agenda Appendix 2.4.1)

2.5. Strategic Discussion

2.5.1. Update on Strategic Priorities. (40 minutes) INFORMATION
SET Leaders
(Agenda Appendix 2.5.1)

*Executive Session planned for 10:00 AM – 11:30 AM. Separate Agenda will be sent to those invited to attend.

**Distributed June 3, 2011**
2.5.2. **Update on Initiative to Address the Prevention of Complex Systems Failure.**
   Harry Armen *(20 minutes)*  
   INFORMATION  
   (Agenda Appendix 2.5.2)

**BREAK 2:05 PM to 2:15 PM**

2.6. **Administrative**

   2.6.1. **Approval of 2012-2014 General Operating & Capital Budget.**  
   Reggie Vachon *(90 minutes)*  
   (Agenda Appendix 2.6.1)

3. **ACTION ITEMS**

   3:45 PM – 3:50 PM

   3.1. **Motion to Return to Formal Session.**
   A motion should be made to move out “as if in Committee of the Whole.”

   3.1.1. **Approval of 2012-2014 General Operating & Capital Budget.**
   Reggie Vachon
   (Agenda Appendix 2.6.1)

4. **Consent Calendar**

   3:50 PM – 3:55 PM

   The Consent Calendar is limited to items of a routine or non-controversial nature, grouped together to save Board time. Consent Items for Receipt are report items for information, followed by Consent Items for Action that the Board is asked to take action on as a group.

   Governors are encouraged to contact ASME Headquarters with their questions prior to the meeting as it is not expected that Consent Receipt or Action items are to be removed from the Agenda. Reports, whether for information or action, are to be in writing and part of the Consent Calendar, unless otherwise approved by the President.

   4.1. **Consent Items for Receipt**

   4.1.1. **Report by the Treasurer.** Webb Marner
   Financial statements were distributed on May 11, 2011 under separate cover.

   4.1.2. **Sector Management Committee Report.**
   Victoria Rockwell
   (Agenda Appendix 4.1.2)

   4.1.3. **EDESC Annual Report.**
   Amos Holt
   (Agenda Appendix 4.1.3)
4.1.4. COG Annual Report.  
K. Keith Roe  
(Agenda Appendix 4.1.4)

4.1.5. New Fellows Listing.  
Harry Armen  
(Agenda Appendix 4.1.5)

4.1.6. Approved Society Awards Listing.  
John Cipolla  
(Agenda Appendix 4.1.6)

4.1.7 Motion for Receipt.  
ACTION

4.2. Consent Items for Action

4.2.1. Identification of Items to be removed from Consent Calendar.  
Any action item(s) may be removed from the consent calendar by request from any member of the Board of Governors.

4.2.2. Approval of Minutes from Meeting on April 14 &15, 2011.

4.2.3. Committee on Organization and Rules. Dennis Achgill

4.2.3.1. Proposed Appointments.  
(Agenda Appendix 4.2.3.1)

4.2.3.2. Proposed Revisions to Society Policies.

4.2.3.2.1. P-2.7 Solicitation of Funds.  
(Agenda Appendix 4.2.3.2.1)

4.2.3.2.2. P-12.1 The Conduct of Conferences and Events.  
(Agenda Appendix 4.2.3.2.2)

4.2.3.3. Proposed Society Policies for Sunset.

4.2.3.3.1. P-2.5 Development Fund.  
(Agenda Appendix 4.2.3.3.1)

4.2.3.3.2. P-2.11 ASME Foundation Grants Program.  
(Agenda Appendix 4.2.3.3.2)
4.2.3.4. Proposed By-Laws for First Reading.

4.2.3.4.1. Proposed Public Affairs and Outreach By-Laws. (Agenda Appendix 4.2.3.4.1)

4.2.3.4.2. By-Law Revisions to B.6.2. (Agenda Appendix 4.2.3.4.2)

4.2.3.5. Proposed By-Laws for Second Reading and Adoption.

4.2.3.5.1. B3.1.2 Fellows Review Committee. (Agenda Appendix 4.2.3.4.1)

4.2.4. New Society Awards. John Cipolla

4.2.4.1. ASME Nancy Deloye Fitzroy & Roland V. Fitzroy Medal. (Agenda Appendix 4.2.4.1)

4.2.4.2. ASME Kate Gleason Award. (Agenda Appendix 4.2.4.2)

4.2.4.3. ASME Technical Communities Globalization Medal. (Agenda Appendix 4.2.4.3)

4.2.5. Engineers Week 2012 Initiative Funding Request. (Agenda Appendix 4.2.5)
4.2.6. Dates of Future Meetings.

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<thead>
<tr>
<th>DATE</th>
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<th>LOCATION</th>
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<tbody>
<tr>
<td>June 15, 2011(a)</td>
<td>Wednesday</td>
<td>10:00 AM – 11:30 AM</td>
<td>Dallas, TX</td>
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<td>Executive Session</td>
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<td>September 15, 2011(a)</td>
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<td>February 23, 2012(a)</td>
<td>Thursday</td>
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<td>April 19, 2012(a)</td>
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<td>June 6, 2012(b)</td>
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(a) 2011-2012 Board of Governors (b) 2012-2013 Board of Governors

BOG Retreat will take place July 13, 2011 through July 15, 2011 in Dublin, Ireland.

A motion should be made to approve the remaining items from section 4.2 of the Agenda.

5. Contingency Time for Discussion and Other Business

3:55 PM - 4:00 PM

Subject to the Presidents discretion, Contingency Time may be used for discussion of items pulled from the Consent Calendar and Other Business.

5.1. COG Planning for FY12. (5 minutes)

Robert Pangborn

6. Adjournment.
## List of Appendices

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**Distributed June 3, 2011**
ASME Board of Governors
Agenda Item
Cover Memo

Date Submitted: June 2, 2011
BOG Meeting Date: June 12, 2011

To: Board of Governors
From: Robert Simmons
Presented by: Robert Simmons
Agenda Title: Reflection on Past Year

Agenda Item Executive Summary:

This will be a generative discussion based on the achievements of the 2010-2011 Year.

Proposed motion for BOG Action: *(if appropriate)*

Generative discussion only.

Attachments:

Power point presentation.

**Distributed June 3, 2011**
Reflections on the Past Year

ROBERT SIMMONS

**Distributed June 3, 2011**
Generative Discussions

- Growth of the Society
  - How does the BOG measure growth (revenue vs. membership)
  - Goal of 300k members in 5 years
- Governance Issues from Retreat
  - Is current Board Composition working?
  - How do we engage stakeholders?
  - Current length/terms of service working for the BOG?
  - Reviewed by COG

Achievements

- Partnership with IEEE for E4C joint investment
- Launch of E4C
- Launch of ASME.org
- Engineering for Global Development
- Clean Energy was at the forefront of IMECE
- New Initiative Funding Process
- Membership Engagement to begin researching models

**Distributed June 3, 2011**
Achievements Continued

• Implementation of P-12.1
• Strategic Management/Centers realignment to Public Affairs & Outreach
• Exploration of the creation of Sector focusing on needs of Student & Early Career Engineers
• Approval of Concept for K&C realignment
• Membership Engagement to begin researching models

The Path Forward

**Distributed June 3, 2011**
ASME Board of Governors
Agenda Item
Cover Memo

Date Submitted: May 19, 2011
BOG Meeting Date: June 12, 2011

To: Board of Governors
From: Strategic Management Office
Presented by: SET Leaders
Agenda Title: FY 11 Strategy Summary for the BOG

Agenda Item Executive Summary: (Do not exceed the space provided)

The SET Team leaders (Volunteer and Staff) will provide an update on activities from January 2011 to date. The report will cover all the Strategy areas and will be a useful background reference for the Retreat.

Proposed motion for BOG Action: (if appropriate)

Attachments:

**Distributed June 3, 2011**
FY11
Strategy Summary
for the ASME
Board of Governors

June 12, 2011
Dallas, TX

Strategy Execution Teams Overview

ASME will collaborate to develop and provide locally relevant engineering resources that advance public safety and quality of life throughout the world.

ASME will serve as an essential energy technology resource and a leading advocate for technically sound energy policies.

ASME will foster a broader, competent, vibrant and more diverse engineering workforce with sustained engagement in ASME over all career stages.

**Distributed June 3, 2011**
The ASME Global Impact Index

Summary:
Year End Target is 3% over FYE10. Above Plan. The FY11 Q3 Global Impact Index is 9.8% over the FY10 year-end baseline. The Q3 numbers are also tracking 21.5% ahead of FY10 Q3 numbers.

Highlights:
• Non US Member growth (30%) outperformed US Member growth (0%).
• Non US Training is tracking 44% over Q3 FY10 helped by new activity in China, India, and continued growth in Latin America. US training also increased 39% in the same time period.
• Conformity Assessment was helped by continued growth in South Korea, however target markets, China, India and GCC lag quarterly targets.

Note: additional details on the Global Index and its components are available on the BOG private site.

Global Impact Highlights since January 2011

• BSC Global-Related Measures
  ■ S1 – Expand ASME’s Global Impact
    ■ S1a – Performance on target and steady despite cyclical drop at the end of Q2. Tracking ahead of FY10
    ■ S1b – Conformity Assessment in Target Markets (China, India, Gulf States) lagging. Based on scheduled Q4 reviews or new applications, projected to come close to target at year-end.
  ■ I1 – New, locally relevant products were released including:
    • Nuclear Codes and Standards workshop in Korea with KATS in Q3
    • In Q4 two Nuclear Codes and Standards Workshops were held, one in China with the Nuclear Power Institute of China another in Russia with ROSATOM. Also, the first International Working Group was formed at a SNERDI workshop in Shanghai.
  ■ I4 – E4C launched at the end of Q2 and registered users climbed to 4,000. Promotional and Partner activities planned to continue growth.

• ASME signed MOUs in Q3 with the Gulf Cooperation Council Standards Organization (GSO), the Korean Agency for Technology and Standards (KATS); and with German Society, VDI launching an Innovation project in early April.
• First training courses were delivered in China by Training Partner INET.
Global Impact

Upcoming Activities

• ASME Section I in Spanish was released in the fall. Translation work continues however and B31.8S is expected to be complete in Q4.
• Work continues on the translation into Chinese of A17 and a Chinese translation of B30 is being contemplated.
• India Pipeline Conference was held in Goa (200 participants) where discussions continued to form Pipeline and PVP Technical Chapters in India. Work continues on the Pipeline Personnel Certificate program.
• Center for Education held a planning meeting for the launch of its Leadership Summit on Mechanical & Multi-disciplinary Engineering Education in Hong Kong in September 2011, and is participating, with the US State Department and OAS in Engineering for the Americas (EFTA) which will position ME Vision 2030 as an assessment and curricular model for the Mechanical Engineering curricula in the Americas.
• ME Magazine is planning to launch a Global Window page during the summer. The goal is to share global news briefs related to technology and local policies that impact manufacturing and other industries where engineers are employed.
• Planning underway to engage partners with ASEM led E-WEEK activities in 2012
• Preparation underway for Global focus at BOG retreat in July.

Global / Energy

Japan Earthquake and Tsunami

• “What is ASME doing relative to incidents in Japan?”
  – Letters to JSME and President Obama
  – ASME.org official statement, news & articles
  – ASMEnews features
  – Humanitarian contributions - E4C and Red Cross
• JANTI briefing to ASME standards committees during Boiler Code week (May 12, 2011 in Las Vegas, NV)
• Ongoing enterprise-wide communications and action plans
• Evaluating the following:
  – Proactive assessment of potential impact on ASME standards
  – Enterprise-wide ASME Task Force, collaborating with JSME, to look at all impacted infrastructure
  – Convene focused discussions of lessons learned across all impacted industries served by ASME
Energy Highlights since January 2011

- BSC Energy-Related Measures
  - S3a – 3 new Nuclear products issued in Q3
  - S3b – 1 new Renewables product issued in Q3; should be on track in Q4
  - I3a – 1 new Energy Policy Coalition statement issued in Q3
  - I3b – 3 new ASME position statements in Q3

- Develop Internal Resources
  - Energy Portal initiative complete
  - Energy Indicators – in progress; anticipate completion in early FY12
  - Enterprise-wide Energy Portfolio – development continued; basis for FY12 metrics

- Quarterly activities
  - New Energy Topic Page launched with asme.org
  - Cross-sector support of ME Magazine content development:
    - “Power and Energy” feature in January issue, Energy-related supplements in January
      (NED) and February (IGTI) and article on power plants in shutdown mode May issues.
  - K&C Energy Committee issued first Energy Talking Points (ETP)
  - Congressional briefing held: “The Road to the New Energy Economy: Electric Vehicles”
  - ISCFRD visits conducted to U.S. DOE offices (Science, Fossil, Nuclear, Energy
    Efficiency and Renewable Energy, Electricity Delivery and Energy Reliability)
  - Offshore Technology Conference (OTC) - May 2011

**Distributed June 3, 2011**
Energy

Upcoming Activities

• Enterprise events
  – ASME Turbo Expo – June 2011
  – Small Modular Reactor (SMR) Symposium - September 2011
  – “Energy-Water Scarcity” plenary and track at IMECE - November 2011
  – Carbon Management Technology Conference (CMTC) - February 2012

• Energy content
  – ME Magazine
    • Energy features in April and June 2011 issues
    • Include energy-related Technical Division supplements in April (IGTI) and May (NED, IPTI) 2011 issues
  – S&C Update “Energy Spotlight” on Energy Assessment standards

• Evaluate and initiate energy-related projects
  – Development of new certificate programs focusing on energy related topics
  – “Energy-Water Nexus” standards gap analysis
  – Energy Fact Book

Workforce Development Indicators – FY2011 Q3

Expand Pipeline – 14.4% increase FY11 Q3 over FY10 Q3

Increase Competency – 8.1% increase FY11 Q3 over FY10 Q3

Improve Retention – 3.6% increase FY11 Q3 over FY10 Q3

**Highlights**

• Student membership has increased from 20,000 in FY10 Q3 to 22,883 on FY11 Q3, a 14.4% increase
• Paid graduated students staying as members of ASME has increased from 1,124 in FY10 Q3 to 1,745 in FY11 Q3, a 55.2% increase
• Participation in ASME training has increased from 8,077 through FY10 Q3 to 8,741 through FY11 Q3, an 8.2% increase

**Distributed June 3, 2011**
Workforce Development

**Workforce Development Indicators**

- Weighted ASME workforce-related activities (weighting factor indicated):
  - **Expand Pipeline**
    - Participation in student conferences (100)
    - Participation in I-Show and Human Powered Vehicle Competition (100)
    - Students participation in e-mentoring (50)
    - Student members (10)
    - Pre-college web visits (.01)
  - **Improve Retention**
    - Number of student members retained as student members (20)
    - Number of graduating undergraduate student members transitioning to industry and/or graduate school and staying as members (20)
    - Number of professional members retained (20)
    - Early career participation in e-mentoring (10)
    - Number of male and female members (10)
  - **Increase Competency**
    - Participation in training programs (25)
    - Individuals certified (25)
    - Number of ASME Books purchased (25)
    - Visits to ASME web pages (.05)

- Calculated as sum of (number of occurrences) x (weighting factor) for each activity above

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Workforce Development

**Highlights since January 2011**

- **BSC Workforce Related Measures**
  - S2 Early career members – The Q3 actual of 13,996 early career members exceeded the target of 13,654.
  - I2 New courses and certificate programs in energy related sectors – Two new energy related courses were released in Q3. Two Certificate Programs are still underway and targeted for launch at end of Q4.
  - I5 Students participating in ASME project oriented learning – Most of the activity in this area comes in Q4. Participation in the Student Design Competition increased from 272 in FY10 to 458 in FY11. Human Powered Vehicle Competition-East held at Indianapolis Motor Speedway attracted 32 teams.
- **Expand Pipeline**
  - ASME took part in Family Day for the 2011 E-Week, which attracted 13,994 attendees, far above the average of the past four years of 6,806.
  - The ASME booth at the World Championships of the FIRST Robotics Competition attracted 600 students, parents, team mentors and teachers.
- **Improve Retention**
  - ASME is piloting an e-mentoring program in partnership with WisdomShare™
  - New International Gas Turbine Institute scholarship program that will provide up to 10 qualified students with scholarships of $2,000 each year.
- **Increase Competency**
  - Launched new asme.org site.
  - First nanotechnology self-study course launched in May - Nanocoatings for Enhanced Thermal Engineering
  - Five new online Assessment Based Courses (ABC) launched

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**Distributed June 3, 2011**
Workforce Development

**Upcoming Activities**

• Expand Pipeline
  – Interactive website and smartphone materials for pre-college students
  – Update of hard copy and web-based career guidance materials
  – Work began on being lead society for E-Week 2012, in partnership with Battelle, the corporate sponsor
  – Undergraduate level senior design competition will be held at Summer Bioengineering Conference with a focus on projects aiming to aid people with disabilities.

• Improve Retention
  – Student Professional Development Conferences Futures Team developing new model for student conferences
  – Pro-active expansion of ASME Student Sections at community colleges
  – Expansion of Innovation Showcase
  – Bioengineering Division conducting mentoring workshop at 2011 Summer Bioengineering Conference
  – Early Career Global Reach Project to develop webcasts

• Increase Competency
  – Complete history of ASME Journals is going on-line
  – Implementation of new On-line learning system to support the expansion and enhancement of E-Learning courses
  – Increase in new self-study online ABC courses in FY12
  – Expand network of Global Authorized Training Providers

More Information

• BOG website
  - [http://strategy.asme.org/home.cfm](http://strategy.asme.org/home.cfm)
ASME Board of Governors
Agenda Item
Cover Memo

Date Submitted: May 24, 2011
BOG Meeting Date: June 12, 2011
To: Board of Governors
From: Strategy & Outreach
Presented by: Harry Armen

Agenda Title: Complex Systems Failure Final Report

Agenda Item Executive Summary: (Do not exceed the space provided)

A final update will be provided on the Complex Systems Failure project with a presentation made by Harry Armen, Chair, Strategic Issues Committee.

Proposed motion for BOG Action: (if appropriate)

N/A

Attachments:
Prevention of Complex Systems Failure & Mitigating Their Consequences PPT

**Distributed June 3, 2011**
Prevention of Complex Systems Failure & Mitigating Their Consequences

Recommendation of the ASME Strategic Issues Task Force

ASME Annual Meeting
Dallas, Texas
June 2011

Background

- The Trio of Disaster Sources
  - Natural
  - Industrial and Technological
  - Deliberate

- The Trio of “Systems”
  - Engineered
  - Organizational
  - Societal

- Fundamental Responses
  - Preventing
  - Mitigating
  - Coping

**Distributed June 3, 2011**
Background

ASME’s Strategic Issues and Innovation Committees Convened Three Meetings

- October 4–5, 2010: New York
  - Attended by: Task Force
  - Identified a set of priority areas for ASME
    - Standards and technical tools
    - Educational
    - Public awareness
Background (cont.)

- December 1–2, 2010: Washington, D.C.
  - Attended by: Industrial Advisory Board and Task Force
  - First phase of strategic planning on priority areas identified from first meeting

  - Attended by: Task Force and other ASME units
  - Define specific, near-term activities, their timelines and resource requirements for an ASME initiative

Initiative to Address the Prevention of Complex Systems Failure

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<th>Year 2</th>
<th>Year 3</th>
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| **Communications and Advocacy**  
  *ASME Lead: Strategic Management*  
  Strategic outreach materials developed and delivered to set the tone and message for the initiative and raise awareness of the issue of complex systems failure. |
| **Education and Outreach**  
  *ASME Leads: Center for Education; Training and Development*  
  A package of existing and newly developed educational materials about complex systems failures that is geared toward mechanical engineering department heads and practicing engineers. |
| **Enterprise Risk Management Framework**  
  *ASME Leads: Board on New Development; Standards and Certification Council*  
  A framework that companies can use to develop a comprehensive, integrated approach to assessing and managing their enterprise risk. |
| **Risk Analysis Tools**  
  *ASME Lead: Standards and Certification Council*  
  A compendium of standard diagnostic and prognostic risk analysis tools and an accompanying general framework for technical complex systems analysis that industries can tailor to their environment to better assess risk. |

**Distributed June 3, 2011**
Communications and Advocacy

OBJECTIVE
Increase public and political awareness of what can be done to help prevent such failures from occurring

• Key Actions:
  – Develop a position statement
  – Develop a multi-society position paper
  – Establish an engineering fellow in the Office of Science and Technology Policy
  – Develop public outreach materials
  – Create a C&A program initiative plan

Communications and Advocacy (cont.)

• Resource Requirements Estimates
  – $75,000 for funding a fellow at OSTP
  – $100,000 to conduct the remaining actions

• Potential Partners:
  – OSTP
  – Other engineering societies and trade associations
  – Communications partner (may be needed if public outreach campaign is undertaken)

• Key Deliverables:
  – Initial position statement
  – Multi-society position paper
  – Appropriate public outreach materials (if needed)
  – Program initiative plan for ASME

**Distributed June 3, 2011**
Educational and Outreach

OBJECTIVE

Develop a set of educational materials about preventing, reacting to and mitigating complex systems failure for use by mechanical engineering department heads and practicing engineers

Key Actions:

- Compile package of existing educational materials (e.g., case studies, standards, lesson plans, student exercises, videos, course modules, a continuing education module, and ASME short courses)
- Hold an educator input workshop
- Conduct pilot test of materials package
- Expand package offering and audience
- Develop a communications plan and metrics
**Educational and Outreach (cont.)**

- Resource Requirements Estimates
  - $150,000 per year for a three-year minimum (existing materials package through pilot)

- Potential Partners
  - National Science Foundation
  - Alfred P. Sloan Foundation
  - Gates Foundation
  - Open Society Institute

- Key Deliverables:
  - Initial education package geared toward mechanical engineering department heads and practicing engineers
  - Expanded package offering
  - Communications plan that ensures broad use of the package and metrics

<table>
<thead>
<tr>
<th>Year 1</th>
<th>Year 2</th>
<th>Year 3</th>
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</thead>
<tbody>
<tr>
<td></td>
<td>Phase 1</td>
<td>Phase 2</td>
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<tr>
<td></td>
<td>Establish project team and vet proposal</td>
<td>Expand package of educational materials</td>
</tr>
<tr>
<td></td>
<td>Compile initial educational materials package</td>
<td>Develop communications plan to ensure broad use of the package and metrics</td>
</tr>
<tr>
<td></td>
<td>Hold workshop to gain educator input and buy-in</td>
<td>Conduct pilot tests</td>
</tr>
<tr>
<td></td>
<td>Educators integrate material into their courses for a pilot test</td>
<td></td>
</tr>
</tbody>
</table>

**Distributed June 3, 2011**
Enterprise Risk Management (ERM) Framework

OBJECTIVE
Enable companies to develop a comprehensive, integrated approach to managing their enterprise risk to minimize the potential for complex systems failures and to develop plans to mitigate consequence

• Key Actions:
  – Compile an annotated bibliography of ERM resources
  – Develop a summary graphic of how to conduct the ERM process
  – Compile a set of ERM technique application examples
  – Develop a consensus-driven framework document

Enterprise Risk Management Framework (cont.)

• Resources Requirement Estimate
  – $200,000 for draft documentation
  – Funding for volunteer and staff time

• Potential Partners:
  – No additional partners anticipated

• Key Deliverables:
  – Annotated bibliography of ERM resources that includes the GE ERM process
  – Summary graphic of common themes and how ERM state of the art applies to complex systems
  – Set of ERM technique application examples for how ERM techniques have been applied successfully or unsuccessfully
  – Consensus-based process document that provides broadly based guidance
Risk Analysis Tools

OBJECTIVE

Develop a compendium of standard diagnostic and prognostic risk analysis tools and an accompanying framework that industries can tailor to their situation and environment, allowing them to effectively assess risk.

- Key Actions:
  - Develop a compendium of standard risk analysis tools
  - Develop the business case for diagnostic/prognostic tools
  - Develop a general framework for technical complex systems analysis
  - Convene a symposium on mitigating complex systems failure
  - Develop a mid-level framework and assess the value of industry-specific tools
### Risk Analysis Tools (cont.)

- **Resources Requirement Estimate**
  - Approximately $1.5–$2 million to develop tools

- **Potential Partners**
  - U.S. Departments of Transportation, Homeland Security, Energy, and Defense
  - Foundations such as the Alfred P. Sloan Foundation and George Soros, founder of the Open Society Institute

- **Key Deliverables:**
  - Develop a compendium of standard risk analysis tools
  - Develop the business case for diagnostic/prognostic tools
  - Develop a general framework for technical complex systems analysis
  - Hold a symposium on mitigating complex systems failure
  - Develop a mid-level framework and assess the value of industry-specific tools

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<tr>
<td>Risk Analysis Tools</td>
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<tr>
<td>External contractor develops compendium of standard risk analysis tools</td>
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<tr>
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<tr>
<td>Develop generic industry framework for technical complex systems risk assessment methods</td>
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<td>Hold a symposium on mitigating complex systems failure</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Develop mid-level framework for specific industries and assess value of developing detailed tools</td>
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</tbody>
</table>

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**Distributed June 3, 2011**
Looking Ahead

- Release a position statement to establish ASME leadership
- Launch the four components of this initiative in tandem, in CY 2011
- Ensure that the information, tools, techniques, and methodologies of this initiative are state-of-the-art to encourage widespread use
- Maintain focus on overall objective – Improve engineers’ ability to prevent the occurrence, to mitigate consequences and cope with CSF across multiple sectors

Observations

On Societal Systems

“You have a better chance of surviving a disaster in a poor democracy than a rich autocracy.”

A. Smith and A.Q. Flores, *Foreign Affairs*, July 2010

On Organizational Systems

“...network systems, rather than hierarchical systems ...are decentralized, with minimum concentrations of destructive power.”

ASME Board of Governors
Agenda Item
Cover Memo

Date Submitted: May 23, 2011
BOG Meeting Date: June 12, 2011

To: Board of Governors
From: Committee on Finance & Investment
Presented by: Reggie Vachon, Chair
Agenda Title: Proposed FY 2012-2014 Budget

Agenda Item Executive Summary: (Do not exceed the space provided)

Proposed FY 2012-2014 ASME Operating and Capital Budget for BOG Approval

Proposed motion for BOG Action: (if appropriate)

To approve the FY 2012-2014 ASME Operating and Capital Budget

Attachments:

Yes

**Distributed June 3, 2011**
COFI Report To BOG
FY12-14 Budget

Reggie Vachon, Chair, COFI
Michael Weis, Deputy Executive Director

BOG Meeting
Dallas, Texas
June 12, 2011

What We Will Cover:

• FY12-14 Budget – Where we were in April vs Today
• Revenue & Expense Summary
• Enterprise priorities
  – Funding options
  – Aligning with Strategic Objectives
• Sector Reports – open dialogue
• FY12-14 Budget (operating & capital)
• Recommended Motion

**Distributed June 3, 2011**
FY2012-14 Budget – Totals ($000)

April BOG

<table>
<thead>
<tr>
<th></th>
<th>2010 Actual</th>
<th>FY11 Dec Fcst</th>
<th>2012 Bgt</th>
<th>2013 Bgt</th>
<th>2014 Bgt</th>
<th>3 Year Totals</th>
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<td>92,379</td>
<td>96,454</td>
<td>103,476</td>
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<td>(564)</td>
<td>(6,987)</td>
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<td>Inst Net</td>
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<td>562</td>
<td>335</td>
<td>738</td>
<td>519</td>
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<td>Total ASME Net</td>
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<td>2,864</td>
<td>(4,432)</td>
<td>(918)</td>
<td>(45)</td>
<td>(5,395)</td>
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</table>

**Figures do not include savings for managing “open” positions – Historically budgeted $3.5M over 3 years**

April & May Activity & Results

- Managed Budget Process was implemented
- Sectors & operating units aligned resources and refined their budgets
- Result is a three year balanced budget (surplus)

Revenue improved by $3.6M
Expense improved by $4.7M
Net improved by $8.3M from ($7.0M) deficit

**Distributed June 3, 2011**
FY12-14 Budget Plan Summary ($ millions)

<table>
<thead>
<tr>
<th>ASME Budget</th>
<th>FY12</th>
<th>FY13</th>
<th>FY14</th>
<th>Totals</th>
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<td>$97.9</td>
<td>$104.9</td>
<td>$296.6</td>
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<td>Operations &amp; Programs Expense: Operations</td>
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<td>$103.0</td>
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<td>Revenue: Institutes</td>
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<tr>
<td>Expense: Institutes *</td>
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<td>$12.9</td>
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<td>Institutes Net *</td>
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<td>$.7</td>
<td>$.5</td>
<td>$1.4</td>
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<td>ASME Revenue</td>
<td>$98.6</td>
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<td>$310.9</td>
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<td>ASME Expense</td>
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<td>$308.2</td>
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<td>Total ASME Net</td>
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<td>$1.1</td>
<td>$2.4</td>
<td>$2.7</td>
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</table>

* some rounding

ASME Operating Summary ($ Millions)

**Distributed June 3, 2011**
COFI & SMC Activities/Priorities:

- Managed Budget Process – Software Tool
- Unit Operations Review
- Sector Realignments
- Uniform Reporting Project
- Endorsed (in principle) ASME’s Growth Strategy
  - 100/200/300

**Distributed June 3, 2011**
### Enterprise Activities (FY12-14):

<table>
<thead>
<tr>
<th>Enterprise Priorities/Projects</th>
<th>Op Budget</th>
<th>Initiative Fund</th>
<th>Gen'l Fund</th>
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<tr>
<td>Membership</td>
<td>❌</td>
<td>❌</td>
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<tr>
<td>Engineers Week</td>
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<td>ASME.org - Phase 2 &amp; 3</td>
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<tr>
<td>Engineering Global Development/E4C</td>
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<td>❌</td>
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<tr>
<td>Infrastructure – Non Facilities</td>
<td>❌</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Personnel Certification/Training (new)</td>
<td>❌</td>
<td>❌</td>
<td></td>
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<tr>
<td>Energy (new)</td>
<td>❌</td>
<td>❌</td>
<td></td>
</tr>
<tr>
<td>Global Growth (new)</td>
<td>❌</td>
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<tr>
<td>Standards Management - Safeguarding</td>
<td>❌</td>
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<tr>
<td>HQ Facilities/Renovation</td>
<td>❌</td>
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</tbody>
</table>

*See appendix for descriptions*

### Enterprise Activities (FY12-14) Aligning with Strategic Objectives:

<table>
<thead>
<tr>
<th>Enterprise Priorities/Projects</th>
<th>Energy</th>
<th>Global</th>
<th>Workforce</th>
<th>Ops Effec</th>
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<td></td>
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<td></td>
</tr>
</tbody>
</table>

*See appendix for descriptions*
Standards and Certification

Opportunities:
- Global growth
- Training/personnel credentialing
- Advanced energy technologies

Threats/Challenges:
- Global growth
- Standards-for-free
- Increased competition on all fronts

Standards and Certification

New Activities/Initiatives:
- Local International Standards Working Groups
- Global regulatory referencing and use
- Expansion of Authorized Inspection Agencies
- E-tools: CA Connect; CS Connect; Digital Path
- Single Product Certification Mark
- ASME Training
  - global distribution network (use of ATPs and ATIs)
  - new certificate programs
  - acquisition of new content
- Focus on energy-related new, updated, and expanded product development
- Formed Task Force on Beyond Design Basis Events and Response to Severe Accidents

**Distributed June 3, 2011**
Strategy & Outreach

Opportunities:

- Realignment with Centers Sector: Launch and success of Public Affairs & Outreach Sector
- Alignment with the ASME Foundation: Leverage external resources
- Students/Early Career: Support Student/Early Career Sector exploration team
- Public Policy: Support S&C public policy objectives; grow Federal Fellow program
- Innovation: Building on successes

*SCS, CA, Training & Dev. inclusive for all years. Not including G&A and service charges. Actuals for FY00 – FY10; 9-month forecast for FY11; budget projections for FY12-14.
Strategy & Outreach

Challenges:
• Realignment with Centers Sector: Execution risk
• Resources: ability to successfully grow external resources to leverage ASME investments in mission-focused programs

New Activities:
• Engineering for Global Development: Develop programs that engage volunteers and are synergistic with E4C
• ASME Foundation: Collaborate with the Foundation to leverage external resources to grow targeted focus areas:
  – E4C/EGD
  – Precollege
  – Students and Early Career
  – Public Policy
• Students: Increase international participation in Innovation Showcase
Centers

Opportunities:
- Realigning with Strategy and Outreach Sector: Launch and success of Public Affairs & Outreach Sector
- Aligning with the ASME Foundation: leveraging external resources to grow targeted focus areas
- Playing a defining role in enhancing team and project-based learning for students

Centers

Challenges:
- Maintaining continuity of programs pending proposal for new Student and Early Career Sector
- Obtaining academic community’s buy-in to implement recommendations of Vision 2030 study on the future of mechanical engineering education
- Addressing gap in STEM resources for high school juniors and seniors, college freshmen, and community college students

**Distributed June 3, 2011**
Centers

New Activities/Initiatives:
• Collaborating with K&C to implement Student Professional Development Conference Futures Team recommendations
• Co-Chairing Engineers Week with Battelle
• Expanding Inspire Innovation Workshops for pre-college teachers in coordination with Engineers Week
• Conducting International Mechanical Engineering Education Summit in Hong Kong
• Developing Human Powered Vehicle Competition in India

Knowledge and Community

Opportunities:
• Expansion into new Emerging Technology areas
• New net revenue producing programing
• Global Growth – Increased activities within international districts and more programing at international venues
• Student/ECE engagement – More focused and high value community based (Global, Technical, Affinity) activities
• Leveraging Engineers Week to expand grass roots programing

**Distributed June 3, 2011**
Knowledge and Community

Threats/Challenges:
• Balancing sustaining activities with sector re-alignment initiative
• New program start-up
• Limited volunteer/staff resources
• Volunteer recruitment
• High percentage of inactive global units (sections and student sections)
• IT resources for new volunteer E-tools

Knowledge and Community

New Activities/Initiatives:
• K & C Sector re-alignment
• Technical Communities Business Model – includes a number of improvement initiatives (program development, division health, finances)
• Support development of Student/ECE sector
• Communication/training and integration of Event Planning and Approval tool
• New Volunteer E-tools (focus on communication tools)
• Piloting new Student Professional Development Conference (SPDC) models
• Expansion of Student Liaison Program
Institutes

Opportunities

• Globalization
  – IPTI work in Brazil, India and China
  – IGTI in Middle East, India and Asia

• Workforce Development
  – IGTI Training weeks in US, Europe and elsewhere
  – IPTI cross-sector development of Pipeline Certification Program

• Energy
  – IGTI expansion into renewables (wind, solar)
  – IPTI into new areas (upstream and downstream)

Institutes

Threats/Challenges

• Global economic recession affecting exhibitions
• Institute Sector Board progressing on redefining how technical units can help ASME meet growth metrics and work across sectors
Institutes

New Activities

• OTC-brand expanding in OTC-Rio and OTC-Arctic
• Expanding Pipeline Conferences (Calgary, Rio, India, China, Europe)
• Creating new industry-specific Chapters
• New global Training Workshops
• Increasing scholarships awards and competition (2012 BSC to work within ASME and Foundation)

FY12-14 Budget Plan Summary ($ millions)

<table>
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<td>$(.8)</td>
<td>$1.1</td>
<td>$2.4</td>
<td>$2.7</td>
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* some rounding

**Distributed June 3, 2011**
## ASME Capital Budget Request - FY 2012 - 2014 Budgets

<table>
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<tr>
<th>Location</th>
<th>Description</th>
<th>Requested FY 2012</th>
<th>Requested FY 2013</th>
<th>Requested FY 2014</th>
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<tr>
<td><strong>Non-Computer Related:</strong></td>
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<tr>
<td>NY</td>
<td>Executive Director's Fund</td>
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<td>NY</td>
<td>NY Renovations &amp; Furniture</td>
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<td>NJ</td>
<td>NJ Building &amp; Equipment</td>
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<td>DC</td>
<td>DC - Furniture &amp; Equipment</td>
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<td><strong>IPTI/IIGTI Institutes Furniture &amp; Equipment</strong></td>
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<td><strong>Total Capital Equipment Request</strong></td>
<td></td>
<td>$2,501,000</td>
<td>$1,286,600</td>
<td>$1,295,500</td>
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<td><strong>NY HQ Project</strong></td>
<td></td>
<td>$50,000</td>
<td>$8,000,000</td>
<td>$0</td>
</tr>
</tbody>
</table>

**COFI Recommended Motion:**

To Approve FY12-FY14 Operating and Capital Budget Plan as submitted and presented.

---

**Distributed June 3, 2011**
Appendix

Enterprise priorities descriptions

Enterprise Priorities/Projects

- **Membership**: Completion of new membership engagement model market research and report to BOG followed by development of a go-to-market strategy and plan (including commencement of infrastructure build-out as needed)
- **Engineers Week**: ASME will co-chair the 2012 Engineers Week with Battelle. Funding is needed to implement special ASME/Battelle-led initiatives, including precollege outreach.
- **ASME.org Phase II & III**: Complete discovery phase, develop scope proposal and present to COFI and BOG with request for funding. Upon approval, commence development as presented.
- **Engineering for Global Development/E4C**: Engineering for Global Development will work seamlessly with Engineering for Change (E4C) to advance appropriate technologies to create sustainable solutions in the developing world.
- **Infrastructure**: Infrastructure represents non-facility costs that may be needed to support ASME’s growth strategy. They are human and/or capital resources that include, but are not limited to information technology & systems support or enhancement as well as accounting and finance resource support.
Enterprise Priorities/Projects

- **Personnel Certification/Training (new):** Cross sector coordination and collaboration on ASME training course portfolio underway. New training certificate and personnel certification programs (e.g. nuclear training and pipeline operators) under development; associated revenue/expenses are included in operating budget. A significant endeavor with good growth potential for ASME.

- **Energy (new):** New and expanded energy related endeavors are planned and included in sectors’ operating budgets. Initiative funding will supplement investment to build a more complete and cohesive enterprise coverage of existing and emerging energy related technologies; e.g. energy symposia series. Strengthening of organizational matrix will accompany funded endeavors.

- **Global Growth (new):** Operating budgets include sustained growth in use of ASME products and programs on a global basis; and increased international participation in ASME. Initiative funding will supplement operating budget reinvestments as needed and as appropriate; e.g. public safety and quality of life outreach; on-the-ground offices.

- **Standards Management – Safeguarding:** Multi-organizational endeavor to safeguard IP rights of standards developers; consulting, legal, supplemental GR, and S&C expenses covered by S&C operating budget.

- **HQ Facilities/Renovation:** This includes activities related to ASME’s future space and facility needs. ASME’s current lease in NY expires September 2013.

**Distributed June 3, 2011**
Date Submitted: May 23, 2011
BOG Meeting Date: June 12 & 15, 2011

To: Board of Governors
From: Sector/Unit/Task Force/Other Sector Management Committee (SMC)
Presented by: Victoria Rockwell
Agenda Title: Sector Management Committee Update

Agenda Item Executive Summary: (Do not exceed the space provided)

The report is an update of SMC activities since the April BOG meeting, including a report from the VOLT Academy.

Proposed motion for BOG Action: (if appropriate)
No action required

Attachments:
One
I. FY 12 Budget Process

SMC has been working with COFI to develop the FY12 budget. The proposed budget successfully closed the gap, and has a $2.1 million surplus. Senior VPs will address the Board regarding their key budget items at the June 12th meeting.

II. Vice Presidential Nomination Process

A teleconference was held on May 4, 2011. Participants: Jack Ware and Ruth Ann Bigley, Nominating Committee (NC); Warren Leonard, Committee on Organization and Rules; and Tom Libertiny, Sector Management Committee.

Following up with the discussion and actions taken during the April 14-15, 2011 Board of Governors (BOG) meeting the Fiscal Year 2012 Nominating Committee's "MM-10 Manual Review Subcommittee" will recommend language to codify the procedures and guidelines for the option to submit a single VP candidate, with mutual agreement by the NC.

It is expected that the single candidate option will be the exception, not the norm.

Although the timeline for completion of the MM-10 update will be determined by the 2012 Chair of the Nominating Committee, the following is the expected timeline:
1) New Nominating Committee Chair selected and announced: June 14, 2011.
3) Procedures and Guidelines review to include Jack Ware (Immediate past Chair of the Nominating Committee) and a representative of the Sector Management Committee.
4) Full Nominating Committee votes on proposed changes to MM-10: October 30, 2011.
5) Committee on Rules to review proposed changes to MM-10: December 31, 2011.
6) Implementation: In time for 2012 June Nominating Committee process.

III. VOLT Academy – Progress report submitted by Bill Cousins

OPERATIONS

VOLT Resource Center will be beta launched before the 2011 Annual Meeting. A working document for the Resource Center’s Collaboration Space is being circulated among the Executive Committee. The Collaboration Space will utilize Microsoft SharePoint and will be used for developing VOLT programs and VOLT training efforts. During this beta test, the K&C training committee will be provided space for their use. When the beta test is complete, the Resource Center collaboration space will be opened up to the rest of ASME to provide this capability to all of the Sectors.

ASME will be the essential resource for mechanical engineers and other technical professionals throughout the world for solutions that benefit humankind.
Executive Committee was updated by webinar on VOLT activities and plans on April 21.

ACTIVITIES

- **VOLT Candidates Briefings.** As part of volunteer leadership training efforts, briefings were conducted for the officer candidates for the positions of the Members-at-Large of the Board of Governors and President. Survey results from the participants are being complied and will be used for continuous improvement of these annual programs.
  
  - The Board of Governors Candidates Briefing was held by webinar on April 20 based on lessons learned from the initial program in 2010. The six candidates were invited with five of them participating.
  
  - The Presidential Candidates Briefing was held on May 12 at ASME Headquarters for the three candidates and was facilitated by the new VOLT Senior Leadership Committee Chair, Tom Barlow.

- **Nominating Committee.** On-going training programs for the Nominating Committee were conducted as follows:
  
  - The webinar on April 13 focused on: responsibilities of an officer; ethics; succession planning; confidentiality; ASME strategic priorities and the BSC; and an ASME financial overview. To date, this session has had 23 attendees out of a possible 40.
  
  - The webinar on May 11 included briefings from: the Presidential Team and the Executive Director; and the Senior Vice Presidents who addressed the specific expectations for each open Vice President position to better prepare the Nominating Committee for its selection process in June.

  These sessions have been recorded and are made available for playback, so we continue to promote participation for all those eligible prior to the Annual Meeting.

- **Annual Meeting Plans.** The following activities are planned for the 2011 Annual Meeting:
  
  - A VOLT Leadership Program, “Innovation for the 21st Century Leader” will be presented by Joel Barker on Sunday, June 12th. Mr. Barker, an independent scholar and futurist, is the individual who pioneered the concept of paradigm shifts to explain profound change and the importance of vision to an organization.
  
  - ECLIPSE interns training program will be held on Saturday, June 11.
  
  - A briefing for the Nominating Committee on the role of VOLT and the importance of training will be conducted on Tuesday, June 14 at the Nominating Committee’s Organizational Meeting.
  
  - BOG Nominees Briefing will be held on Wednesday, June 15 for those selected by the Nominating Committee the day before.

ASME will be the essential resource for mechanical engineers and other technical professionals throughout the world for solutions that benefit humankind.

**Distributed June 3, 2011**
A summary of the FY11 Activities of the EDESC Committee follows:

1) **ED Report of Enterprise Performance and ED Personal Objectives** - The EDESC reviewed reports from the ED regarding both the Enterprise Performance, as well as the performance of the ED, relative to his Personal Objectives. The EDESC has communicated recommendations to the BOG regarding the Executive Director’s performance and compensation.

2) **FY10/FY11 Incentive Compensation and Year-End Bonus Payouts** - The EDESC reviewed the results of the FY10 Incentive Comp and Discretionary Bonus payments. The Committee also reviewed mid-year projections of the FY11 Incentive Compensation awards. In addition, the EDESC provided feedback to the ED regarding proposed changes to the construct of the objectives for the Enterprise component of the Incentive Comp Program for FY12. These changes were presented to the BOG in June.

3) **Compensation Overview** – Mercer provided the EDESC with an overview of ASME’s Compensation Programs and Processes, including the Total Remuneration Intermediate Sanctions Study for the Executive Director, which was conducted and approved by the BOG in FY10. In addition, an overview of base salary and compensation trends, provided by staff, was reviewed by the Committee.

4) **Compensation Update and Recommendations** - Mercer provided the EDESC with an Annual Compensation Update that included a review of ASME’s compensation practice, current market data and several recommendations for FY12, which were approved by the EDESC. Related data is incorporated in the budget.

5) **Benefits Overview** – An overview of staff benefits was reviewed by the EDESC.

6) **Pension Plan Trustees** - The PPT provided the EDESC with a Mid-Year and Year-End Activity Report, and also included the EDESC in the distribution of agendas and minutes. During the fiscal year, the PPT conducted a review and analysis of its investments and investment strategy.

7) **Volunteer Evaluations** - The EDESC made significant revisions to the staff performance questionnaire, and conducted the annual review of Volunteer Evaluations of Staff. Results were reported to the BOG at its June meeting.

8) **Report on Human Resources Activities** - The EDESC reviewed a Mid-Year and Year-End Activity Report of Human Resources Activities.

9) **Committee Web Pages** – Web pages were launched for the EDESC and PPT.
A summary of FY11 activities are as follows:

1. **COGS Transition to COG** – The Committee restructured their By-Laws to address the change in their charge after the Board of Governors ("BOG") Retreat removing strategy from their name. The BOGs' role of having the sole responsibility for strategic planning was reaffirmed. The By-Laws were reviewed by the BOG in November 2010 and approved in April 2011. The Committee made revision to their operation guide stemming from the By-Law revisions. The Committee is currently working to refine the revisions made to the operation guide by updating the "Responsibilities and Functions" section to include outcome statements.

2. **Board Self-Assessment** – In October, the committee, with the assistance of Board Source, distributed a survey for a self-assessment of the BOG. The BOG (including elects) and the Senior Vice Presidents (including elects) were requested to participate. This survey became the basis for the generative discussion that took place in November 2010. During this discussion COG identified that their focus for the year would be on Board Composition and determining ways to address the knowledge gap that was perceived by the BOG.

3. **Analysis of Board Composition** – An analysis of the current composition of the BOG was conducted by COG. Over 25 organizations ranging from Private Boards, University boards and Non-Profit/Foundation boards were assessed as a benchmark for ASME. In reviewing board size, it was determined that ASME is in-line with best practice of 9-13 board members (further consideration is needed). Appendix I.

4. **Analysis of Knowledge Gaps** – The committee addressed how the BOG received information and how the board frames the discussion around that knowledge. It was concluded that there are many ways to gather knowledge and be exposed to different perspectives (i.e. Task Forces, ad hoc committees, consultants, etc.). It was recommended that all the techniques discussed should be recommended to the BOG as methods to bridge the knowledge gaps.

5. **Next Steps** – It has been recommended that the Committee review the current selection process for candidates to identify areas of improvement. It has also been recommended that they review diversity amongst the board. The Committee will also work with VOLT and the Nominating Committee to establish the key skills and attributes required of BOG members. It is anticipated that COG will suggest BOG “personas” for BOG consideration and a notional mix as well as a suggested range for the size of the BOG. Recommend nominating and recruiting process changes to effect these changes. Appendix II.
## Committee on Governance
### Boards at a Glance

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<thead>
<tr>
<th>Organization</th>
<th>Number of Members</th>
<th>Compensation to Board</th>
<th>Budget</th>
<th>Advisory Board</th>
<th>Average Age</th>
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</thead>
<tbody>
<tr>
<td>Google</td>
<td>9</td>
<td>200k</td>
<td>&gt; 1 billion</td>
<td>1 Staff Board</td>
<td>39</td>
</tr>
<tr>
<td>Pfizer</td>
<td>15</td>
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<td>&gt; 1 billion</td>
<td>5 Committees</td>
<td>65</td>
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<td>&gt; 1 billion</td>
<td>7 Committees</td>
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<td>MIT</td>
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<td>Penn State</td>
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<td>City Harvest</td>
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<td>Robin Hood Foundation</td>
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</tbody>
</table>

**Distributed June 3, 2011**
**ASME Board of Governors Personas**

March 15, 2011  (Updated from 3/16/11 COG Meeting)

**WHO ARE WE NOW?**

Current Board of Governors Characteristics

- **ENGINEERS** – overwhelming majority are ENGINEERS
  - Actually, most are also MECHANICAL ENGINEERS
- **Employment:**
  - **ACADEMIA** – nearly half are from ACADEMIA
    - Some are Deans and Department Heads in Engineering
    - Some Professors
  - **INDUSTRY** – nearly half are from INDUSTRY
    - Some senior executives
    - Some managers
  - Other – 1 government representative (regulatory)
- **Geographic** –
  - Vast majority are FROM THE US; all from North America
- **Demographics** –
  - Age – All are about 50 YEARS OLD or more
  - Gender – 60 – 70% are MALE
  - Vast majority are CAUCASIAN
- **ASME Experience Base** –
  - All have about 20 YEARS + ASME experience

Since PERSPECTIVE is based on EXPERIENCE  - this is a pretty narrow experience base so naturally the perspectives shared in the Board are similarly narrow.

This results in probably four Personas which define the current Board of Governors Membership:

1. **Industry Executive Persona**
   - Is Executive level in technically oriented, commercial business
   - Is ME
   - Is late mid or late career, probably (65%) Male
   - Is from US
   - Active in ASME 20+ years

**Distributed June 3, 2011**
2. Industry Manager/Representative Persona
   - Is Manager or Senior Engineer level in technically oriented, commercial business
   - Is ME
   - Is late mid or late career, probably (65%) Male
   - Is from US
   - Active in ASME 20+ years

3. Academic Persona
   - Might be Dean or Dept Head of ME Dept. Is or was active in Research or Teaching
   - Is ME
   - Is over late-mid or late career
   - Is from US
   - Active in ASME 20+ years

**WHO DO WE WANT TO BE?**
While we should keep some of the current personas and consider the mix, other Personas we should consider including on the Board of Governors are:

1. Government Persona
   - Is Executive level in appropriate Government entity, like DOE, DOD, DOI, OSTP or other.
   - Has advanced degrees in Science, Engineering, Finance or Business
   - Is over mid to late career
   - Is from US
   - Probably has little or no ASME involvement
   - EXAMPLES: Assistant Secretary level in DOE or other agency.
   - QUESTION: can they serve or are there policy restrictions?

2. Senior Industry Executive Persona
   - Is Senior Executive level in technically oriented, commercial business
   - May have advanced degrees in Science, Engineering, Finance or Business
   - Age unimportant, but has significant name recognition in his industry
   - Is a executive with a global perspective
   - Probably has little ASME involvement
3. International Persona
- Is Government, Academia or Industry Executive level in technically oriented pursuit.
- Is an engineer, but not necessarily a ME
- Is mid-career or later, probably from a diverse cultural perspective
- Probably is from outside of North America
- Likely some activities in ASME
- EXAMPLES: May be retired or late in their career so can spend time in the US. Could also be someone who in the normal course of business travels regularly to the US.

4. Fresh Perspective Persona
- Works at middle level in commercial business, probably technically oriented,
- Is keenly interested in the work of ASME
- Is mid-career
- May be from US or elsewhere
- Comes from diverse background
- May not have been active in ASME or other professional societies, but active in other volunteer organizations demonstrating appropriate interest and commitment.
- EXAMPLES:

5. Futurist Persona
- Typically engage in interdisciplinary and systems thinking on diverse global trends, plausible scenarios, emerging market opportunities and risk management
- Probably has degree, but may be unrelated to technology.
- Probably has little or no ASME involvement
- EXAMPLES: venture capitalist, journalism, media, economist,

PATH FORWARD

Definition of persona? Maybe change name to “Candidate” Perspective. To be considered.
Three issues to try to deal with before June turnover to next COG Committee:

1. Agree on suggested Board personas for Board consideration and notional mix.
2. Suggested range of the size of the Board (probably really At-Large number).
3. Recommended nominating and recruiting process changes to effect these changes.

Also should consider sending accompanying note on implications:

1. What are the process implications on Board processes of trying to engage these personas as a Governor?
2. How can technology help us engage these individuals more effectively?
ASME Board of Governors
Agenda Item
Cover Memo

Date Submitted: May 20, 2011
BOG Meeting Date: June 12, 2011

To: Board of Governors
From: Committee of Past Presidents
Presented by: Leila Persaud, Manager Honors & Fellow
Agenda Title: CY2010 Fellow Listing

Agenda Item Executive Summary: (Do not exceed the space provided)

The Committee of Past President (CPP) elects Members to the grade of Fellow. The Fellow grade is the highest elected grade of membership within ASME,

Attached for information is the listing of ASME Fellows elected in CY2010.

Proposed motion for BOG Action:

None

Attachment: Yes

**Distributed June 3, 2011**
**Distributed June 3, 2011**

**CY2010 Fellows**

Ozan Akkus, Ph.D.  
Forrest Ames, Ph.D., P.E.  
S. Massoud Amin, Sc.D.  
Nikolaos Aravas, Ph.D.  
Joseph T. Arcano, Jr., Ph.D.  
Kenneth R. Balkey, P.E.  
Rupak Kumar Banerjee, Ph.D., P.E.  
Nael Barakat, Ph.D., P.E.  
Hubert Paul Barringer, P.E.  
Pinhas Bar-Yoseph, D. Sc.  
Gregory H. Berry, P.E.  
Ali Beskok, Ph.D.  
Rebecca M. Brannon, Ph.D.  
Christopher E. Brennen, Ph.D.  
Michael V. Casey, Ph.D.  
Louis N. Cattafesta, Ph.D.  
Jingyi Chen  
Shu Chien, Ph.D.  
Peter R. Childs  
Y. Doreen Chin, Ph.D., P.E.  
Thomas F. Christian Jr., Ph.D.  
Robin N. Coger, Ph.D.  
Swaroop Darbha, Ph.D.  
Milton W. Davis, Jr. Ph.D.  
David R. Dowling, Ph.D.  
Wincny Y. Du, Ph.D  
Régis Y. Dufour, Ph.D.  
Pradip Dutta, Ph.D.  
Elsayed A. Elsayed  
Ali Erdemir, Ph.D.  
Frank M. Gerner, Ph.D.  
Evans C. Goodling, Jr., P.E.  
Michele J. Grimm, Ph.D.  
James B. Grotberg, Ph.D.  
Yuebin Guo, Ph.D.  
Juergen Haukohl, P.E.  
Mahantesh Hiremath, Ph.D., P.E.  
Bernard E. Hrubala  
George Q. Huang, Ph.D.  
James R. Hutton, P.E.  
Clark T. Hung, Ph.D.  
Clement Imbert, Ph.D.  
Kathy Jacobson  
Yan Jin, Ph.D.  
Jong Chull Jo, Ph.D.  
David P. Jones, Ph.D., P.E.  
Anette M. Karlsson, Ph.D.  
Tariq A. Khraishi, Ph.D.  
Hossam Kishawy, Ph.D.  
Austin Jon Kozman, Ph.D., P.E.  
Sundar Krishnamurty, Ph.D.  
Carlos Lasarte  
Andrea Lazzaretto, Ph. D.  
David E. Lee, Ph.D.  
Jinkook Lee, Ph.D.  
Donald J. Leo, Ph.D.  
Kemper Lewis, Ph.D.  
Chao-Hsin Lin, Ph.D., P.E.  
Frank K. Lu, Ph.D., P.E.  
Wei-Yang Lu, Ph.D.  
Bradley J. Nelson, Ph.D  
Ernian Pan, Ph.D.  
Zhijian Pei, Ph.D.  
Eric L. Petersen, Ph.D.  
Michael B. Prime, Ph.D., P.E.  
Karthik Ramani, Ph.D.  
Melur K. Ramasubramanian, Ph.D.  
George B. Rawls, P.E.  
Jovica R. Riznic, Ph.D., P.E.  
Jack C. Roberts, Ph.D.  
Jesse S. Ruan, Ph.D.  
Sutana Sarkar, Ph.D.  
Toshiyuki Sawa, Ph.D.  
Albert E. Segall, Ph.D.  
Tarunraj Singh, Ph.D.  
Brian Skeels  
Alexander A. Spector, Ph.D.  
Aldo Steinfeld, Ph.D.  
Jeffrey L. Streator, Ph.D.  
Douglas G. Talley, Ph.D.  
Choon Sooi Tan, Ph.D.  
Michael F. Sullivan  
Thomas Thundat, Ph.D.  
Deborah L. Thurston, Ph.D., P.E.  
Sandeep Tonapi, Ph.D.  
Peter W. Tse, Ph.D., P.E.  
Marjolein C. van der Meulen, Ph.D.  
David A. Vorp, Ph.D.  
Wallace Wade  
Daniel F. Walczyk, Ph.D., P.E.
<table>
<thead>
<tr>
<th>Name</th>
<th>Name</th>
<th>Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cahit Evrensel, Ph.D.</td>
<td>Kai H. Luo, Ph.D.</td>
<td>Bin Wei, Ph.D.</td>
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<tr>
<td>Ali Fatemi, Ph.D.</td>
<td>Hassan Mahfuz, Ph.D.</td>
<td>Robert C. Wetherhold, Ph.D.</td>
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<td>Brian F. Feeny, Ph.D.</td>
<td>Alan T. Male, Ph.D., P.E.</td>
<td>Abdolreza Zaltash, Ph.D.</td>
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<td>Mauro Ferrari, Ph.D.</td>
<td>Souran Manoochehri, Ph.D.</td>
<td>Joseph Zelina, Ph.D.</td>
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<td>William V. Fitzgerald</td>
<td>Yozo Mikata, Ph.D.</td>
<td>Bi Zhang, Ph.D.</td>
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<td>Ranjan Ganguli, Ph.D.</td>
<td>Habib P. Mohamadian, Ph.D., P.E.</td>
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<td>Navaratnam Sri Namachchivaya, Ph.D.</td>
<td>Weidong Zhu, Ph.D.</td>
</tr>
</tbody>
</table>

**Distributed June 3, 2011**
The Board of Governors delegates to the Committee on Honors (COH) the power to approve candidates for all Society Level Awards other than Honorary Member and ASME Medalist. The Honorary Member and ASME Medalist are considered by the BOG in Executive Session on June 12.

Attached for information is the listing of the COH approved awards for FY11.

Proposed motion for BOG Action:

None

Attachment: Yes
RECIPIENTS OF ASME HONORS AND AWARDS - 2011

Except as noted below, honors and awards will be bestowed at the International Mechanical Engineering Congress & Exposition in Denver, Colorado, November 11-17, 2011

Achievement Awards

BARNET-UZGIRIS PRODUCT SAFETY AWARD

Mr. John Vorderbrueggen
US Chemical Safety & Hazard Investigation Safety Board
2175 K Street NW, Suite 400
Washington, DC 20037-1848

For exceptional contributions to the advancement of accident investigation as a vehicle to make national improvements in industrial safety, and for efforts to expand the use of ASME codes and standards in government and private industry (2011 IDETC August 28 - 31, 2011, Washington, DC)

BERGLES-ROHSENOW YOUNG INVESTIGATOR AWARD IN HEAT TRANSFER

Professor Edmond Joseph Walsh, Member
University of Limerick
Stokes Institute, University of Limerick
ER3-007
Limerick
Ireland

For significant contributions to the field of heat transfer through outstanding research on electronics cooling, micro-fluidics for medical diagnostics, boundary layer transition and energy sustainability through experiments, equipment development and analyses

PER BRUEL GOLD MEDAL FOR NOISE CONTROL AND ACOUSTICS

Professor Mardi C. Hastings, Ph.D., P.E.
Member
Georgia Institute of Technology
George Woodruff School of Mechanical Engineering
801 Ferst Drive
Atlanta, GA 30332-0405

For research and international leadership in marine bioacoustics, particularly the increased understanding of effects of underwater noise on marine life and for research efforts leading to the mitigation of anthropogenic sound in the ocean

EDWIN F. CHURCH MEDAL

Professor Ramesh K. Agarwal, Ph.D., Fellow
1 Clayton Terrace
St Louis, MO 63131

For meritorious service and wide-ranging contributions to mechanical engineering education through professional society activities, professional development and continuing education programs, participation in state and federal agency programs, development of cyber-enabled instruction and design curricula, introduction of service learning and sustainability in the curriculum, and numerous lectures and seminars

DANIEL C. DRUCKER MEDAL

Professor John W. Rudnicki, Ph.D., Fellow
Northwestern University
Department of Civil Engineering
2145 Sheridan Road
Evanston, IL 60208-0834

For providing a new fundamental understanding of deformation instabilities in brittle rocks and granular media, including their interactions with pore fluids, with applications to fault instability, quantification of energy radiation from earthquakes, and environment- and resource-related geomechanics (Applied Mechanics Dinner November 11-17, 2011, Denver, CO)
WILLIAM T. ENNOR AWARD

Professor S.V. Sreenivasan, Member
Department of Mechanical Engineering
The University of Texas at Austin T
Austin, TX 78758-3605

For leading the development of practical low-cost nanolithography machines and processes, manufacturing innovations that are enabling applications in areas such as magnetic and solid-state storage, high-brightness light-emitting diodes and targeted drug delivery.

FLUIDS ENGINEERING AWARD

Professor John F. Foss, Ph.D., Fellow
2353 Sapphire Lane
East Lansing, MI 48823-7263

For the sustained advancement of flow measurement/diagnostic methods and fluid mechanics-based inventions and applications in the automotive and aerospace fields, underpinned by fundamental research in shear flows and co-authored textbook and handbook publications (ASME-JSME-KSME Joint Fluids Engineering Conference 2011 (AJK2011-FED) Hamamatsu, Japan July 24-29, 2011).

Y.C. FUNG YOUNG INVESTIGATOR AWARD

Ali Khademhosseini, Ph.D., Member
Assistant Professor
Harvard/Massachusetts Institute of Technology
Division of Health Sciences & Technology
65 Landsdowne Street
Cambridge, MA 02139

For leadership in the field of biomaterials and tissue engineering, including significant contributions in the application of engineered biomaterials to micro and nano-technology for biomedical and biological applications (2011 Summer Bioengineering Conference, Nemacolin Woodlands Resort, Farmington, Pennsylvania June 22-26, 2011).

MELVIN R. GREEN CODES AND STANDARDS MEDAL

Mr. Thomas P. Pastor, P.E., Fellow
Vice President
205 Garth Road
Manchester, CT 06040-5645

For extraordinary leadership and tireless efforts in the development of market relevant standards products, the implementation of effective organizational and process enhancements, and in advancing the acceptance of ASME codes and standards and conformity assessment programs worldwide.

J.P. DEN HARTOG AWARD

Professor Chieh-Su Hsu, Fellow
10501 Glenview Avenue
Cupertino, CA 95014-4512


**Distributed June 3, 2011**
HEAT TRANSFER MEMORIAL AWARD

ART
Professor Bengt A. Sunden, Ph.D., P.E., Fellow
Lund University
Division of Heat Transfer
Department of Energy Sciences, LTH
P.O. Box 118
SE-221 00 Lund
Sweden

For contributions to the understanding of mechanisms of the heat and momentum transport in complex geometries, enhancement of heat transfer, improvement and development of computational methods, and development of computational fluid dynamics and computer codes for heat exchangers (Heat Transfer Lunch or Dinner November 11-17, 201, Denver, CO)

SCIENCE
Professor Sumanta Acharya, Fellow
Director, Thermal Transport Program
National Science Foundation
Division of Chemical Bioengineering
Environmental & Transport Systems
4201 Wilson Boulevard
Arlington, VA 22230

For seminal and long-lasting research contributions in gas turbine heat transfer and combustion, natural and mixed convection, and computational methods, enabling improved design of gas turbine engines, enhanced capability of computational fluid dynamics software and a better understanding of complex transport phenomena (Heat Transfer Lunch or Dinner November 11-17, 201, Denver, CO)

MAYO D. HERSEY AWARD

Professor Farshid Sadeghi, Ph.D., Fellow
Purdue University
School of Mechanical Engineering
585 Purdue Mall
West Lafayette, IN 47907-2088

For significant contributions to the advancement of the field of tribology through research, teaching and mentoring of undergraduate and graduate students at Purdue University; and for advancing the knowledge of lubrication and fatigue of heavily loaded contacts, lubrication and torque transmission in wet clutches and micro-electronic sensor development for tribological applications (International Joint Tribology Conference held Marriott Los Angeles Downtown Hotel Los Angeles, California, October 23-26, 2011)

PATRICK J. HIGGINS MEDAL

Ms. Sally A. Remedios, Member
909 South Harbour Drive
Noblesville, IN 46062

For extraordinary perseverance in the development of consensus based standards for the plumbing industry, enthusiastic leadership in the harmonization of standards between the United States and Canada, and outstanding work toward encouraging the standardization of water efficient devices (A112 Meeting July 11, 2011, Chicago, IL)

SOICHIRO HONDA MEDAL

Mr. John J. Mooney
85 Colgate Avenue
Wyckoff, WI 07481

For the invention, development and commercialization of the three-way catalytic converter used on all gasoline fueled automobiles and light-duty trucks in North America, Europe, Japan and other industrialized countries

**Distributed June 3, 2011**
INTERNAL COMBUSTION ENGINE AWARD

Professor Rolf D. Reitz, Ph.D., Fellow  
University of Wisconsin  
1500 Engineering Drive  
Madison, WI 53706-1609

For long-term contributions to the physics of liquid fuel spray atomization, injections 3-D numerical modeling of combustion, and combustion system optimization; for demonstrating that multiple injectors reduce emissions in diesel engines; and for the discovery of the reactivity controlled compression ignition (Internal Combustion Engine Fall 2011 Technical Conference West Virginia)

WARNER T. KOITER MEDAL

James G. Simmonds, Ph.D., Fellow  
2116 Morris Road  
Charlottesville, VA 22903-1723

For seminal contributions to linear and nonlinear theories in solid mechanics, with special emphasis on plates and shells; and for an extensive body of journal publications and books on solid mechanics and applied mathematics (Koiter Lecture Denver, CO, November 11-17, 2011)

ROBERT E. KOSKI MEDAL

Professor Richard Thomas Burton, Fellow  
Department of Mechanical Engineering  
University of Saskatchewan  
57 Campus Drive  
Saskatoon, Canada S7N-5A9

For pioneering contributions to the advancement of the art and practice of fluid power motion and control through education, innovation, and leadership roles in ASME’s Fluid Power Systems and Technology Division and as an initiator of Fluid Power Net International (2011 ASME Dynamic Systems and Control Conference and Bath/ASME Symposium on Fluid Power and Motion Control October 31, 2011 – November 2, 2011 Arlington, VA)

ASME ALLAN KRAUS THERMAL MANAGEMENT MEDAL

Mr. Robert E. Simons  
16 Shamrock Circle  
Poughkeepsie, NY 12603-2021

For innovative and pioneering work in the development of cooling techniques for application to electronic computer packages and systems; and for the promotion and dissemination of knowledge to advance the understanding and appreciation of the role of thermal management in the design of electronic packages and systems (EPPD Wine & Cheese Reception November 11-17, 2011, Denver, CO)

FRANK KREITH ENERGY AWARD

Professor Ann Marie Sastry, Ph.D., Fellow  
University of Michigan  
Department of Mechanical Engineering & Applied Mechanics  
2350 Hayward Street  
250 GG Brown Building  
Ann Arbor, MI 48109

For significant contributions to a globally sustainable and secure energy future through research and development, education and engineering application

**Distributed June 3, 2011**
BERNARD F. LANGER NUCLEAR CODES AND STANDARDS AWARD

Mr. Wilfred C. LaRochelle, Member
Principle Nuclear Consultant
The Hartford Steam Boiler Inspection
And Insurance Company of Connecticut
One State Street
Hartford, CT 06141-0299

For tireless leadership and dedicated service in promoting the acceptance of ASME codes and standards around the world (Code Week, May 13-17, 2011 in Las Vegas, Nevada)

GUSTUS L. LARSON MEMORIAL AWARD

Professor Arvind Raman
Purdue University
School of Mechanical Engineering
585 Purdue Mall
West Lafayette, IN 47907-2088

For outstanding achievements in mechanical engineering within 10 to 20 years following graduation

H.R. LISSNER MEDAL

Professor Jay D. Humphrey, Ph.D., Fellow
Yale University
Biomedical Engineering Department
55 Prospect Street
New Haven, CT 06520

For superior achievements in the field of biomechanics, including journal articles, undergraduate and graduate textbooks, and scholarly lectures that have influenced education and the direction of researchers around the world (2011 Summer Bioengineering Conference, Nemacolin Woodlands Resort June 22-26, 2011 Farmington, Pennsylvania)

CHARLES T. MAIN STUDENT SECTION AWARD

GOLD
Ms. Danielle Jacobson, Member
3323 Spring Garden Street
Philadelphia, PA 19104

For outstanding contributions as chair of the ASME Student Section at Drexel University, including tireless efforts to recruit new members and encourage involvement on a national level; and for active service within the campus community for three years

SILVER
Mr. Kenneth W. Schnautz, Member
11450 Northridge Drive
Evansville, IN 47720

For long-term leadership in bringing the University of Southern Indiana’s ASME Student Section from a dormant section to a thriving organization; and for significantly impacting the region through efforts including the creation of a robotics competition that hosts more than 100 middle and high school students each year

MCDONALD MENTORING AWARD

Robert Charles Birkmyre, UK IMechE
Martins Hatch
Rugby Road
Weston-under-Whetherley
Leamington Spa
Warwickshire, CV33 9BW, England
United Kingdom

For exemplary contributions in supporting the professional development of young engineers, particularly mentoring activities that have helped a large number of graduates achieve registration as chartered engineers

**Distributed June 3, 2011**
**VAN C. MOW MEDAL**

David Alan Vorp, Ph.D., Fellow  
Professor of Surgery and Bioengineering  
122 Radcliff Drive  
Pittsburgh, PA  15237

For pioneering contributions in the application of biomechanics to the cardiovascular systems, particularly the understanding of abdominal aortic aneurysms; and for leadership within the national and international bioengineering community.  
*(2011 Summer Bioengineering Conference, Nemacolin Woodlands Resort June 22-26, 2011 Farmington, Pennsylvania)*

**NADAI MEDAL**

Professor Subra Suresh, Ph.D., Fellow  
Massachusetts Institute of Technology  
Materials Science & Engineering  
Room 8-309  
77 Massachusetts Avenue  
Cambridge, MA 02139

For pioneering contributions to the field of fracture and fatigue of engineering materials spanning a wide range of length scales; and for visionary leadership in promoting research and education in the field  
*(Materials Division Luncheon November 11-17, 2011, Denver, CO)*

**BURT L. NEWKIRK AWARD**

Associate Professor Robert L. Jackson, Ph.D., Member  
Department of Mechanical Engineering  
Auburn University  
270 Ross Hall  
Auburn, AL  36849-5341

For significant contributions to theoretical and experimental research in the field of tribology as evidenced by 40 refereed journal publications and numerous citations  
*(International Joint Tribology Conference held Marriott Los Angeles Downtown Hotel Los Angeles, California, October 23-26, 2011)*

**RUFUS OLDENBURGER MEDAL**

Professor Haruhiko H. Asada, Ph.D., Fellow  
Massachusetts Institute of Technology  
Department of Mechanical Engineering  
Room 3-346  
77 Massachusetts Avenue  
Cambridge, MA 02139-4301

For pioneering contributions to robotics and biomedical engineering, particularly the development of direct-drive arms, flexible fixturing and wearable health monitoring systems, which have influenced engineers and practitioners worldwide  
*(2011 Dynamic Systems & Control Conference (DSCC) October 31- November 2, 2011)*
OLD GUARD EARLY CAREER AWARD

WINNER
Ms. Julie A. Kulik, Member
201 Westbrook Drive
West Chester, PA 19382-562

For inspiring talented students to create innovative solutions to complex problems as a FIRST Robotics Competition mentor; for founding ASME’s Philadelphia Young Engineers, which encourages aspiring engineers to return to ASME through networking; and for service to ASME through numerous local and national positions

RUNNER-UP
Mr. Eduardo J. Barrientos, Member
817 Old Boalsburg Road
State College, PA 16801-6142

For outstanding service and dedication during seven years of membership in ASME, including advocating for students and early career members globally, and serving as an inspiration through leadership and example

PERFORMANCE TEST CODES MEDAL

Mr. W. Cary Campbell, P.E, Member
Principal Engineer
Southern Company Services
42 Inverness Center Parkway
Bin B418
Birmingham, AL 35242

For leadership and success in maintaining the ASME Performance Test Codes philosophy to provide the most accurate results reasonably achievable, and for prolific contributions in power plant performance engineering that have made the Southern Company a recognized leader in the field

PI TAU SIGMA GOLD MEDAL

Professor David Saintillan, Member
University of Illinois at Urbana-Champaign
Department of Mechanical Science and Engineering
Mail Code 244
1206 West Green Street
Urbana, IL 61801

For outstanding achievements in mechanical engineering within 10 years of graduation

JAMES HARRY POTTER GOLD MEDAL

Professor Mohamad Metghalchi, SCD, Fellow
Northeastern University
Department of Mechanical & Industrial Engineering
#334SN
360 Huntington Avenue
Boston, MA 02115

For pioneering the application of thermodynamics beyond its classical and traditional use by calculating flame speed of burning mixtures of fuel, air and diluents; and for motivating other researchers in the field of thermodynamics by expanding the research areas and funding opportunities

**Distributed June 3, 2011**
S.Y. ZAMRIK PRESSURE VESSELS AND PIPING MEDAL
William T. Springer, Ph.D., P.E., Fellow
Associate Professor, Mechanical Engineering
2132 Victoria Lane
Fayetteville, AR 72701-2759

For significant contributions in the nondestructive evaluation (NDE) arena, including supporting ASME’s Pressure Vessels and Piping (PVP) Division through the development of joint NDE sessions at PVP conferences; developing, chairing and/or co-chairing numerous technical sessions; and authoring papers, editing conference proceedings and reviewing journal papers (2011 Baltimore Marriott Waterfront Hotel, Baltimore, MD, July 18-22)

DIXY LEE RAY AWARD
Admiral Thad William Allen
1629 Pine Street
New Orleans, LA 70118

For a lifetime of high-impact and distinguished accomplishments in environmental protection, including the outstanding management of the Deepwater Horizon oil spill in the Gulf of Mexico

CHARLES RUSS RICHARDS MEMORIAL AWARD
Professor Huajian Gao, Ph.D., Fellow
Brown University
School of Engineering
610 Barus and Holley
182 Hope Street
Providence, RI 02912-0001

For outstanding achievements in mechanical engineering for 20 years or more following graduation

RALPH COATS ROE MEDAL
Ioannis N. Miaoulis, Ph.D., Member
President and Director
Museum of Science
1 Science Park
Boston, MA 02114

For seminal contributions to, and leadership on, numerous governmental advisory panels, institutions of higher education, and professional and civic organizations devoted to enhancing the knowledge of engineering and technology for people of all ages and to inspire the next generation of engineers, inventors and scientists, thereby providing greater understanding and appreciation of the engineer’s worth to society

SAFETY CODES AND STANDARDS MEDAL
Mr. Daniel N. Wolff, P.E., Member
10021 N 143rd Street
Waverly, NE 68462-1508

For more than 25 years of service on the B30 Standards Committee, providing technical expertise on committee and subcommittee activities; and for leadership contributions as chair of B30.22, including initiating a complete rewrite of the volume to reflect the needs of the industry (B30 Meeting Tuscany Suites Hotel May 17, 2011, Las Vegas, Nevada)

**Distributed June 3, 2011**
R. TOM SAWYER AWARD

Professor Dilip R. Ballal, Fellow
Hans von Ohain Distinguished Professor
Department of Mechanical & Aerospace Engineering
University of Dayton
Mail Stop KL-503
Dayton, OH 45469-0140

For pioneering combustion and fuels research that has advanced the design and development of gas turbine combustors and fuels; and for enthusiastic efforts in advancing and promoting the International Gas Turbine Institute (2011 ASME International Turbo Expo: Power for Land, Sea and Air at the Vancouver Convention & Exhibition Centre, June 6-10, 2011 Vancouver, BC, Canada)

MILTON C. SHAW MANUFACTURING RESEARCH MEDAL

Tetsutaro Hoshi, Ph.D., Member
Director
Hoshi Technical Research
2-13-13 Fujimidai,
Toyohashi 441-8135
Japan

For major contributions to the understanding of fracture mechanics of carbide tools in milling operation, machining vibration analysis, and the transformation of machining science to production floors with computer-aided manufacturing and software assisted knowledge-base systems integrated to machine tools (Awards Banquet, Wednesday, June 15, 2011 during the ASME 2011 International Manufacturing Science and Engineering Conference (MSEC) June 13-17, 2011, at the Oregon State University in Corvallis, Oregon)

RUTH AND JOEL SPIRA OUTSTANDING DESIGN EDUCATOR AWARD

Professor Farrokh Mistree, Ph.D., Fellow
School of Aerospace & Mechanical Engineering
University of Oklahoma
865 Asp Avenue
Felgar Hall 212
Norman, OK 73019-1022

For lifelong dedication and numerous contributions to the engineering design community, particularly for instilling a passion for design in generations of students as an inspirational advisor and mentor (ASME International Design Engineering Technical Conference & Computers (IDETC) August 28 - 31, 2011, Washington, DC)

SPIRIT OF ST. LOUIS MEDAL

Mr. Abraham E. Karem
President
Karem Aircraft, Inc.
One capital Drive
Lake Forest, CA 92630

For a lifetime of innovative aircraft design and development, including extraordinarily long-endurance unmanned aerial vehicles and the first helicopter to successfully use a variable-speed rotor

STUDENT SECTION ADVISOR AWARD

Professor Jay M. Samuel, Ph.D., Member
University of Wisconsin
Mechanical Engineering Department
1513 University Avenue
Madison, WI 53706-1539

For outstanding service as Student Section advisor of the ASME Student Section at the University of Wisconsin-Madison for 18 years, mentoring innumerable students and fostering leadership and professionalism

**Distributed June 3, 2011**
J. HALL TAYLOR MEDAL

Mr. Mahendra D. Rana, P.E., Fellow
Praxair, Inc.
175 E Park Drive
Tonawanda, NY 14151-0044

For professionalism and leadership in consensus building for codes and standards for pressure equipment; and for technical excellence in the investigation, understanding and advancement of codes and standards for pressure vessel technology

ROBERT HENRY THURSTON LECTURE AWARD

Professor Francis C. Moon Jr., Ph.D., Fellow
Cornell University
Department of Mechanical Engineering
Sibley School of Mechanical and Aerospace Engineering
204 Upson Hall
Ithaca, NY 14853

For outstanding contributions to linear and nonlinear dynamics of mechanical systems, magneto-solid mechanics, chaos theory and applications to mechanics, and the history of kinematics of machines (Thurston Lecture November 11-17, 2011, Denver, CO)

TIMOSHENKO MEDAL

Professor Alan Needleman, Ph.D., Fellow
1910 Emerson Lane
Denton, TX 76209

For seminal contributions to the understanding of inelastic deformation and failure of materials (Applied Mechanics Dinner Denver, CO November 11-17, 2011)

FRANK VON FLUE MEDAL

General Motors Corporation
30001Van Dyke Avenue
Mail Code 480-210-101
Warren, MI  48090

GM Technical Education Program (Warren, Mich.), for offering high priority graduate level courses from top ranked universities to grow critical employee skills and strengthen GM’s engineering capabilities in support of business objectives

GEORGE WESTINGHOUSE GOLD MEDAL

GOLD
Professor Nicholas Syred
University of Cardiff
Faculty of Engineering
Department of Mechanical Engineering
Queens Buildings, The Parade
Cardiff
United Kingdom

For innovative research that has contributed to the understanding and application of swirl flows for cleaner combustion using fossil fuels; and for the novel development of heat exchangers, fluidic devices, hot gas cleaning and cyclones

SILVER
Margaret S. Wooldridge, Ph.D., Fellow
Arthur F. Thurnau Professor
University of Michigan
Department of Mechanical and Aerospace Engineering
2350 Hayward Street
Ann Arbor, MI  48109-2125

For contributions as an international leader on the chemistry of alternative and traditional fossil fuels and methods to improve performance and efficiency of combustion systems; and for developing new curricula on methods to advance stationary and mobile power

**Distributed June 3, 2011**
HENRY R. WORTHINGTON MEDAL

Donald P. Sloteman, Member
Curtiss-Wright Corporation (EPD)
222 Cameron Drive
Suite 200
Phillipsburg, NJ 08865-2741

For pioneering contributions in the experimental development and application of advanced hydraulic designs for the whole specific speed range of rotodynamic pumps and inducers, including the elimination of cavitation damage and performance instabilities.

LITERATURE AWARDS

BLACKALL MACHINE TOOL & GAGE AWARD

Professor Burak O. Ozdoganlar, Ph.D., Member
Carnegie Mellon University
Mechanical Engineering Department
312 Scaife Hall
5000 Forbes Avenue
Pittsburgh, PA 15143

Professor Sinan Filiz
Bilkent University
EA110 Mechanical Engineering Building
Bilkent
Ankara 06800 Turkey


GAS TURBINE AWARD

Professor Budimir Rosic, Member
Oxford University
Department of Engineering Science
Parks Road
Oxford OX1 3PJ
United Kingdom

Professor Eric M. Curtis
Senior Research Associate
University of Cambridge
Department of Engineering
Whittle Laboratory
Madingley Road
Cambridge CB3ODY
United Kingdom

Professor John Douglas Denton
Retired Professor
Riddings, West Burton
Leyburn
North Yorkshire, DL84LG
United Kingdom

Professor John P. Longley
University of Cambridge
Department of Engineering
1 J.J. Thomson Avenue
Madingley Road
Cambridge CB3 ODY United Kingdom


**Distributed June 3, 2011**
**PRIME MOVERS AWARD**

Mr. William H. Kirkenir, Member
Lead Engineer
Progress Energy
100 East Davies Street
Raleigh, NC 27601

Mr. David Earley
President
Combustion Technology Corporation
102 Salem Towne Court
Apex, NC 27502


**ARTHUR L. WILLISTON MEDAL**

WINNER
Mr. Prabal Goyal, Member
Indiana Institute of Technology, Delhi
C-19, Jwalamukhi Hostel
Hauz Khas, New Delhi 110 016
India

For the paper titled “Refreshable Braille Display for Teaching Geometry to Visually Challenged”

SECOND
Mr. Nathaniel D. Taylor, Member
1395 Williams Grove Road
Mechanicsburg, PA 17055-9719

For the paper titled “Mechanical Water Softener”

THIRD
Mr. Jericho Paolo O. Rivera, Member
Unit 2C, Comet's Loop
Blue Ridge B
Quezon City
Philippines


**Distributed June 3, 2011**
### June 2011
#### PROPOSED APPOINTMENTS TO ASME UNIT

<table>
<thead>
<tr>
<th>Internal Unit</th>
<th>Nominee</th>
<th>Appointment Position/Title</th>
<th>Appointment Term/Category</th>
<th>Initial Appointment</th>
<th>History</th>
</tr>
</thead>
<tbody>
<tr>
<td>Council on Standards and Certification</td>
<td>David Terao</td>
<td>Member-at-Large</td>
<td>6/2011 to 6/2014</td>
<td>N/A</td>
<td>Working Group on Pressure Testing Member</td>
</tr>
<tr>
<td>Council on Standards and Certification</td>
<td>Bernard Hrubula</td>
<td>Member-at-Large</td>
<td>6/2011 to 6/2013</td>
<td>N/A</td>
<td>Current SVP for S&amp;C</td>
</tr>
<tr>
<td>Council on Standards and Certification</td>
<td>Mohinder L. Nayar</td>
<td>Member-at-Large</td>
<td>6/2011 to 6/2014</td>
<td>N/A</td>
<td>Vice Chair Board on Pressure Technology</td>
</tr>
<tr>
<td>Pension Plan Trustees</td>
<td>Harry Armen</td>
<td>Member</td>
<td>7/1/11 to 6/30/2014</td>
<td>7/1/06 to 6/30/2011</td>
<td>Current Pension Plan Trustee Member</td>
</tr>
<tr>
<td>Committee on Organization and Rules</td>
<td>Larry Luna</td>
<td>Member</td>
<td>7/1/11 to 6/30/2014</td>
<td>2/19/2009 to 6/30/2011</td>
<td>Current COR Member</td>
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**Distributed May 31, 2011**

**Distributed June 3, 2011**
<table>
<thead>
<tr>
<th>External Unit</th>
<th>Nominee</th>
<th>Appointment Position/Title</th>
<th>Appointment Term/Category</th>
<th>Initial Appointment</th>
<th>History</th>
</tr>
</thead>
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<tr>
<td>NCEES Examinations Professional Engineers Committee</td>
<td>M. Devdas Pai</td>
<td>Representative</td>
<td>1/2012 to 12/2014</td>
<td>1/2009 to 12/2011</td>
<td>Current Representative to NCEES</td>
</tr>
<tr>
<td>ASME Representative to NCEES</td>
<td>R. Gerry Miller</td>
<td>Representative</td>
<td>1/2012 to 12/2014</td>
<td>1/2009 to 12/2011</td>
<td>Current Representative to NCEES</td>
</tr>
<tr>
<td>Accreditation Board for Engineering and Technology</td>
<td>Christine Corum</td>
<td>Representative</td>
<td>10/2011 to 10/2014</td>
<td>N/A</td>
<td>Current SVP for S&amp;C</td>
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</table>
Date Submitted: May 26, 2011
BOG Meeting Date: June 12, 2011

To: Board of Governors
From: ASME Foundation
Presented by: Matt Schatzle
Agenda Title: Revisions to Policy P-2.7 Solicitation of Funds

Agenda Item Executive Summary: *(Do not exceed the space provided)*

Rewrite by General Counsel and Corporate Counsel of Policy P-2.7 to follow current ASME practice.

Proposed motion for BOG Action: *(if appropriate)*

Approve changes as shown.

Attachments:

Revisions of P-2.7 and current version of P-2.7.
SOCIETY POLICY

SOLICITATION OF FUNDS

I. PREFACE

Contributions from individuals, companies, and other nonprofit organizations help support a number of Society programs. An important source of this funding is The ASME Foundation, Inc. (the “Foundation”), a separate nonprofit organization whose mission, through fundraising and philanthropy, is to proactively support and encourage the mission and vision of the Society to advance the future of engineering for the benefit of society.

The purpose of this Policy is to foster the conduct of the Society’s fundraising activities in a manner that promotes the best interests of the Society.

II. POLICY

A. Each solicitation of a single gift to the Society larger than $5000 from an individual, a company, or another nonprofit organization (including gifts to support projects involving the Society and other organizations) must be approved in advance by the Executive Director of the Society (or a Society staff officer designated by the Executive Director for this purpose). The Executive Director or his or her designee could either reject or approve the proposed solicitation or refer the proposal to the Foundation for its independent action.

B. The purpose of this Policy will be best served if the $5000 threshold is interpreted broadly. Accordingly, it is the policy of the Society that members and employees of the Society honor both the letter and the spirit of the $5000 threshold. By way of example and not by way of limitation, a series of related solicitations of one individual, company or nonprofit organization or, or a series of solicitations of multiple individuals, companies or nonprofit organizations, should be treated as the solicitation of a single gift (for purposes of the $5000 threshold) if the solicitation pertains to the same project or activity or a group of related projects or activities.

Responsibility: Committee on Finance and Investment

Adopted: June 14, 1985

Reaffirmed: August 6, 1995

Revised: (editorial changes 8/88)
          (editorial changes 9/89)
          (editorial changes 8/95)
          (responsibility reassigned 11/98)
          (editorial change 9/03)
          (editorial 6/1/05)

**Distributed June 3, 2011**
SOCIETY POLICY

SOLICITATION OF FUNDS

I. PREFACE

Society By-Law B4.4.4 states, "No gifts or bequests to the Society shall be accepted until they have been approved by the Board of Governors. Upon receipt, such gifts shall be invested and either the capital and/or the income shall be used for the specific purpose for which the gift was designated."

II. PURPOSE

A. To provide for the coordination of fundraising activities.

B. To prevent excessive solicitation of funds from any one source.

III. POLICY

All major fundraising approaches to companies and foundations and other potential donors for support of ASME projects (including projects involving ASME and other entities) must be coordinated through and approved by the Executive Director's office.

IV. DEFINITION AND SCOPE

A. Major fundraising efforts of the Society fund activities that do not fall within the normal programs and budgets of the Society.

B. Smaller projects which do not extend beyond the unit making the solicitation do not have to be coordinated through and approved by the Executive Director's office. For sections and student sections these might be appeals for support of specific activities (meetings, science fairs, etc) or regional projects that are restricted in scope and implication to the particular geographic area where the appeal is being made to local companies or to branches of a larger company. For technical divisions and technical subdivisions these might be defined by the total amount of the funds being sought. It is the responsibility of each sector to determine the maximum dollar level of exempt solicitations and to inform its constituency of that level.

V. PROCEDURE

A. Project descriptions and fundraising plans must have the voted approval and endorsement of the appropriate committee, board and sector before they are sent to the Executive Director's office. If the project involves more than one sector, board, or committee, then all units concerned must approve the project description and fundraising plan. An example of such a project is one initiated by a technical division, but requiring local fundraising.
B. Requests for approval must be sent by the sectors to the Executive Director, who shall respond within three weeks on whether they have or have not been approved. The Executive Director shall refer those requests to the Board of Governors which, in his judgment, he believes warrant Board action. A written explanation shall be provided with each rejection of a request or referral to the Board.

1. Student sections are to submit requests to the vice president for Global Communities; sections, subsections and local groups are to submit requests to the appropriate vice president; operating boards and committees are to submit requests to the appropriate vice president and the Chair of the Knowledge and Community Board of Directors.

2. Technical divisions and technical subdivisions are to submit requests to the vice president of the appropriate technical group operating board.

3. All boards and committees which are not responsible to a vice president (for example, one reporting directly to a sector) are to submit requests to the senior vice president (of the appropriate sector).

C. Each proposal must include a description of the proposed project and a detailed fundraising plan. Each project should be self-sufficient and no expenses should be obligated until it is clear that enough money is available to pay all expenses. If enough money is not obtained, the project should be canceled, unless the technical division or section or other unit of ASME has resources of its own which can be used to cover the deficit.

D. The project description must include the following:

1. Title of project
2. Responsible committee, board, or sector
3. Responsible staff member
4. Scope of the project
   a. Goals of the Society to be served
   b. Specific objective(s) of the project
   c. Plan for carrying out the project
   d. Budget for carrying out the project
   e. Date of beginning and completion
   f. Reporting procedure
E. The fundraising plan must include:

1. Timetable
2. Preliminary list of potential donors
3. Explanation of why those particular potential donors are being solicited
4. Sample letter to be sent to the potential donors
5. Sample thank you letter

F. Informational copies of the project description and fundraising plans must be sent to the chairs of non-involved councils and other managing directors after the project is approved.

G. All units are to keep records on both exempt and approved fundraising efforts and to report annually through their appropriate sector to the Executive Director identifying solicitation purposes, dollar levels and organizations providing support. The results of fundraising should be included in section and technical division financial reports, and this requirement should be detailed in the section Treasurer's Guide and similar operating guides for the technical divisions.

Responsibility: Committee on Finance and Investment

Adopted: June 14, 1985
Reaffirmed: August 6, 1995
Revised: (editorial changes 8/88) (editorial changes 9/89) (editorial changes 8/95) (responsibility reassigned 11/98) (editorial change 9/03) (editorial 6/1/05)
ASME Board of Governors
Agenda Item
Cover Memo

Date Submitted: May 17, 2011
BOG Meeting Date: June 12, 2011

To: Board of Governors
From: Events Committee
Presented by: John Delli Venerri
Agenda Title: Revisions to P-12.1

Agenda Item Executive Summary:

Attached please find revisions to P-12.1 as requested by the Sector Management Committee on May 24, 2011. These changes have been approved by Legal and are pending review by COFI.

Proposed motion for BOG Action: (if appropriate)

Approve changes recommended by SMC.

Attachments:

**Distributed June 3, 2011**
SOCIETY POLICY

BUSINESS PRACTICES OF CONFERENCES AND EVENTS

I. DEFINITIONS FOR THIS SOCIETY POLICY

A. The term "Event" shall mean a Society Unit’s meetings primarily focused on exchanging technical information, such as technical conferences or seminars, technical workshops and/or expositions, conducted at a site or electronically, and operated from or with a custodian fund. The Event Chair has the financial responsibility for the Event.

B. The term “Society Unit” shall mean chartered business units of the Society including Sector Boards on Technical Communities, Technical Divisions, Institutes, and their subunits.

C. The term "Event Agreement" shall mean a contract relating to an Event.

D. The term “SMC” shall mean the Sector Management Committee of ASME.

E. The term “EC” shall mean the Events Committee.

II. PREFACE

A. Article C2.1.1 states in part, "The purposes of this Society are to: Promote the art, science and practice of mechanical and multidisciplinary engineering and allied sciences...."

B. By-Law B2.1 states in part, "To promote the art, science and practice of mechanical and multidisciplinary engineering and allied sciences to diverse communities throughout the world the Society shall:...Encourage the preparation of original papers on engineering topics. Hold meetings for the presentation and discussion of original papers and participate in international engineering congresses....."

C. Article C6.1.1 states, "Society-Wide Meetings of the Society shall be held at such time and place as the Board of Governors shall designate."

D. Article C6.1.2 states, "General Meetings of the Society which are primarily for the presentation and discussion of technical papers shall be under the direction of the Board of Directors of one or more of the sectors as appropriate."
E. By-Law B4.4.8 states, "Any contract or other obligation to pay money in the work of the Society shall be valid only when signed by the Executive Director, the Assistant Treasurer or, the Second Assistant Treasurer."

F. Article C5.1.1 states, "The Society membership may be divided into smaller units for administrative and technical activities."

G. Article C5.1.2 states, "The provisions of the Constitution and By-Laws and Society Policies established by the Board of Governors of the Society shall govern the procedure of all units of the Society but no action or obligation of such units shall be considered an action or obligation of the Society as a whole."

H. By-Law B5.1.3 states, "The primary role of volunteer members of boards and committees will be to determine policies, develop programs, conduct studies, prepare reports, and advise the sector to which that board or committee reports on matters pertaining to specific assignments."

I. By-Law B5.1.4 states, "The primary role of staff assigned to boards and committees is to implement actions that are required to meet the objectives of the board or committee on a continuing basis. Working under broad lines of policy established by the board or committee, the staff will initiate programs, actively engage in the work, and make operating decisions necessary to carry forward the programs in a dynamic and efficient manner."

J. By-Law B4.4.1 states, "All funds received shall be directed to the office of the Assistant Treasurer for proper recording and deposit in authorized bank accounts."

K. Events of the Society are held to provide an appropriate forum for the exchange of technical information - both in person and through electronic means. The Conferences normally consist of formal presentations, panel sessions, technical paper sessions, and poster sessions, as well as other types of group discussions, and sometimes include related committee administrative functions. Expositions are an addition to a conference for the purpose of enhancing technology transfer.

III. PURPOSE

A. To state the ASME policy for all Events operated from or with a custodian fund.

B. To provide the legal, administrative and financial guidelines and procedures to be followed for Events.

IV. POLICY

A. The policy of ASME is to encourage efforts of its Society Units and their cooperation with other recognized, technical organizations in events of interest to ASME members that serve to promote the art, science, and practice of mechanical and multidisciplinary engineering and allied sciences. ASME may also conduct Events in association with governments, international trade associations, or commercial firms.
B. The Society may conduct, permit, or participate in Events and other similar activities that are of pertinent professional interest, are a benefit to the attendees and enrich the experience of the technical community. The technical community includes industry, academia, government, and the broader society.

C. It is the policy of ASME that no member of an Event organizing committee, organizing technical committee(s), or Society Unit(s) shall have a conflict of interest relative to the awarding of contracts relating to an Event. (See, Society Policy P-15.8 Conflict of Interest.)

D. In conducting, permitting, or participating in an Event, the Society shall require high ethical standards of its members and shall not permit practices to be conducted that are inimical or contrary to the aims and objectives of the Society. In situations where a member of an Event organizing committee is an ASME member and a member of another recognized technical organization co-sponsoring the Event, such conduct shall include, but not be limited to, disclosing such dual membership as well as any other potential conflict of interest to the relevant sector board and ASME legal staff.

E. The Society shall conduct or permit an exposition, or allow similar activity, only in conjunction with a meeting or conference conducted or co-sponsored by the Society.

F. Society conduct of, or participation in, expositions or other similar activities shall be subject to approval of the Board of the appropriate sector upon recommendation of the appropriate governing board, committee or other body.

G. Major new Events seeking development funds shall require Society Unit sponsorship and the appropriate Sector Board approval. The new Event request should identify a Society Unit partner or combination of Society Units (e.g., Technical Communities and Institutes Sector). The new Event request should also include a plan to transfer responsibility for the Event to that Society Unit partner or combination of Society Units.

H. All expositions sponsored or co-sponsored by ASME or a Society Unit shall be conducted in a manner consistent with ASME's 501(c)(3) tax status.

I. ASME shall enter into contracts only with entities that have legal capacity to contract. Contracts with sectors, institutes, divisions or subdivisions of other entities with no independent legal existence are prohibited.

J. Society Units shall not commit funds in connection with an Event until a binding contract has been executed by the Executive Director, Assistant Treasurer or, if appointed, a Second Assistant Treasurer.

K. Events shall reasonably accommodate individuals with disabilities. Specific attention shall be paid to physical access to meetings, presentations, and other key elements of these events. Smoking is not permitted in meeting or function rooms of ASME events.

L. The Event organizers shall ensure that the conduct of the Event complies with United States law as well as the law of the site of the event.
V. CLASSIFICATION OF EVENTS

A. Events shall be classified as follows:

1. ASME Sponsorship

   The classification “ASME Sponsorship” shall apply when the Event is organized solely by ASME or a Society Unit, and ASME will receive all of the revenue and bear all of the financial liability related to the Event. Society units shall take reasonable steps to maintain ASME ownership of Events.

2. ASME Co-Sponsorship

   The classification ASME Co-Sponsorship shall apply when:

   a. The Event is organized by ASME or a Society Unit and one or more organizations and ASME will receive a share of the revenue or will bear a share of the financial responsibility and/or liability with the other organizations or

   b. ASME or a Society Unit is identified in the Event title or an ASME mark or logo is used.

   In all cases when an Event is classified as a “Co-Sponsorship” the procedures described in section VIII shall apply. (A model “ASME Co-Sponsorship” letter of intent shall be maintained on the ASME website link.)

3. ASME Participation

   a. The classification of ASME Participation shall apply when an ASME Society Unit actively participates in an Event to the extent of organizing sessions or reviewing of papers, ASME is not identified in the title or advertisement of the Event in any manner, and ASME bears no financial responsibility for the Event.

   b. The Event must be conducted in a manner consistent with ASME sponsored events.

   c. In cases where an Event is classified as an “ASME Participation” the Society or Society Unit shall receive a full written indemnification from all Event sponsors and be named as an additional insured on the Event insurance policies. Any request for exceptions to this policy must be submitted to ASME Finance and must be accompanied by a full written explanation of the reasons for the requested exception. When an Event is classified as an "ASME Participation" the procedures described in section VII, infra, shall apply. (A model "ASME Participation” letter of intent shall be maintained on the ASME website.)

   d. Nothing in this section of this policy should be read as precluding ASME members from participating as individuals in Events
organized by other organizations, however reasonable steps should be taken to ensure that third parties are not led to believe that such participation is on behalf of ASME. If ASME members wish to individually participate in an Event, those members shall not collectively identify themselves as constituting a Society Unit. In addition, those members shall not employ the resources of the Society or a Society Unit when participating as individuals.

VI. BUSINESS PLANS AND BUDGETS

A. A business plan and budget is a prerequisite for Event approval. A business plan and budget shall be developed for an ASME Sponsored or Co-sponsored Event by the Society Unit(s) sponsoring or co-sponsoring the Event, and submitted to the EC for approval. The budget must first be approved by a representative of the Society Unit sponsoring or co-sponsoring the Event. Attendance estimates used in preparing the Event budget shall be realistic, based on prior experience of this and related events, and shall include consideration of current and anticipated economic conditions.

B. A Business Plan shall:

1. Discuss the business opportunities and Event scope. This includes breadth of topic and intended audience.

2. Identify the organizers and their experience in event planning, describe the participation of volunteers and ASME staff, describe the implementation of best practices, identify any prominent invited speakers, and describe the number of expected sessions to be held.

3. Identify the Society Units and outside organizations that will participate in technical planning.

4. If publications are planned, identify the form of publication of proceedings and any needed services to be supplied by ASME Publications.

5. Describe plans for paper review and other steps to assure high technical quality.

6. Describe plans for the expected means of Event promotion and advertisements.

7. The business plan template shall be maintained on the ASME website.

C. The budget shall include all expenses requiring payment for services for which disbursements are required. The budget shall include an estimate of salaries plus benefits, travel, and overhead for ASME staff supporting the Event. The cost of third party organizers, if any, shall also be included.

D. ASME internal services shall have the option to bid on all Events. In all cases where ASME internal services are not employed, competitive bidding procedures shall be used. A minimum of three external bid solicitations shall be employed by the Event organizers unless impracticable under the circumstances.
competitive bidding is not expected, the Event Chair is required to provide a written justification and seek approval in writing from the EC and ASME Legal Staff.

E. All analyses of prior Events used for budgeting purposes must employ a consistent means of comparison with respect to each budget analyzed.

F. All Event budgets shall be set to generate a minimum surplus (net above cost) of 15% over all budgeted expenses to ensure sustainable operation of the Unit. Exceptions to this policy will require prior approval of the Sector Board responsible for the Society Unit.

G. The EC shall receive reasonable funding from the ASME General Fund to support its activities. The EC shall submit an annual budget to the Committee on Finance and Investment (COFI) for approval.

H. All budgets for Events to be held outside of the United States shall address the laws of the location of the Event including, but not limited to, value added and other taxes, visa requirements, and any other local circumstances that could impact revenue or expenses.

I. During the course of Event planning, if substantial financial changes are made to the originally submitted budget, a revised budget shall be submitted to the EC for approval.

J. No member of the Event organizing board or Event organizing committee, their immediate family, employer or business he or she is closely associated with, shall receive compensation, monetary or otherwise, for services rendered in relation to an Event. This does not include awards or other honoraria that may be granted pursuant to ASME Awards policies or procedures. Immediate family shall mean spouse, domestic partner, brother, sister, children, ancestors as well as brothers, sisters, children, and ancestors of spouses or domestic partners.

K. Event registration fees shall be structured to reflect projected market conditions, in accordance with the specifications in the appropriate Sector Operation Guides. Where an Event and exposition are held jointly, the Event and exposition may be considered jointly for the purposes of determining whether the Event is self-supporting. However, expenses should be budgeted separately for accountability. For ASME Sponsored and Co-sponsored Events, the following rates for payment of Event registration fees shall apply:

1. Only Honorary ASME Members, ASME Life members, ASME Past Presidents, host district leaders, and distinguished guests invited by the President or his designated representative, with the concurrence of the Event Chair, shall be exempt from Event registration fees.

2. Approved invited speakers and guests may be considered distinguished guests, and may be exempted from Event registration fees, in accordance with the business plan and the budget for the conference at the discretion of the Event Chair.
3. Authors, presenters, session chairs, session vice chairs, and invited discussion participants shall be charged registration fees at the ASME member rates.

4. Members of reciprocating societies shall be charged at the ASME member rates.

5. Students and/or ASME Early Career members (0-10 years out from undergraduate graduation) may be charged a registration fee that represents a discount from member rates.

6. Whether those attending special functions only will be charged a registration fee shall be addressed in the Event business plan and reflected in the budget. If a registration fee is charged, it may be less than the full Event registration fee.

7. Whether those attending committee meetings only will be charged a registration fee shall be addressed in the Event business plan and reflected in the budget. If a registration fee is charged, it may be less than the full Event registration fee.

8. If a non-ASME member or non-ASME student member registers at an ASME Event and pays the non-member or student non-member rate, they will be eligible to receive a one-year ASME membership at no additional charge. The non-member shall complete a membership application and submit it within 90 days of the Event in order to receive this benefit.

9. If the Event registration fees are not waived, the registration fees for an ASME Life Member may be reduced at the discretion of Event organizers. If an ASME Life Member is making a technical presentation, such member shall pay the Member Author Presenter registration fee.

10. If the Event registration fees are not waived, the registration for an ASME Honorary Member may be reduced at the discretion of conference organizers. If the ASME Honorary Member is making a technical presentation, such member shall pay the Member Author Presenter registration fee.

11. The Event Chair may establish a registration fee waiver policy consistent with the business plan and the budget for the Event.

L. The budget shall identify the expected means of Event promotion, advertising and signage and shall describe in detail:

1. The proposed advertising, mailings, posters, in technical publications or journals and other promotions of the Event. All advertising and signage shall be of ASME quality and shall be consistent with ASME format as defined by the Technical Event and Conference Planning Guidelines. ASME Events Department may provide additional guidance. Signage should be prominently displayed at Co-sponsored Events.
2. The cost of all advertising, mailings, posters, in technical publications or journals and other promotions of the Event.

M. No member of an Event Committee or Board shall have a conflict of interest relative to the award of contracts related to an Event.

N. Society Units shall have the authority to enter into non-binding letters of intent with other sponsors of Events.

O. Society Units shall not have the authority to negotiate contracts with other sponsors of Events.

P. Where a third party is employed to organize the Event, responsibility for assurance that Event logistics are performed in accordance with ASME policy shall be borne by the Event Chair. This includes responsibility to assure that all advertising and signage are consistent with this policy and that the ASME name and logo are prominently displayed in Event advertising, signage, and literature. Such standards shall be defined in the EC’s “Technical Events and Conference Planning Guidelines”. Guidance may be obtained from the EC and The ASME Events Staff.

VII. APPROVAL

A. Make-up and Duties of the EC:

1. The Events Committee shall report to the Sector Management Committee and shall inform the Committee on Finance and Investment of its major decisions.

2. The EC, made-up shall consist of experienced event organizers and representatives of the relevant Society Units, shall be comprised of five (5) members, one from each Sector, as appointed by their respective Senior Vice Presidents. Membership will include at least one volunteer from each sector that regularly holds Events budgeted above $50,000 and at least one volunteer from each Technical Communities Operating Board Technical Group. Such sector representatives shall participate actively in reviewing and approving all proposed Events from all ASME sectors. Additionally, the EC may add non-voting recruit members at large advisors who have expertise in organizing technical conferences and related events. Collectively, members shall have familiarity with the ASME Conference Calendar and with the broad set of technical conferences in which ASME participates.

3. The duties of this committee may include: aiding Event organizers in writing business plans and budgets, providing other assistance in Event planning, approving Event advisors as appropriate, approving Events, soliciting and collecting post-Event reports, maintaining a database, capturing relevant historical data from past Events, and working with the Events Management Department in maintaining the ASME Conference calendar. This committee may, at its discretion, aid Event organizers in writing
business plans and budgets and provide assistance in Event planning and provide Event advisors.

3.4. The EC shall take reasonable steps to insure consistency and avoid topical and scheduling conflicts within ASME's portfolio of technical conferences.

4.5. The EC shall provide a quarterly report in writing to the Sector Management Committee (the SMC) and the Committee on Finance and Investment (COFI) of major decisions, summarizing the EC's activity during that quarter through the Board of Technical Knowledge Dissemination.

B. All Events with an expected gross revenue greater than or equal to $50,000 shall follow the procedures established by the EC and must be approved by the EC.

C. Events with actual or budgeted gross income of less than $50,000 shall be considered in accordance with the policies of the respective sector board.

D. Approval shall be based on submitted appropriate sector event approval request documents. A decision will be sent to the applicant within sixty days.

E. The criteria for approval shall include, but are not limited to:

1. Whether the proposed Event furthers the mission of ASME. This factor shall include, but not be limited to, likely technical quality, the likelihood that ASME will achieve or maintain prominence in the field, and synergy with other ASME activities.

2. Whether the proposed Event presents any financial or liability risk to the Society.

3. Whether there is a conflict with other Events dealing with similar subject matter and whether an appropriate collaborative plan has been worked out among such Event organizers. In the event of an otherwise unresolved conflict, priority shall be given to Events of longer standing. The dates solicited shall not hinder the success of the Event nor inflict unnecessary cost.

4. Whether the location of the Event has been selected so as to maximize the success of the Event. Success factors shall include: (a) the proximity of local industry with an interest in the Event; (b) perception of attractiveness by potential attendees; (c) transportation and ease of accessibility in relation to the anticipated audience and (d) past history of success by prior Event organizers.

5. Whether ASME is to receive the copyright and publishing rights to any papers presented at the Event.
6. In the case of a Co-Sponsorship, whether ASME will conduct the peer-review of any papers. If ASME is not to conduct the peer-review, whether a credible peer-review process has been established.

7. Whether the Event has followed a fair, open and acceptable bidding process and whether any third party organizers will meet ASME quality standards.

8. The viability of the Event in the long-term.

9. In the case of an ASME Co-Sponsorship or ASME Participation, the distribution of financial and other risk between the parties.

10. The distribution between the sponsors of any surplus or loss relating to the Event.

11. The timeliness of the submission of the Event budget and business plan.


13. In the case of an ASME Participation, whether a full contractual indemnification and insurance have been obtained.

14. Past compliance with the audit procedures set forth in Section IX of this policy.

15. For established Events: (1) the ratio of accepted abstracts to rejected abstracts; (2) the ratio of no-show paid registrants to actual attendees; (3) the ratio of rejected papers to accepted papers; and (4) the ratio of submitted abstracts for paper presentation converted to presentation format. This information should address the prior two Events, if any. Historical information on the percent of papers recommended and/or appearing in archival journals, if available, shall also be included.

16. In the event that a proposed Event is not approved by the EC, the Event organizers shall be permitted to appeal the decision to the SMC. Any appeal shall be submitted to the SMC and EC in writing and shall set forth all facts supporting noncompliance with this policy. Noncompliance by the EC with this policy shall be the only ground for appeal.

VIII. LEGAL PROCEDURES

A. Any and all agreements or understandings relating to an Event that impose a duty upon ASME or a Society Unit shall be in writing and signed by all parties to the agreement. ASME signatories include the Executive Director, the Assistant Treasurer or, the Second Assistant Treasurer.

B. In all instances where ASME is not the sole sponsor, the Society or Society Unit shall negotiate with each and every sponsor a non-binding letter of intent setting forth the general terms relating to an Event.
The letter of intent shall include the following information: the identification of the subject matter of the conference, the proposed venue, the dates of the Event, the party or parties responsible for the technical content of the program (including peer review), the party responsible for on-site conference arrangements, general financial terms including the distribution of surplus/loss between the parties and the term of the proposed agreement.

The executed letter of intent shall be submitted with the appropriate sector event approval request documents to the EC. A copy of the executed letter of intent shall also be contemporarily submitted to ASME Legal.

Upon receipt of the executed letter of intent from the Society Unit, ASME staff shall, with the assistance of ASME Legal as necessary, negotiate contract terms and conditions with the parties identified in the letter of intent.

Once terms and conditions acceptable to ASME have been negotiated and the Event has received formal approval, the Executive Director, or Assistant Treasurer or, if appointed, the Second Assistant Treasurer shall execute an Event Agreement.

**IX. AUDIT AND EVENT FINANCIAL REPORTS**

**A. Audits**

1. All audits prescribed in this policy shall be conducted under the auspices of the ASME Audit Committee, which is a Standing Committee of the Committee on Finance and Investment (CFO).

2. Events where ASME has greater than a 50% financial responsibility and where actual or budgeted income or expense is $500,000 or more shall be audited by a professional independent auditor. The Event Chair and ASME Assistant Treasurer shall jointly identify an outside accounting firm or other fully qualified resource. The ASME Assistant Treasurer shall have final responsibility for the selection of the auditor. The completed audit shall be submitted to the Event Chair and ASME Assistant Treasurer.

3. Events where the actual or budgeted income or expense is less than $500,000 will be audited on a periodic basis. The ASME Assistant Treasurer or, if appointed, the Second Assistant Treasurer shall select the Events to be audited and the auditors. Any Events not selected for a random audit may be audited by a committee composed of individuals who have no direct or indirect responsibility for the financial transactions of the Event. Any completed audit shall be submitted to the Event Chair and the ASME Assistant Treasurer.

4. The Event Chair and ASME Assistant Treasurer shall jointly obtain an estimate of the audit fees for Events where ASME has greater than a 50% financial responsibility and where actual or budgeted income or expense is $500,000 or more which shall be incorporated in the Event budget and reported as a separate line item on Event financial report forms.
B. Event Financial Reports

1. For all Events, the Event Chair shall be responsible for the preparation of a detailed financial report for the Event, showing all relevant items of revenue and expense as well as an accounting for final disposition of any remaining funds. Unless a final financial Event report for a preceding conference is submitted, no proposals for that future Event will be approved.

2. For Events managed by ASME Events Management, the Event Chair and the ASME Director of Events shall ensure that preferably within three months, but no later than six months after the Event date: (1) the Event bank account is closed; (2) any remaining funds in any Event bank account are distributed; (3) any funds advanced by ASME or a Co-Sponsoring party are repaid; (4) the final detailed financial report has been completed and delivered to ASME Finance; and if required, (5) an audit of the Event financial activities is completed. Failure to meet the foregoing milestones shall be considered, and may be a basis for disapproval of future related Events.

3. For Events managed by third parties, the Event Chair shall ensure that preferably within three months but no later than six months after the Event date: (1) the Event bank account is closed; (2) any remaining funds in the Event bank account are distributed; (3) any funds advanced by ASME or a Co-Sponsoring party are repaid; (4) the final detailed financial report has been completed and delivered to ASME Finance; and if required, (5) an audit of the Event financial activities is completed. Failure to meet the foregoing milestones shall be considered, and may be a basis for disapproval of future related Events.

C. Post-Event Reports. Within three months after the event, the sponsoring unit will provide the EC with a report discussing the success of the Event relative to the business plan. This includes attendance of each category of attendee, number of sessions held, average session attendance, number of papers submitted, number of papers accepted, and number of technical presentations.

X. PUBLICATIONS

A. Event papers may be published as symposia volumes, workshop volumes, proceedings or individual technical papers. (See Policy P-12.6, P-12.11 and P-12.13)

B. When an Event is an ASME Sponsorship, ASME shall receive the copyright and shall be the publisher of all papers presented at the Event.

C. When an Event is an ASME Co-Sponsorship and ASME issues the “call for papers” or is responsible for the peer-review of the majority of papers presented at the Event, ASME shall receive a copyright and shall be the publisher of the papers presented at the Event. The conference organizers in the course of negotiating the letter of intent may include a royalty payable to other entities involved in the event that conduct peer review of the minority of the papers presented at the event. Such royalty shall not exceed the percentage of papers
peer reviewed by the other entity. ASME Publications may, at its discretion, grant a license to copyrighted materials.

D. No papers submitted in connection with an Event shall be published in the final archival proceedings unless at least one author presents the paper at the Event. For purposes of this policy, the final archival proceedings shall be the version registered with the Library of Congress and available from ASME Publications.

XI. INTERNATIONAL PARTICIPATION

A. ASME is committed to the principle of participation of citizens of all nations at Events.

B. Where ASME sponsors, co-sponsors, or participates in a conference, the host organization shall be committed to securing freedom of citizens of all nations, irrespective of race, creed, color or religion, to enter or leave the host country for the purpose of attending such an Event.

C. The host organization shall make every effort to comply with this ASME policy unless such compliances are in direct conflict with the laws, regulations or stated government policies in the host country. ASME may decline to participate in international Events where it considers such restrictions to be too inhibiting.

XII. SENIOR GOVERNMENT SPEAKERS

Periodically, Event leaders wish to invite high level government officials to speak at Events. The appropriate staff support shall be consulted prior to issuing invitations to senior government officials. ASME’s Government Relations staff shall be consulted prior to issuing invitations to senior United States government officials such as the President of the United States, Vice President, Cabinet members, Federal department and agency heads, and members of Congress. Letters of invitation will be issued by the ASME President or Executive Director as appropriate. Any additional costs for security, accommodations, etc., shall be included in the Event budget.

XIII. APPLICATIONS AND REVISIONS

A. Written Event and publication contracts currently being performed shall not be subject to this publication policy during the term of such contracts. All future negotiated and/or renewed publishing contracts and Event Agreements shall be subject to this policy. Publishing contracts and Event Agreements shall not be renewed unless made compliant with this policy.

B. This policy shall be examined by an ASME Presidential Task Force every six years from the most recent revision or reaffirmation. The Task Force shall review the policy according to guidelines prepared by the Committee on Organization and Rules, and shall make a recommendation to reaffirm it unchanged, revise and reaffirm it, or eliminate it. (See Policy P-1.1)
Responsibility: Board of Governors


Reaffirmed: March 12, 1999

Revised:
- (editorial changes 3/92)
- June 8, 1994
- March 14, 1997
- (editorial changes 3/98)
- (editorial changes/reaffirmation 3/99)
- September 13, 2003
- (editorial changes 6/04)
- June 1, 2005
- April 23, 2010

**Distributed June 3, 2011**
MEMORANDUM

TO: THE BOARD OF GOVERNORS
FROM: MATT SCHATZLE, EXECUTIVE DIRECTOR ASME FOUNDATION
SUBJECT: CLOSURE OF SOCIETY POLICY P-2.5 – DEVELOPMENT FUND
DATE: 5/26/2011

CLOSURE OF SOCIETY POLICY P-2.5

ASME Society Policy P-2.5, established in 2005, was created to form a Development Fund for contributions from the industry to support long-term projects and programs for the benefit of the Society. With the current restructuring and reorganized vision of ASME Foundation, this Fund is no longer functional in its intended form. Accordingly, it is the recommendation of the Foundation and the Strategic Management Division that Policy P-2.5 be sunset.
SOCIETY POLICY

DEVELOPMENT FUND

I. PREFACE

This Fund was established in the 1950's from contributions from industry to undertake projects of a Society developmental nature. From time to time additions to the Fund have been made from the excess of income over expenses of the General Fund as authorized by the (former) Council or the Board of Governors. Since 1971 the voluntary contributions from members have been added to the Fund.

II. PURPOSE

A. To specify the type of projects eligible for financial support from the Development Fund.

B. To provide a source of funds for new projects that were not foreseen in the annual budget process.

C. To establish the minimum information to be included with the appropriation request, and to provide a procedure for review to affirm that funds are available, that the request complies with the established requirements, and that a reporting mechanism is specified for follow-up throughout the project.

III. POLICY

A. The Development Fund is intended to support projects and programs which are thought to be worthwhile with long-term benefit to the Society, but where the response and reception of the public, members, government and industry are not yet known. Funds are intended to permit a project or program to be tested prior to its inclusion in the annual operating budget. Typical projects include, but are not limited to, feasibility studies and experimental, embryonic, or prototype programs.

Eligible projects should have the potential to become ongoing sector projects. Any project is eligible for consideration as long as it provides a benefit to mechanical engineering and/or to the Society. The principal limiting factor would be the availability of resources.

Note: Funds may also be available from the ASME Foundation Grants Program. (See Society Policy P-2.11, ASME Foundation Grants Program.)

In no case will Development Funds be used to augment existing, operating General Fund programs.

**Distributed June 3, 2011**
B. Requests for Development Funds support will require the following approvals before funds are disbursed:

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C. Appropriations made from the Development Fund must have a projected completion date after which time the projects should be completed, terminated, or integrated into the annual operating budget.

D. All Development Fund appropriations must be reviewed semi-annually by the Committee on Finance and Investment.

IV. PROCEDURE

A. All requests for an appropriation from the Fund must provide, as a minimum, the following information:

1. Title of feasibility study or the project.

2. Responsible sector, board and/or committee of the sector or committee of the Board of Governors.

3. Responsible staff member(s).

4. Scope of the defined project:
   a. Goal(s) of the Society to be served.
   b. Specific objectives of the feasibility study or the project. Objectives should be measurable and include a lasting benefit. If appropriate, short-term and long-term objectives should be listed.
   c. How the feasibility study or the program is to be measured and from what baseline.
   d. Has the market research been done? If yes, what are the results?
   e. Organize a plan for carrying out the project. A detailed plan with milestones for funding, staff/equipment additions, key indicators of success as project progresses, etc., and a completion date is required.
5. Appropriation request:
   a. Statement of reason(s) that this feasibility study or project was not included in the regular budget.
   b. Statement of reason(s) that this project should not be deferred for inclusion in a subsequent regular budget.
   c. Budget details. A schedule of expenditures must be included.

6. Operating Budget Plan:
   a. How this project will be funded when and if it becomes operational.
   b. Impact on responsible unit budget. Six-year budget forecast, if applicable.

B. For approved Development Fund projects semiannual reports that show expenditures, describe progress, and document achievement of program milestones shall be submitted to the Committee on Finance and Investment. A final report should include achievements compared with objectives and total expenditures and achievability of longer term objectives.

V. FUNDING

A. Funding for the Development Fund may be from three sources:
   1. Member Voluntary Contributions
   2. Annual Budget Appropriations
   3. Special Transfers from the Society's Contingency Reserve Fund

B. Member Voluntary Contributions are solicited with the annual dues statement. Funds solicited for the specific purpose of financing Development Fund projects shall be placed into the Development Fund when received. These funds shall be the first funds expended in any given year to meet the cost of new or ongoing Development Fund projects.

C. The amount of funds to be provided to the Development Fund from annual budget appropriations shall be established by the Board of Governors upon the recommendation of the Committee on Finance and Investment. The funds so provided shall be expended only after all available funds from Member Voluntary Contributions have been expended for new or ongoing Development Fund projects undertaken in a given fiscal year. Funds provided by annual budget appropriations but not expended for new or ongoing Development Fund projects during the fiscal year will not be carried forward to the succeeding fiscal year. In all cases, funds provided by annual budget appropriations are intended to cover the expenses related to approved Development Fund projects only to the degree
to which Member Voluntary Contributions are insufficient to the funding needs in a given fiscal year. Member Voluntary Contributions given in one fiscal year are not to be committed to projects in a subsequent year except as they shall exceed the funding needs of the first fiscal year.

D. Transfers from the Society's Contingency Reserve Fund shall be made only if appropriate approvals for new Development Fund projects require funding beyond that available from Member Voluntary Contributions and annual budget appropriations. Such transfers are subject to approval by the Board of Governors upon recommendation of the Committee on Finance and Investment.

Responsibility: Committee on Finance and Investment

Adopted: December 1, 1977

Revised:

June 8, 1983
June 10, 1983
June 15, 1985
March 12, 1987
March 14, 1990
September 13, 1990
November 29, 1990
September 17, 1992
(editorial changes 6/96)
March 13, 1998
(editorial changes 6/1/05)
MEMORANDUM

TO: THE BOARD OF GOVERNORS
FROM: MATT SCHATZLE, EXECUTIVE DIRECTOR, ASME FOUNDATION
SUBJECT: POLICY P-2.11 – ASME FOUNDATION GRANTS PROGRAM
DATE: 5/26/2011

DISSOLUTION OF ASME SOCIETY POLICY P-2.11

Due to the recent realignment of the ASME Foundation’s structure and goals, the Foundation will no longer be participating in funding a grants program for the Units of ASME. While the Foundation will still play a very active role in providing monetary support for ASME programs and strategic initiatives in energy, workforce development, and global impact, it will not be doing so through a process that requires ASME Units to apply for funding through a grants proposal process. Therefore, the Foundation recommends that this policy be sunset according to ASME policy.

**Distributed June 3, 2011**
SOCIETY POLICY

ASME FOUNDATION GRANTS PROGRAM

I. PREFACE

The grants program of the ASME Foundation was established in 1997 from contributions so that ASME units could develop leading edge programs that help engineers fulfill their leadership role in society to make technology a true servant of all.

II. PURPOSE

A. To specify the type of projects eligible for financial support from the ASME Foundation.

B. To establish the minimum information to be included with the appropriation request, and to provide a procedure for review to affirm that funds are available, that the request complies with the established requirements, and that a reporting mechanism is specified for follow-up throughout the project.

III. POLICY

A. Projects eligible for financial support from the ASME Foundation include, but are not limited to, three program areas:

1. Technical Literacy

   The profession and the world will prosper most in a technically literate society of informed citizens, and because technology is the true servant of humankind in a modern society, the Foundation will seek to invest in early (K-12) math and science literacy and, at the college level, tuition assistance and scholarships for engineering students.

2. Career Planning and Skills Development

   Career planning to include management skills development and continuing professional education is critical to the best and fullest use of engineers. Proposals might include customer needs assessment programs, on-line and video training services, job banks and readily available, cost effective career and skill development options.

3. Technologically Sound Public Policy

   Stewardship, to help insure that technology is a servant to all, is equally important to the rational development of technology-based public policy. ASME needs to be the voice of reason at the table whenever and
wherever technology-based decisions are made that affect public policy. The Foundation will invest in programs to help provide the needed voice of reason, through unbiased technical advice, to government at all levels.

Eligible projects are not expected to be net revenue producers. Any project is eligible for consideration as long as it provides a benefit to mechanical engineering and/or to the Society. The principal limiting factor would be the availability of resources.

Funds may be used to augment existing, operating General Fund programs, but innovative projects are more likely to receive funding.

B. Requests for Foundation support will require the following approval procedure before funds are disbursed:

1. Any unit within ASME may propose a project.

2. Each sector Board of Directors will decide on a categorized list of projects requested by its units to present as a recommendation to the Board of Governors.

3. The Board of Governors is responsible for recommending to the Foundation Board a categorized list (highly recommended, recommended, or not recommended) of all appropriate projects requested by the sectors and committees; however, this categorization delegated by the Board of Governors to the Sector Management Committee.

4. The Foundation Board will review the list of grant recipients and make its decision as to the specific grant approvals. The Foundation Board may adjust the amount requested by the unit in order to accommodate the budget of funds available.

The timetable of events follows:

**June**

The ASME Foundation will report the amount of grant money available for the upcoming fiscal year to the Board of Governors. The Foundation will also provide general guidance as to its program priorities.

**July-August**

The sector and committee grant requests are categorized by the Sector Management Committee on behalf of the Board of Governors and submitted to the Foundation.
September

The Board will receive the categorized requests at its September meeting as a part of the information report of the Sector Management Committee.

November

The Foundation Board will review the list of grant requests and make its decision as to the specific grant approvals known as part of its report to the Board of Governors.

The Foundation Board will also advise the Board if any grant money remains for the balance of the fiscal year. If so, the above cycle is repeated with sector and committee requests going to the Board in its March agenda package and the decisions on requests being made at the Board meeting held during the second Society-Wide Meeting of the fiscal year.

C. Appropriations made from the ASME Foundation must have a projected completion date. To avoid reducing the funds available for grants in future years, grants of any duration, including multi-year grants, will normally be fully funded in the fiscal year of the requests.

D. The ASME unit receiving a grant will prepare and submit a final report to the Foundation, or will provide an annual progress report if the duration is greater than one year. A compilation of the reports will be included in the ASME Foundation Annual Report.

IV. PROCEDURE

A. All requests for an appropriation from the Fund must provide, as a minimum, the following information:

1. Title of the project.

2. Responsible sector, board and/or committee of the sector or committee of the Board of Governors.

3. Responsible Staff Member(s) and Project Director(s).

4. Scope of the Defined Project:

a. Program areas (shown in Section III.A of this Society Policy) to be served.

b. Specific objectives of the project. Objectives should be measurable and include a lasting benefit. If appropriate, short-term and long-term objectives should be listed.

c. How the program is to be measured and from what baseline.
d. Organize a plan for carrying out the project. A detailed plan with milestones for funding, staff/equipment additions, key indicators of success as project progresses, etc., and a completion date is required.

5. Appropriation request:
   a. Statement of reason(s) that this project was not included in the regular budget.
   b. Statement of reason(s) that this project should not be deferred for inclusion in a subsequent regular budget.
   c. Budget details. A schedule of expenditures must be included.
   d. Proposals highlighting the availability of the matching funds will be given special consideration.
   e. The minimum grant amount is $20,000.

V. FUNDING

A. The ASME Foundation has established an endowment started with the proceeds of a special capital campaign conducted in 1996-97. Additions may be made to this endowment. The income from the endowment is used to fund grants in the three program areas shown in Section III.A. of this Society Policy.

B. At the ASME Foundation’s meeting during the second Society-Wide Meeting of the fiscal year the amount of grant money for the upcoming fiscal year will be approved. The amount available will be calculated based on the return on the endowment less an amount returned to principal to ensure its purchasing power less an amount to pay for administrative expenses for the ASME Foundation.

Responsibility: Board of Governors

Adopted: June 11, 1997
Revised: March 18, 2000
November 10, 2000
(editorial 6/1/05)
ASME Board of Governors

Agenda Item

Cover Memo

Date Submitted: May 25, 2011
COR Meeting Date: June 12, 2011

To: BOG
Presented by: Warren Leonard
Agenda Title: By-Law Revisions to create Public Affairs and Outreach Sector

Agenda Item Executive Summary:

Based on the BOG action in April to endorse the proposal of the Strategic Management-Centers task force to create a new Public Affairs and Outreach Sector and the direction to COR to bring proposed revisions for BOG action in June, the attached document was drafted for COR review and advancement to the BOG.

The Public Affairs and Outreach (PAO) Sector completely replaces the Centers and Strategic Management Sectors and all references to the two sectors has been from the By-Laws. The POA Council voting members will be the four Vice Presidents who will lead these Boards:
  - Board on Education
  - Board on Global Outreach
  - Board on Government Relations
  - Board on Students and Early Career (as a placeholder, eventually will be part of the proposed new Student and Early Career Sector)

The POA Council will also have two at-large voting members & the chairs of these units:
  - Industry Advisory Board
  - Innovation Committee
  - Strategic Issues Committee
  - Diversity Strategy Committee

Associate Executive Director, Strategy & Outreach will be a non-voting Council member.

The Ethics Investigation Process will go to The Committee of Past Presidents and must be noted in the CPP Operation Guide, and changes relating to Ethics can be seen in the attached document on page 11 and 34.

No changes to the Constitution are required by this sector realignment.

NEXT STEPS: When the BOG adopts these revisions to the By-Laws, COR can begin to revise the Society Policies that are affected by this realignment, and COR will review the PAO Operation Guide once it is finalized.

Proposed motion for Action:

To advance the proposed revisions to the By-Laws to the BOG for action and adoption at the June BOG meeting.

**Distributed June 3, 2011**
B2.1 FULFILLMENT OF PURPOSES

B2.1 To promote the art, science and practice of mechanical and multidisciplinary engineering and allied sciences to diverse communities throughout the world the Society shall:

DISSEMINATION OF KNOWLEDGE
Encourage the preparation of original papers on engineering topics.
Hold meetings for the presentation and discussion of original papers and participate in international engineering congresses.
Publish papers and reports and disseminate knowledge and experience of value to engineers.

TECHNICAL STANDARDS
Develop and promulgate standards, codes, and recommended practices, and administer related conformity assessment programs.

RESEARCH
Encourage engineering research, tests, and other original work.

EDUCATION
Cooperate with educational institutions in the maintenance of high standards of engineering education.
Foster among engineering students the study of philosophy and history, tradition and achievement, duties, and social functions of the engineering profession.
Further the purposes of the Linda Hall Library of Science, Engineering and Technology of which the library of this Society forms a part.

PROFESSIONAL STANDARDS
Offer awards and other honors to encourage contributions to engineering; confer awards and other honors in recognition of meritorious contributions to engineering.
Maintain high technical and cultural standards for entrance to the Society.
Aid in the adoption of a high standard of attainment for the granting of the legal right to practice professional engineering.
Encourage the personal and professional development of young engineers.
USEFULNESS OF THE PROFESSION

Encourage a high standard of citizenship among engineers and their participation in public affairs.

Cooperate with governmental agencies in engineering matters.

Publicize the engineering profession through the achievements of engineers.

Support activities looking to the increased employment of engineers and seek new opportunities for engineering service.

ETHICAL PRACTICE

Maintain a Code of Ethics of Engineers consistent with the high standards of the profession.

Promote and encourage practice in the profession within this Code.

Arrange for adjudication within the structure of the Society for violations of the Code brought to its attention.
B3.1 MEMBERSHIP

B3.1.1 An applicant for admission to the Society in any grade, except to Fellow or Honorary Member, shall make application to the Executive Director on an approved form.

B3.1.2 A proposal for promotion to Fellow must be initiated by a Fellow or Member of ASME and supported by three additional sponsors, two of whom must be Fellows or Members of ASME. All sponsors must be well acquainted with the nominee's qualifications as they relate to the requirements for promotion to Fellow.

B3.1.3 Nomination and election of an Honorary Member shall be in accordance with the provisions of the By-Laws dealing with the Committee on Honors.

B3.1.4 Advancement to the grade of Fellow shall be by a positive vote of three-quarters of the total number of ballots received from the Committee of Past Presidents entitled to vote. A past president shall not be entitled to vote on his or her own nomination for Fellow.

B3.1.5 Applicants shall be assigned in accordance with the policy set by the Board of Governors to the grades of membership to which their qualifications entitle them.

B3.1.6 All procedures relating to admissions to and promotions in membership, except Honorary Member and Fellow membership grades, shall be administered by the Services Membership staff in accordance with the policy set by the Board of Governors.

B3.1.7 An approved curriculum is one which leads to a degree in engineering or engineering technology.

B3.1.8 A Student Member may participate in all the activities of the Society but shall not be permitted to vote at a Business Meeting of the Society or hold an elective office except in a student-oriented or nontechnical/outreach K&C Affinity Group the student section where the student is a member.

B3.1.9 A Student Member shall not remain in this grade beyond the end of the calendar year of graduation or termination of enrollment as a student.

B3.1.10 No more than five Honorary Members may be elected in any Society year.
B3.1.11 A corporate member elevated to Honorary Member shall retain all of the rights and privileges of corporate membership.

B3.1.12 The rights and privileges of every member shall be personal to the member and shall not be transferable except that each corporate member shall be entitled to vote on any question before any Business Meeting of the Society either in person or by a proxy given to a corporate member.

B3.1.13 Voting on matters which come before a Business Meeting of the Society will be done in person or by proxy. Only corporate members are entitled to vote. A corporate member may assign his or her vote to another corporate member by proxy. The proxy must be signed and dated by the corporate member giving it and shall be submitted to the Executive Director for verification of the right of the corporate member to vote at the meeting for which the proxy is to be used.

B3.1.14 When a request is received for a member's resignation, the Services Membership staff will adjust the member's record. Member resignations are reported in the demographic report issued monthly.

After a complaint or charge of unethical conduct based on the provisions of the Constitution, By-Laws, or Code of Ethics has been filed against a member, the member may resign with the stipulation that the Society will not accept any later application for renewed membership. Nevertheless, the Society will accept an application for renewed membership if:

a. The designated member of the Chair of the Committee on Ethical Standards and Review of Past Presidents, in accordance with established policies and procedures, has certified to the Executive Director that the complaint has been examined and is not a matter for action by the Society; or

b. The member has been cleared of all charges by a Hearing Board under the established procedures of the Society.
B3.2 FEES AND DUES

B3.2.1 The amount of any Application, Entrance, Promotion, or Reinstatement fees will be established by the Board of Governors.

B3.2.2 The dues of any member or the entrance fee of a prospective member may be remitted for any special reason by the Services-Membership staff, with the exception being when a new dues structure is created. In this case, it must be approved by the Board of Governors liaison to the Services-Membership area.

B3.2.2.1 A member may appeal the Services-Membership staff’s decision on the remittance of “dues under special reason” to the Operating Board of the Knowledge and Communities Sector.

B3.2.3 The application fee and that part of the annual dues to be charged to the new member for the fiscal year remaining after the date of notification of approval shall be payable within 30 days after that date. The election process shall not be considered to be complete until receipt of this payment by the Society.

B3.2.4 The annual dues for each ensuing year shall be due and payable on or before the first day of October.

B3.2.5 A statement for annual dues shall be mailed to each member before October 1 each year. Notice of arrears shall be sent thereafter.

B3.2.6 If a member’s dues have remained unpaid for three months, their publications may be withheld.

B3.2.7 Any member whose dues remain unpaid for a period of four months shall be stricken from the roll of membership of the Society.

B3.2.8 If, in the case of nonpayment of dues, the right to receive the publications of the Society or to vote be questioned, the fiscal books of the Society shall be conclusive evidence.

B3.2.9 The Services-Membership staff may restore to membership any person dropped from the rolls for nonpayment of dues upon such conditions as it may deem best, and with the approval of the Board of Governors liaison to the Services-Membership area.

B3.2.10 The Board of Governors shall, from time to time, as seems necessary, establish the dues for a Student Member and the corresponding services rendered.
B3.2.11 A member who has paid dues for 35 years and in addition has (a) reached the age of 65 years, or (b) retired from his or her regular work will be considered a life member.

Life Membership means membership without payment of dues. Upon becoming exempt from dues, the member continues in the previous grade of membership but the word "Life" is added.

Any changes in the life membership criteria are subject to approval of the Board of Governors.

Effective March 18, 2000 and not retroactively, student years of membership will be included in the count of total years of membership as long as the graduated Student Member pays the first year Member dues (continuous membership from Student Member to Member).

B3.2.12 Any member except Student Member may pre-pay dues for life by paying the Society at one time the present worth of an annuity equal to the member's dues for the remaining required dues period.

A prepaid member will become a Life Member 35 years after the date when his or her continuous membership began and in addition has (a) reached the age of 65 years, or (b) retired from his or her regular work.

B3.2.13 A member of a technical society with which the Society has a reciprocal agreement who applies for membership in the American Society of Mechanical Engineers shall not be required to pay any entrance fee. Such an applicant must file formal application for membership and must meet the membership requirements of the grade of membership for which application is made. This exemption shall apply only for entrance to an equivalent or lower grade of membership.
B3.3 VIOLATION OF ETHICS

B3.3.1 Any member who has been found guilty of a charge of violating the Constitution, By-Laws or Code of Ethics of the Society, may be expelled by the affirmative vote of seven members of the Board of Governors after being given the opportunity to be heard.

B3.3.2 The Board of Governors shall vote on the expulsion of any member only upon the recommendation of a Hearing Board appointed to hear the accusation and the defense.

B3.3.3 The Hearing Board which shall hear and present a report upon charges against an accused member, shall be chosen from among the available past Presidents of the Society. Each Hearing Board will be appointed by the President of the Society and will be specific to a particular case. Members of a Hearing Board will continue to serve until the case assigned to that Hearing Board has been completed.
B4.1 GOVERNMENT

B4.1.1.1 The Society and its individual members shall be governed by this Constitution and these By-Laws and by the current Society Policies and procedures established by the Board of Governors, including any amendments that may be made from time to time.

B4.1.1.2 Notwithstanding any other provisions of these articles, the organization is organized exclusively for one or more of the purposes as specified in Section 501(c) 3 of the Internal Revenue Code of 1986, and shall not carry on any activities not permitted to be carried on by an organization exempt from Federal income tax under IRC 501(c) 3 or corresponding provisions of any subsequent Federal tax laws.

B4.1.2.1 Each unit of the Society may specify the requirements for a quorum of that unit in its By-laws, Rules and Procedures or Operation Guide. If no quorum requirements are specified a quorum shall be one half or more of the voting members of the unit.

B4.1.2.2 Every question which shall come before a meeting of any unit of the Society shall be decided by a majority of the votes cast, unless otherwise provided in the Constitution and By-Laws, by the Society Policies, or by the laws of the State of New York.

B4.1.3 The rules contained in the latest edition of Robert’s Rules of Order Newly Revised shall govern the Society in all cases to which they are applicable, when not inconsistent with the Constitution or By-Laws of this Society.

B4.1.4.1 An Annual Report shall be prepared for the fiscal year ending on June 30.

B4.1.4.2 The material included in the portion of the report covering the Society year shall show the following in appropriate detail:
   a. A report by the President;
   b. A listing of the Society Officers;
   c. Summaries of major Society activities; and
   d. A listing of recipients of Society awards.
B4.1.4.3 The material included in the portion of the report covering each fiscal year shall show the following in appropriate detail:

a. The number of Society members at the beginning and end of the fiscal year and a statement of the place where the names and addresses of the members may be found;

b. The assets and liabilities of the Society including trust funds, at the beginning and end of the fiscal year;

c. The revenue or receipts of the Society, both unrestricted and restricted to particular purposes, during the fiscal year; and

d. The expenses or disbursements of the Society for both general and restricted purposes during the fiscal year.

B4.1.4.4 The financial information described in B4.1.4.3 b, c, and d shall be verified by the President and the Treasurer, subject to completion of the annual audit by the outside auditors who are appointed by the Board of Governors and ratified by the membership at the first Business Meeting of each fiscal year.

B4.1.4.5 At the first Business Meeting of each fiscal year, the Annual Report, including the information described in B4.1.4.2 and B4.1.4.3, as verified according to B4.1.4.4, shall be presented by the Executive Director and Treasurer to the members assembled and made available to the membership. The Annual Report shall be filed with the records of the Society, and either a copy or an abstract thereof entered in the minutes of the proceedings of that Business Meeting.

B4.1.5 Any Officer of the Society or member of any sector, board, committee, or other unit of the Society appointed or elected by the Board of Governors or by any unit of the Society may be removed or suspended from such office or membership by the Board of Governors for cause (which shall include, without limitation, violations of fiduciary duty, racial or other improper discrimination, sexual harassment and defamation).

Any Officer of the Society or member of such sector, board, committee or other unit of the Society elected by the corporate membership may be removed for cause only by the vote of the corporate membership, but his or her authority to act as such Officer or member may be suspended by the Board of Governors for cause.

Removal for cause by the Board of Governors shall require an affirmative vote of seven members of the Board of Governors. Suspension for cause shall require the vote of a majority of the members of the Board of Governors present at the time of the vote, provided that a quorum is present.
Written notice shall be given to the person to be removed or suspended for cause as early as practicable and in any event at least five days before any action is to be taken by the Board of Governors. The person to be removed or suspended for cause shall be given an opportunity to present a defense to the Board of Governors.

B4.1.6.1 If a nominee for the Board of Governors is unable to stand for election, the Nominating Committee shall recommend to the Board of Governors another nominee to fill the slate.

If a person elected to the Board of Governors is unable to take office, the Board of Governors shall fill the vacant position by appointment.

If a vacancy occurs on the Board of Governors after an elected Governor has been seated, the Board of Governors shall fill the vacancy by appointment for the unexpired portion of the term.

B4.1.6.2 In filling the office of President, the procedure shall be as follows: The most recent available past President shall act as President pro tem and shall call an executive session of the Board of Governors within one month after the vacancy in the Presidency occurs, at which session the Board of Governors shall elect a President to complete the unexpired portion of the presidential term. The new President shall be chosen from among those who are past Presidents, past or current vice presidents, or past or current members of the Board of Governors.

If for any reason the President-elect is unable to take office or the nominee for President is unable to stand for election, the Nominating Committee shall be convened immediately and select another nominee for the office of President.

Election of a new President-elect shall be by special ballot provided to each corporate member.

B4.1.6.3 If a nominee for vice president is unable to stand for election or if a vice president elect is unable to take office, the Nominating Committee shall recommend to the Board of Governors another nominee to fill the office by appointment.

B4.1.6.4 Any vacancy in the office of senior vice president, Executive Director, Secretary, Treasurer, Assistant Secretary or Assistant Treasurer shall be filled by the Board of Governors.

If a vice president position becomes vacant during an incumbent’s term of office, the Board of Governors shall fill the vacancy by appointment for the unexpired portion of the term. A replacement nominee shall be proposed to the Board of Governors in accordance with the procedures of each sector.
B4.1.7 An act of the Board of Governors which shall have received the expressed or implied sanction of the corporate membership at the following Business Meeting of the Society shall be deemed to be an act of the Society and cannot afterward be impeached by any member.

B4.1.8 A person shall not be an Officer of the Society in two different elective offices at the same time. A person who has been elected to a position of an Officer of the Society shall not be nominated for another elective office of the Society if there is any overlapping of the term of the proposed office with the term of the office to which that person has already been elected. A vice president who has been elected to a term that does not extend more than one year into a new term of senior vice president of a sector is eligible to be appointed as a senior vice president.

B4.1.9 The Board of Governors may create such special committees of the Board as it may deem desirable. The members of such committees shall be appointed by the President with the consent of the Board. Special committees shall have only the powers specifically delegated to them by the Board.

Each special committee of the Board shall serve at the pleasure of the Board. Any or all members of any committee may be removed, with or without cause, by resolution of the Board of Governors, adopted by a majority of the Board.

Any committee may adopt rules governing the method of calling and time and place of holding its meetings. Unless otherwise provided by the Board of Governors, a majority of any committee shall constitute a quorum for the transaction of business, and the act of a majority of the members of the committee present at a meeting at which a quorum is present shall be the act of the committee. Each committee shall keep a record of its acts and proceedings and shall report thereon to the Board of Governors whenever requested to do so.

Any action required or permitted to be taken by the Board of Governors or any special committee thereof may be taken without a meeting if all members of the Board or the committee consent in writing to the adoption of a resolution authorizing the action. The resolution and the written consent thereto shall be filed with the minutes of the proceedings of the Board or the committee.

Any one or more members of the Board of Governors or any special committee thereof may participate in a meeting of the Board or committee by means of a conference telephone, or similar communications equipment, allowing all persons participating in the meeting to hear each other at the time. Participating by such means shall constitute presence in person at the meeting. All members of the
Board of Governors or any special committee thereof must be given adequate prior notice about the arrangements for such meetings.

B4.1.10 The Board of Governors may delegate to the sectors and the standing committees reporting to the Board as established in these By-Laws, for a period of one year, specific responsibilities for the management of one or more programs of the Society, subject to the supervision of the Board and to any limitation prescribed by the Board of Governors or by applicable law.

B4.1.11 Members in office shall continue in their respective offices until their successors have been elected or appointed, and have accepted their offices.
B4.2 NOMINATING COMMITTEE

B4.2.1 The Nominating Committee is charged with the responsibility of nominating members of experience, high standing, and active participation in the work of the Society to those offices specified in Article C4.1.8 of the Constitution. These nominees may be selected from proposals by various units or by individual members in the Society or from the Nominating Committee's own deliberations as it sees fit.

B4.2.2.1 Election to the Nominating Committee takes place at Business Meetings of the Society. At the second Business Meeting of the fiscal year, the President shall present the names of those recommended pursuant to By-Law B4.2.2.3, as applicable, for election to the Nominating Committee. In the event any vacancies occur following that meeting, the President may present the names of those recommended pursuant to By-Law B4.2.2.3, as applicable, for any Nominating Committee vacancies at the first Business Meeting of the new fiscal year. The voting members of the Nominating Committee shall be elected for two years and alternates for one year.

Elected voting members and alternates shall begin their terms at the close of the Business Meeting at which they are elected.

Terms of voting members and alternates will normally end at the close of the Nominating Committee Selection Meeting. However, if the work of a particular Nominating Committee is not finished by that time, terms of that committee will continue until the selection process for which that committee is responsible has been completed.

B4.2.2.2 The Nominating Committee shall consist of one voting member and an alternate selected by each unit of a sector that is led by a Vice President. At the option of a sector, as described in the sector's Operation Guide, one additional alternate may be named by the Sector. In the event that a sector has only one Vice President, that sector may have two voting members and two alternates and may name one additional alternate as determined by the sector Operation Guide. Approximately one-half of the voting members will have terms that expire annually. Nominations for open positions for voting members and alternates shall be made as provided in By-Law B4.2.2.3 and shall be voted upon at the Business Meetings as provided in By-Law B4.2.2.1.

Voting members and alternates shall be of the Member or Fellow grade and not currently serving in any elective office of the Society.
3 Each sector will develop its own procedures for generating proposals for the members and alternates of the Nominating Committee for which that sector has a responsibility, and those procedures shall be specified in the sector operation guide.

4 The Nominating Committee will be assisted by a non-voting group of Advisors consisting of three consenting and available past Presidents who have been out of office for one year or more. These Advisors, selected by the Nominating Committee, shall attend all meetings of the Nominating Committee and participate in all its discussions. At the option of the committee, they may also be present during the casting of votes for the slate of nominees. The functions of this group shall be:

   a. to acquaint the Nominating Committee of the short and long range Society plans;

   b. to make available their experience in, and their knowledge of the requirements for Society offices; and

   c. to answer questions regarding the capabilities of potential nominees in relation to the needs and objectives of the Society.

B4.2.3.1 If a voting member is unable to serve, then an alternate will be identified by the unit from the sector pool of alternates. In the event that no alternates are available in a specific sector, the unit may select its member from another sector pool of alternates in accordance with the Nominating Committee Manual, MM-10.

B4.2.3.2 A person who has been in office as voting member of the Nominating Committee for a term or portion of a term which includes more than one Nominating Committee Selection Meeting is eligible to be proposed for a later term as voting member or alternate only if the later term begins one year or more after the ending of the term in which the person served as a voting member.

B4.2.4 No voting member or alternate shall be considered for nomination to any elective office (President, Governors and vice presidents) of the Society during a term of office on the Nominating Committee, whether or not it is served.

B4.2.5 The names of those elected to serve on the Nominating Committee shall be published by the Executive Director prior to the end of each year, accompanied by a request for proposals for Officers of the Society to be sent to the Nominating Committee. Any changes to the
composition of the Nominating Committee shall be published as soon as possible.

B4.2.6 A vacancy in the Nominating Committee of the Society shall be filled as determined in accordance with B4.2.3.1 and B4.2.2.1.

B4.2.7 Each year, not later than December 1, the Nominating Committee shall submit any proposed changes to Manual MM-10 to the Committee on Organization and Rules for review and recommendation.

B4.2.8 A special nominating committee may be organized by one per cent of the corporate membership of the Society in good standing certifying to the Executive Director in writing their joint intention to organize such a committee.

B4.2.9 Within two weeks following the close of the second Business Meeting of the fiscal year, the Nominating Committee shall deliver to the Executive Director in writing the names of its nominees for the elective offices to be filled at the next election, together with the written consents of the nominees.

B4.2.10 The names of nominees for the various offices proposed by the Nominating Committee and any other special nominating committee shall be published by the Executive Director immediately after the receipt of the report of the Nominating Committee or the special nominating committee.

B4.2.11 Names of any nominees presented by any special nominating committee must be in the hands of the Executive Director by the first Tuesday in August of each year, and must be accompanied by the written consent of each nominee.

B4.2.12 Any member of the Society or any organized unit of the Society may propose and is encouraged to propose, directly to the Nominating Committee, nominees for President, vice president, or the Board of Governors.
B4.3 OFFICERS

B4.3.1 The Officers shall perform the duties regularly or customarily attached to their offices under the laws of the State of New York, and such other duties as may be required of them by the Board of Governors or the Constitution and By-Laws.

B4.3.2 The President shall be the chief elected Officer of the Society. He or she shall preside at all Business meetings of the Society and of the Board of Governors, and shall have such other powers and perform such other duties as the Board of Governors may from time to time prescribe.

If the President is unable to preside at any meeting of the Board of Governors, the immediate past President shall preside. If that is not possible, the Board shall elect one of its voting members to be Chair of the meeting.

If the President is unable to preside at any Business Meeting of the Society, the immediate past President shall preside. If that is not possible, then the next most-recent available past President shall preside.

The term of the President shall begin at the close of the second Business Meeting of the fiscal year at a time designated by the Board of Governors.

B4.3.3 Each vice president shall have such powers and perform such duties as the Board of Governors may from time to time prescribe.

B4.3.4.1 The Treasurer shall be the chief financial Officer of the Society, and shall have such powers and perform such duties as the Board of Governors may from time to time prescribe. The Treasurer shall supervise, review and audit the activities of the Assistant Treasurer in carrying out the assigned duties as generally are incident to the position of Assistant Treasurer or as may be otherwise assigned to him or her by the Treasurer or the Board of Governors. The Treasurer shall be a volunteer member of the Society.

B4.3.4.2 The Assistant Treasurer shall have charge of all funds and securities of the Society, shall endorse the same for deposit or collection when necessary and deposit the same to the credit of the Society in such banks or depositories as the Board of Governors may authorize. He or she may endorse all commercial documents requiring endorsements for or on behalf of the Society and may sign all receipts and vouchers for payments made to the Society. He or she shall have all such further powers and duties as generally are incident to the position of Assistant Treasurer or as may be assigned to him or her by the Treasurer or the Board of Governors. In the absence or inability to act

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of the Treasurer, the Assistant Treasurer may perform all the duties and exercise all the powers of the Treasurer. The performance of any such duty shall, in respect of any other person dealing with the Society, be conclusive evidence of his or her power to act. The Assistant Treasurer shall be an employee of the Society.

**B4.3.5** The Executive Director shall be the chief operating Officer of the Society, an ex officio member of the Board of Governors without vote, and shall have such powers and perform such duties as the Board of Governors may from time to time prescribe.

**B4.3.6.1** The Secretary shall have the responsibility for the records of the Society, and shall have such powers and perform such duties as the Board of Governors may from time to time prescribe. The Secretary shall supervise, review and audit the activities of the Assistant Secretary in carrying out the assigned duties as generally are incident to the position of Assistant Secretary or as may be otherwise assigned to him or her by the Secretary or the Board of Governors. The Secretary shall be a volunteer member of the Society.

**B4.3.6.2** The Assistant Secretary shall have all such powers and duties as generally are incident to the position of Assistant Secretary or as may be assigned to him or her by the Secretary or by the Board of Governors. In the absence or inability to act of the Secretary, the Assistant Secretary may perform all the duties and exercise all the powers of the Secretary. The performance of any such duties shall, in respect of any other person dealing with the Society, be conclusive evidence of his or her power to act. The Assistant Secretary shall be an employee of the Society.

**B4.3.7** The Executive Director shall receive a salary that shall be fixed by the Board of Governors.

**B4.3.8** Among the Officers of the Society, there shall be the following vice presidents:

- **Vice President for Education**
- **Vice President for Global Outreach**
- **Vice President for Government Relations**
- **Vice President for Students and Early Career**
- **Vice President for Leadership and Diversity**
- **Vice President for Career and Professional Advancement**
- **Vice President for Public Awareness**

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Vice President for Conformity Assessment
Vice President for Nuclear Codes and Standards
Vice President for Pressure Technology Codes and Standards
Vice President for Safety Codes and Standards
Vice President for Standardization and Testing
Vice President for International Gas Turbine Institute
Vice President for International Petroleum Technology Institute
Vice President for Affinity Communities
Vice President for Financial Operations
Vice President for Global Communities
Vice President for Programs & Activities

Vice President for Technical Communities

The term of each vice president shall be three years, beginning and ending at the second Business Meeting of the fiscal year. The terms of approximately one-third of the vice presidents shall end each year, according to a schedule approved by the Board of Governors.
**B4.4 FUNDS**

B4.4.1 All funds received shall be directed to the office of the Assistant Treasurer for proper recording and deposit in authorized bank accounts.

B4.4.2 All amounts due from members and others shall be collected by the office of the Assistant Treasurer.

B4.4.3 Funds may be solicited from sources outside of the Society for the conduct of research.

B4.4.4 No gifts or bequests to the Society shall be accepted until they have been approved by the Board of Governors. Upon receipt, such gifts shall be invested and either the capital and/or the income shall be used for the specific purpose for which the gift was designated.

B4.4.5 The Committee on Finance and Investment, under the direction of the Board of Governors, shall be responsible for the management of the securities of the Society.

B4.4.6 All payments for expenditures shall be made by the office of the Assistant Treasurer upon proper authorization, in accordance with the budget adopted by the Board of Governors.

B4.4.7 The Assistant Treasurer shall regularly report to the Committee on Finance and Investment the total expenditures incurred against each appropriation in the adopted budget. The Committee on Finance and Investment will report the financial position of the Society to the Board of Governors.

B4.4.8 Any contract or other obligation to pay money in the work of the Society shall be valid only when signed by the Executive Director, the Assistant Treasurer or, the Second Assistant Treasurer.

B4.4.9 The accounts of the Society shall be audited annually by a certified public accountant appointed by the Board of Governors and ratified by the corporate membership.

B4.4.10 No part of net earnings of the organization shall inure to the benefit of any member, trustee, director, officer of the organization, or any private individual (except that reasonable compensation may be paid for the services rendered to or for the organization), and no member, trustee, officer of the organization or any private individual shall be entitled to share in the distribution of any of the organization's assets on dissolution of the organization.
B4.4.11 In the event of dissolution, all of the remaining assets and property of the organization shall, after payment of necessary expenses thereof, be distributed to such organizations as shall qualify under section 501(c) 3 of the Internal Revenue Code of 1986.
B5.1 SECTORS, BOARDS/COUNCILS, AND COMMITTEES

B5.1.1 Each sector will be led by a sector board or council.

B5.1.2 Subject to the approval of the Board of Governors, each sector shall have the power to establish its boards and committees.

B5.1.3 Each board or committee, as described in the By-Laws, shall perform the duties prescribed therein, and those assigned to it by the sector to which it reports.

B5.1.4 The primary role of volunteer members of boards and committees will be to determine policies, develop programs, conduct studies, prepare reports, and advise the sector to which that board or committee reports on matters pertaining to specific assignments.

B5.1.5 The primary role of staff assigned to boards and committees is to implement actions that are required to meet the objectives of the board or committee on a continuing basis. Working under broad lines of policy established by the board or committee, the staff will initiate programs, actively engage in the work, and make operating decisions necessary to carry forward the programs in a dynamic and efficient manner.

B5.1.6 A sector may terminate membership, other than ex officio membership, on any board or committee because of continued absence of the member.

B5.1.6.1 The Board of Governors shall appoint all members of the sector board or council except the elected vice presidents and members ex officio.

B5.1.6.2 Each sector board or council shall approve all appointments to boards and committees which report directly to that sector board or council.

B5.1.6.3 Any sector board or council or board may have standing or special committees to assist in the conduct of its affairs.

B5.1.6.4 Any sector board or council, board, or committee may have non-voting advisory members.

B5.1.6.5 Any committee may appoint subcommittees. To serve on a subcommittee it is not necessary to be a member of the parent committee.

B5.1.7 A member of a board or committee whose term of office has expired shall continue to serve until a successor has been elected or appointed unless the board or committee has been terminated.
B5.1.8 Prior to the end of each fiscal year, each sector and each committee reporting to the Board of Governors shall submit to the Executive Director, for delivery to the Board of Governors a written report of its work.
B5.2 SECTORS AND COMMITTEES REPORTING TO THE BOARD OF GOVERNORS

B5.2.1 The sectors reporting to the Board of Governors shall be the Centers Sector, the Standards and Certification Sector, the Institutes Sector, the Knowledge and Community Sector and the Strategic Management Sector
and Outreach Sector.

Each sector shall be led by a council, sector board or sector operating board. The Council, Sector Board, or Sector Operating Board of each sector shall consist of such voting members as specified in the sector By-Laws. Individuals, as may be required or designated pursuant to any statute, regulation, or court order or consent decree may also be voting or non-voting members of a sector Council, Sector Board or Sector Operating Board. A member of the senior staff of the sector, if any, may be a voting member of the sector Council, Sector Board or Sector operating Board. The sector Council, Sector Board or Sector Operating Board may designate both volunteer and staff non-voting members.

The duties and responsibilities of the sectors shall be as designated from time to time by the Board of Governors. Each sector shall maintain its own operation guide as prescribed by Society Policy. Each sector shall be chaired by a senior vice president who shall serve a term of three years. Additional service as the same senior vice president may occur after an interruption of one or more years or following a partial term. Senior vice presidents shall attend meetings of the Board of Governors without vote.

B5.2.2 The following Standing Committees shall report to the BOG and shall be appointed by the Board of Governors or the President as determined in the By-Laws: Committee on Organization and Rules, Committee on Finance and Investment, Committee on Executive Director Evaluation and Staff Compensation, Committee on Governance, Committee on Honors, and the Committee of Past Presidents. Each Standing Committee shall maintain its own operation guide as prescribed by Society Policy.

B5.2.7.1 The Committee on Governance (COG) under the direction of the Board of Governors, shall have the responsibility to identify and recommend appropriate training and orientation for members of the Board of Governors and to evaluate and recommend Board structures and processes that will encourage efficient and effective Board operation, governance, and decision-making practices.

B.5.2.7.2 The COG membership will consist of the Immediate Past President and three governors appointed by the President, one from each governor term. The Senior Governor will serve as the Chair.

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B5.2.3.1 The Committee on Organization and Rules, under the direction of the Board of Governors, shall ensure that the Society is organized and supplied with qualified leadership to serve the current and anticipated future needs of the membership, and shall reexamine regularly the Constitution, By-Laws and Policies of the Society.

B5.2.3.2 The Committee on Organization and Rules shall consist of a Chair, a Vice Chair and a membership as determined by the Board of
Governors.

B5.2.4.1 The Committee on Finance and Investment, under the direction of the Board of Governors, shall supervise the financial and investment affairs of the Society, and shall support the Board and its committees by conducting an annual review of the Society’s budgets.

B5.2.4.2 The Committee on Finance and Investment shall consist of a Chair, a Vice Chair and a membership as determined by the Board of Governors.

The Treasurer shall be an ex officio member of the Committee with vote and a representative from the ASME Foundation shall be an ex officio member with vote only on items pertaining to investments. The Assistant Treasurer shall be an ex officio member of the Committee without vote.

B5.2.4.3 The Audit Committee shall consist of: the Chair of the Committee on Finance and Investment; one additional member of the Committee on Finance and Investment, a Governor appointed by the President, the President nominee/elect and the Treasurer. The Executive Director and the Assistant Treasurer shall be ex officio members of the Committee without vote.

At the close of each fiscal year, the Audit Committee shall review with the external auditor the audited financial statements.

B5.2.5.1 The Committee on Executive Director Evaluation and Staff Compensation, under the direction of the Board of Governors, has specific responsibility for making recommendations to the Board regarding the Executive Director’s performance planning and evaluation and for making recommendations to the Board regarding the Executive Director’s compensation, including salary and bonus recommendations.

The Committee shall also have the responsibility to advise the Board of Governors on activities of the Society’s staff regarding: staff compensation, including bonus programs; volunteer evaluations of staff; staff planning and organization; staff training and development; staff and retiree benefit programs, including pension plans. The committee will also be responsible for staff related Society Policies P-7.1, (Recognition of Staff Members - 5 Years or More of Service) and P-7.2, (Staff Employment Guidelines).

In addition, the Committee has oversight responsibilities for the Pension Plan Trustees.

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B5.2.5.2 The Committee shall consist of the President, the President-nominee/elect, the Immediate Past President, three current Board members at-large (serving staggered terms on the Board), and one member-at-large (who served on the Board of Governors or as a Past President of ASME). The President-nominee/elect and Immediate Past President are ex-officio members of the committee with vote. The President is an ex-officio member of the Committee, without vote. The Immediate Past-President shall be the Chair. Although the ASME Treasurer, the Executive Director and the Managing Director, Human Resources, are not members of the Committee, they will be available to the Committee for consultation as needed.

The term of each of the current Board members at-large expires when his/her Board term expires. The term of the at-large member is for one year, based on an appointment by the President, is not eligible for reappointment and ends at the close of the second society-wide meeting, on a schedule established by the Committee on Executive Director Evaluation and Staff Compensation.

B5.2.6.1 The Pension Plan Trustees, under the direction of the Committee on Executive Director Evaluation and Staff Compensation, shall have responsibility, as specified in the American Society of Mechanical Engineers Pension Plan, for the investment and ultimate distribution of the funds and may also act as Plan agent for the service of legal process.

The Pension Plan Trustees shall consist of five members: the Treasurer of ASME; the Assistant Treasurer, and three at-large members recommended by the Committee on Executive Director Evaluation and Staff Compensation for appointment by the Board of Governors.

The terms of the at-large members shall be three years ending at the close of the second Society-Wide Meeting on a schedule established by the Committee on Executive Director Evaluation and Staff Compensation. Members-at-large may serve no more than two consecutive full terms.

B5.2.7.1 The Committee on Governance (COG) under the direction of the Board of Governors, shall have the responsibility to identify and recommend appropriate training and orientation for members of the Board of Governors and to evaluate and recommend Board structures and processes that will encourage efficient and effective Board operation, governance, and decision-making practices.

B.5.2.7.2 The COG membership will consist of the Immediate Past President and three governors appointed by the President, one from each governor term. The Senior Governor will serve as the Chair.

B5.2.8.1 The Committee on Honors, under the direction of the Board of Governors, shall recommend properly selected candidates for honors, medals, Honorary Members, and awards, and as required shall recommend recipients of
joint awards, all subject to approval by the Board of Governors. However, the Board may delegate to the Committee on Honors the power to approve candidates for any honor, medal or award other than Honorary Member or ASME Medalist. The Committee on Honors shall consist of a Chair and Vice Chair and a membership as determined by the Board of Governors. The Chair of the General Awards Committee shall be an ex officio member with vote.

B5.2.8.2 The General Awards Committee, under the direction of the Committee on Honors, shall seek candidates for all honors and awards except Honorary Members, the ASME Medal, and division awards, and shall screen nominations and make recommendations to the Committee on Honors.

The General Awards Committee shall consist of a Chair, a Vice Chair and a membership as determined by the Committee on Honors.

B5.2.9.1 Other Society award committees, including special award committees, shall in accordance with the policies and procedures administered by the Committee on Honors, seek nominees for honors in their several areas of interest, shall screen nominations, and make recommendations to the Committee on Honors.

B5.2.9.2 The Committee of Past Presidents, under the direction of the Board of Governors, shall elect Fellows, oversee the ethical practice of engineering, and provide guidance on matters where its experience may be useful, upon request by the President, Board of Governors, and other units of the Society.

The Committee shall consist of all living Past Presidents. The Officers of the Committee shall be the Chair, the Vice Chair, and the Secretary.
B5.3 CENTERS PUBLIC AFFAIRS AND OUTREACH SECTOR

B5.3.1.1 The Centers Sector Public Affairs and Outreach Sector, under the direction of the Board of Governors, is responsible for the activities of the Society relating to ASME’s obligation to support the growth, vitality and diversity of mechanical and multi-disciplinary engineering, to cultivate future leaders, and to celebrate the contribution of engineers to the well-being of humankind. The coordinated outreach to industry, government, education, and the public as well as initiatives that address diversity and humanitarian programs. The Centers Sector Public Affairs and Outreach Sector will maintain a current Sector Operation Guide that will contain operational details of the Centers Sector Public Affairs and Outreach Sector that are not in these By-Laws.

B5.3.1.2 The Centers Sector Public Affairs and Outreach Sector shall be led by a Sector Board Council that consists of the following voting membership: a Senior Vice President as Chair; one or two members at-large; the Vice Presidents for the following Boards: Education; Global Outreach; Government Relations; and Students and Early Career Leadership and Diversity; Career and Professional Advancement; Public Awareness and the Chairs of the following: Industry Advisory Board; Innovation Committee; Strategic Issues Committee; Diversity Strategy Committee; and the Managing Director, Centers. The non-voting membership of the Sector Board shall consist of the lead staff support for the four Centers as stated in B5.3.2.1. The Associate Executive Director, Strategy and Outreach, is a non-voting member.

B5.3.1.3 The incoming Senior Vice President, Centers Public Affairs and Outreach, shall be nominated by the Centers Sector Board Public Affairs and Outreach Council from among its past or present Vice Presidents and members-at-large, volunteer members for appointment by the Board of Governors for a term of three years. In the event that a past or present Vice President or member-at-large, volunteer member is not available from the Public Affairs and Outreach Council, then the Board shall defer to the Board of Governors for the selection. Vice Presidents who have been elected to a term that extends more than one year into a new term of the Senior Vice President of Public Affairs and Outreach, the Centers are not eligible to become the Senior Vice President.

B5.3.1.4 The members-at-large shall be appointed by the Board of Governors, as recommended by the Public Affairs and Outreach Council, Centers Sector Board. The term of the members-at-large shall be one year.

B5.3.2.1 The following Centers Boards will report directly to the Centers Sector Board: Public Affairs and Outreach Council; Center for Board on Education; Center for Leadership and Diversity; Center for Career and Professional Advancement; and Center for Public Awareness.
Advisory Board; and the Board on Students and Early Career.

B5.3.2.2 The Center for Board on Education, under the direction of the Centers Sector Board Public Affairs and Outreach Council, is responsible for the activities of the Society that relate to engineering education and pre-college education. The Center Board shall consist of a Vice President, Education as Chair and a membership as determined by the Public Affairs and Outreach Council, Centers Sector Board.
B5.3.2.3 The Center for Leadership and Diversity, under the direction of the Centers Sector Board, shall promote diversity and inclusion throughout the Society and is responsible for the Society's activities that relate to leadership development. The Center shall consist of the Vice President, Leadership and Diversity as Chair, and a membership to be determined by the Centers Sector Board.

B5.3.2.4 The Center for Career and Professional Advancement under the direction of the Centers Sector Board, is responsible for the activities of the Society that relate to the professional development of engineers and engineering students, the advancement of professional practice and the ethical practice of engineering. The Center shall consist of a Vice President, Career and Professional Advancement as Chair and a membership as determined by the Centers Sector Board.

B5.3.2.5 The Center for Public Awareness under the direction of the Centers Sector Board, is responsible for the activities of the Society that relate to public awareness of engineering and humanitarian programs. The Center Board shall consist of a Vice President, Public Awareness—Global Outreach as Chair and a membership as determined by the Centers Sector Board.

B5.3.2.6 The Board on Government Relations, under the direction of the Public Affairs and Outreach Council, is responsible for the development of programs for interaction between the Society and government at all levels. The Board shall consist of a Vice President, Government Relations as Chair and a membership as determined by the Public Affairs and Outreach Council. The Board on Government Relations shall recommend policies and procedures, and supervise activities that involve Society interaction with government entities.

B5.3.2.7 The Board on Students and Early Career, under the direction of the Public Affairs and Outreach Council, is responsible for development of programs that relate to students and early career engineers. The Board shall consist of a Vice President, Students and Early Career as Chair and a membership as determined by the Public Affairs and Outreach Council.

B5.3.2.8 The Industry Advisory Board, under the direction of the Public Affairs and Outreach council, is responsible for providing a voice for industry within ASME through the communication and advocacy of industry needs. The Industry Advisory Board shall consist of a Chair and Vice Chair, appointed by the Senior Vice President of the Public Affairs and Outreach Council.

The following committees shall report directly to the Public Affairs and
Outreach Council: Innovation Committee; Strategic Issues Committee and Diversity Strategy Committee.

B5.3.2.7.18 The Innovation Committee, under the direction of the Public Affairs and Outreach Council, shall provide insight through internal and external sources for innovations that further ASME strategic objectives. The Committee will consist of a Chair, appointed by the Senior Vice President, Public Affairs and Outreach and a membership as determined by the Public Affairs and Outreach Council.

B5.3.2.7.29 The Strategic Issues Committee, under the direction of the Public Affairs and Outreach Council, shall provide internal and external sources to support environmental scanning, competitive intelligence and best practices, and keep the Society informed on strategic issues, opportunities, trends and initiatives. The committee shall consist of a Chair, appointed by Senior Vice President, Public Affairs and Outreach and a membership, as determined by the Public Affairs and Outreach Council.

B5.3.2.7.340 The Diversity Strategy Committee, under the direction of the Public Affairs and Outreach Council, shall provide insight and advice into promoting diversity within ASME and mechanical engineering. The Committee will consist of a chair, appointed by the Senior Vice President, Public Affairs and Outreach and a membership, as determined by the Public Affairs and Outreach Council.
**B5.4 STANDARDS AND CERTIFICATION SECTOR**

**B5.4.1.1** The Standards and Certification Sector, under the direction of the Board of Governors, is responsible for the activities of the Society relating to codes and standards, including related conformity assessment programs. The Standards and Certification Sector will maintain a current Sector Operation Guide that will contain operational details of the Standards and Certification Sector that are not in these By-Laws.

**B5.4.1.2** The Standards and Certification Sector shall be led by a Council that consists of the following voting membership: a Senior Vice President as Chair; two Vice Chairs; no more than twelve members-at-large; the Vice Presidents for the following Boards: Standardization and Testing, Nuclear Codes and Standards, Pressure Technology Codes and Standards, Safety Codes and Standards, and Conformity Assessment; one representative each (preferably the Chair) from the Board on Hearings and Appeals and the Board on New Development. The nonvoting membership of the Council shall consist of the Associate Executive Director and the Managing Directors, Standards and Certification.

**B5.4.1.3** The incoming Senior Vice President of Standards and Certification shall be nominated by the Standards and Certification Council from among its past or present Vice Presidents and members-at-large for appointment by the Board of Governors for a term of three years. In the event that a past or present Vice President or member-at-large is not available from the Standards and Certification Council, then the Council shall defer to the Board of Governors for the Senior Vice President selection. Vice Presidents who have been elected to a term that extends more than one year into a new term of the Senior Vice President of Standards and Certification are not eligible to become the Senior Vice President.

**B5.4.1.4** The twelve members-at-large and the Vice Chairs shall be appointed by the Board of Governors, as recommended by the Standards and Certification Council. The term of each member-at-large and Vice Chair shall be three years, with the terms of one-third of the members-at-large ending at the close of the second Business Meeting of the fiscal year. The representatives (preferably the Chair) from the Board on Hearings and Appeals and the Board on New Development shall be appointed by the Board of Governors, acting upon a recommendation from the Standards and Certification Council. The term of each representative shall be three years, ending at the close of the second Business Meeting of the fiscal year.
B5.4.2.1 The following Boards will report directly to the Standards and Certification Council: Board on Standardization and Testing, Board on Nuclear Codes and Standards, Board on Pressure Technology Codes and Standards, Board on Safety Codes and Standards, Board on Conformity Assessment, Board on New Development, Energy and Environmental Standards Advisory Board, Board on Codes and Standards Operations, Board on Strategic Initiatives, and the Board on Hearings and Appeals.

B5.4.2.2 The Boards on Standardization and Testing; Nuclear Codes and Standards; Pressure Technology Codes and Standards; Safety Codes and Standards; New Development and Conformity Assessment shall supervise the development of codes and standards within their respective charters, including the development of conformity assessment criteria for applicable codes and standards. The Board on Conformity Assessment shall also supervise the administration of conformity assessment programs. The Energy and Environmental Standards Advisory Board shall coordinate initiation of new Standards and Certification products and services addressing global energy and environmental needs. The Board on Codes and Standards Operations shall approve on behalf of the Council, matters of procedures and personnel, and shall advise the Council on operational matters, including honors, information services, legal considerations, continuous improvement, and planning. The Board on Strategic Initiatives shall advise the Council on trends, implications, strategic issues and planning. The Board on Hearings and Appeals shall be a forum for appeals resulting from grievances related to procedural due process in codes, standards, accreditation, registration, and certification activities.

B5.4.2.3 The Boards on Standardization and Testing; Nuclear Codes and Standards; Pressure Technology Codes and Standards; Safety Codes and Standards; and Conformity Assessment shall each consist of a Vice President as Chair; one or more Vice Chairs, and a membership, as determined by the Standards and Certification Council. The Board on New Development and the Energy and Environmental Standards Advisory Board shall each consist of a Chair, a Vice Chair, and a membership, as determined by the Standards and Certification Council. The Board on Codes and Standards Operations shall consist of the Vice Chair, Operations of the Standards and Certification Council as Chair, the Chair of the Board on Hearings and Appeals as Vice Chair, and a membership, as determined by the Standards and Certification Council. The Board on Strategic Initiatives shall consist of the Vice Chair, Strategic Initiatives of the Standards and Certification Council as Chair, a Vice Chair, and a membership, as determined by the Standards and Certification Council. The Board on Hearings and Appeals shall consist of a Chair, and a
membership, as determined by the Standards and Certification Council.

B5.4.2.4 The Board on New Development shall report directly to the Standards and Certification Council and shall evaluate potential new opportunities, products and services, and make recommendations to the Standards and Certification Council.
B5.5 INSTITUTES SECTOR

B5.5.1.1 The Institutes Sector, under the direction of the Board of Governors, is responsible for the activities of the Society relating to ASME Institutes and ASME business and unit incubation activities. The Institutes Sector will maintain a current Sector Operation Guide that will contain operational details of the Institutes Sector that are not in these By-Laws.

B5.5.1.2 The Institutes Sector shall be led by a Sector Board that consists of the following voting membership: a Senior Vice President as Chair; the Vice Presidents and the Board Chairs for the following Institutes: International Gas Turbine Institute (IGTI) and International Petroleum Technology Institute (IPTI), and the Managing Director of Institutes. The non-voting membership of the Sector Board shall consist of the Board Vice Chairs for IGIT and IPTI and the most senior ASME staff from each Institute.

B5.5.1.3 The incoming Senior Vice President of Institutes shall be nominated by the Institutes Sector Board from among its past or present Vice Presidents for appointment by the Board of Governors for a term of three years. In the event that a past or present Vice President is not available from the Institutes Sector Board, then the Sector Board shall defer to the Board of Governors for the Senior Vice President selection. Vice Presidents who have been elected to a term that extends more than one year into a new term of the Senior Vice President of the Institutes are not eligible to become the Senior Vice President.

B5.5.2.1 The following Institutes will report directly to the Institutes Sector Board: IGTI and IPTI. Each of these Institutes will adopt its own operation guide, for the conduct of its affairs, which must be in harmony with the Constitution and By-Laws and Society Policies of ASME. An up-to-date copy of each Institute's operation guides shall be filed with the Managing Director, Institutes.

B5.5.2.2 IGTI is responsible for the gas turbine related activities of the Society and shall be governed by a Board.
B5.5.2.3 IPTI is responsible for the oil, gas and petroleum related activities of the Society and shall be governed by a Board.
B5.6 KNOWLEDGE AND COMMUNITY SECTOR

B5.6.1.1 The Knowledge and Community Sector, under the direction of the Board of Governors, is responsible for the activities of the Society relating to engineering communities in the promotion of the art, science, and practice of multidisciplinary engineering and allied sciences by providing member-focused products, services, technical knowledge, and networking opportunities. The Knowledge and Community Sector will maintain a current Sector Operation Guide that will contain operational details of the Knowledge and Community Sector that are not in these By-Laws.

B5.6.1.2 The Knowledge and Community Sector shall be led by a Sector Operating Board that consists of the following voting membership: a Senior Vice President as Chair; the Vice Presidents for the following Boards: Technical Communities, Global Communities, Affinity Communities, Financial Operations, and Programs and Activities, and the Chairs from the Committee on Information and Communication and the Committee on Representation and Governance. The non-voting membership of the Sector Operating Board shall include the Managing Director. The Sector Operating Board may appoint additional non-voting members.

B5.6.1.3 The incoming Senior Vice President of Knowledge and Community Sector shall be nominated by the Knowledge and Community Sector Operating Board from among past or present Vice Presidents for appointment by the Board of Governors for a term of three years. In the event that a past or present Vice President is not available, then the sector operating Board shall defer to the Board of Governors for the Senior Vice President selection. Vice Presidents who have been elected to a term that extends more than one year into a new term of the Senior Vice President of Knowledge and Community Sector are not eligible to become the Senior Vice President.

B5.6.2.1 The following Boards will report directly to the Knowledge and Community Sector Operating Board; Board on Technical Communities, Board on Global Communities, Board on Affinity Communities, Board on Financial Operations, and Board on Programs and Activities.
B5.6.2.2 The Board on Technical Communities shall guide the technically oriented activities of the Knowledge and Community Sector.

The Board shall consist of the Vice President for Technical Communities and a membership to be determined by the Knowledge and Community Sector operating Board.

B5.6.2.3 The Board on Global Communities shall guide the geographic activities of the Knowledge and Community Sector.

The Board shall consist of the Vice President for Global Communities and a membership to be determined by the Knowledge and Community Sector Operating Board.

B5.6.2.4 The Board on Affinity Communities shall guide the affinity and emerging activities of the Knowledge and Community Sector.

The Board shall consist of the Vice President for Affinity Communities and a membership to be determined by the Knowledge and Community Sector Operating Board.

B5.6.2.5 The Board on Financial Operations shall prepare and monitor strategic goals, business plans, and budget activities of the Knowledge and Community Sector.

The Board shall consist of the Vice President for Financial Operations and a membership to be determined by the Knowledge and Community Sector Operating Board.

B5.6.2.6 The Board on Programs and Activities shall: promote the development and establishment of programs; develop business methods and goals; and serve as a resource to operating units and to promote collaboration between operating units’ activities of the Knowledge and Community Sector.

The Board shall consist of the Vice President for Programs and Activities and a membership to be determined by the Knowledge and Community Sector Operating Board.

B5.6.2.7 The following committees shall report directly to the Knowledge and Community Sector Operating Board: Committee on Information and Communication and the Committee on Representation and Governance.
B5.6.2.8 The Committee on Information and Communication, under the direction of the Knowledge and Community Sector operating Board, shall be responsible for the flow of information, publicity and communication for the Knowledge and Community Sector; and Knowledge and Community Sector appointments to other Society units and external organizations.

The Committee will consist of a Chair, nominated by the Knowledge and Community Sector Senior Vice President and confirmed by the Board of Governors, and a membership as determined by the Knowledge and Community Sector Operating Board.

B5.6.2.9 The Committee on Representation and Governance, under the direction of the Knowledge and Community Sector Operating Board, shall facilitate the identification, recruitment, development and training of current and future Knowledge and Community leaders; maintain a current Operation Guide for the Knowledge and Community Sector; facilitate Knowledge and Community Sector unit recognitions and honors; and facilitate the governance related activities of the Knowledge and Community Sector.

The Committee will consist of a Chair, nominated by the Knowledge and Community Sector Senior Vice President and confirmed by the Board of Governors, and a membership as determined by the Knowledge and Community Sector Operating Board.
B5.7 STRATEGIC MANAGEMENT SECTOR

B5.7.1.1 The Strategic Management Sector, under the direction of the Board of Governors, is responsible for the activities of the Society relating to identification, capture and transfer of knowledge that will support ASME's strategic planning and the development of Society-wide initiatives to address ASME's strategic priorities. The Strategic Management Sector will maintain a current Sector Operation Guide that will contain operational details of the Strategic Management Sector that are not in these By-Laws.

B5.7.1.2 The Strategic Management Sector shall be led by a Council that consists of the following voting membership: Senior Vice President as Chair; Vice President, Government Relations; Chair, Industry Advisory Board; Chair, Innovation Committee; Chair, Strategic Issues Committee; and two Members-at-Large. The Members-at-Large shall serve one-year terms, and may be re-appointed for up to three terms. The non-voting membership of the Council shall consist of the Associate Executive Director, Strategy and Outreach; Managing Director, Innovation; Director, Strategic Issues and Special Projects; and Director, Government Relations.

B5.7.1.3 The incoming Senior Vice President, Strategic Management shall be nominated by the Strategic Management Council from among its present or past volunteer members for appointment by the Board of Governors for a term of three years. In the event that a past or present volunteer member is not available from the Council, then the Board shall defer to the Board of Governors for the selection. A Vice President who has been elected to a term that extends more than one year into a new term of the Senior Vice President, Strategic Management is not eligible to become the Senior Vice President.

B5.7.2.1 The following boards will report directly to the Strategic Management Council: Board on Government Relations; and Industry Advisory Board.

B5.7.2.2 The Board on Government Relations, under the direction of the Strategic Management Council, is responsible for development of programs for interaction between the Society and government at all levels. The Board on Government Relations shall recommend policies and procedures, and supervise activities that involve Society interaction with government entities.
The Board shall consist of the Vice President for Government Relations and a membership to be determined by the Strategic Management Council.

B5.7.2.3 The Industry Advisory Board, under the direction of the Strategic Management Council, is responsible for providing a voice for industry within ASME through the communication and advocacy of industry needs.

The Industry Advisory Board will consist of a Chair and Vice Chair, appointed by the Senior Vice President, Strategic Management and a membership, as determined by the Strategic Management Council.

B5.7.2.4 The following committees shall report directly to the Strategic Management Council: Strategic Initiatives and Innovation Committee; and Strategic Issues Committee.

B5.7.2.5 The Innovation Committee, under the direction of the Strategic Management Council, shall provide insight through internal and external sources for breakthrough innovations that further ASME strategic objectives.

The Committee will consist of a Chair, appointed by the Senior Vice President, Strategic Management and a membership, as determined by the Strategic Management Council.

B5.7.2.6 The Strategic Issues Committee, under the direction of the Strategic Management Council, shall provide insight through internal and external sources to support environmental scanning, competitive intelligence and best practices, and keep the Society informed on strategic issues, opportunities, trends and initiatives.

The Committee will consist of a Chair, appointed by the Senior Vice President, Strategic Management and a membership, as determined by the Strategic Management Council.

**Distributed June 3, 2011**
B5.8 SOCIETY REPRESENTATION

B5.8.1 The Board of Governors or a council, sector board or sector operating board may appoint a member or members of the Society to represent it at meetings of societies of kindred aim or at public functions. If time does not permit action by the Board of Governors or by a council, sector board, or sector operating board, such appointment may be made by the President or by the chair of a sector.

B5.8.2 The Board of Governors may appoint a member or members of the Society to represent the Society on committees organized by other societies, Government departments, or other groups.

B5.8.3 The Board of Governors may appoint such a number of members of the Society to represent the Society on Boards of award of any joint activity recognized by the Board of Governors, as may be required by the by-laws of those activities.

B5.8.4 Officers of the Society are authorized to represent the Society and the Board of Governors to outside parties in announcing and communicating board-stated policy, positions and endorsements, and in announcing decisions and interpretations within any area(s) delegated to them by the Board.

B.5.8.5 No officer or other member of the Society acting under B5.8.1 through B5.8.4 shall espouse, support or endorse any position on behalf of the Society, or otherwise bind the Society in any manner, except (a) in accordance with Society Policies; or (b) to the extent previously approved by the Board of Governors.
B6.1 MEETINGS OF THE SOCIETY

B6.1.1 All meetings of the Society primarily for the presentation and discussion of technical papers shall be under the direction of the Council, Sector Board or Sector Operating Board of one or more of the sectors as appropriate.

B6.1.2 A notice of each Business Meeting, shall be given by the Executive Director to each member either by written communication or other announcement. If such notice is given personally or by first class mail it shall be given not less than 10 nor more than 50 days before the date of the meeting. If the notice is mailed by any other class of mail it shall be given not less than 30 nor more than 60 days before such date.

B6.1.3 The first Business Meeting of each fiscal year shall be the legal annual meeting of the Society for the purpose of the election of officers at which time all corporate members shall have the opportunity to vote in person or by proxy for nominees proposed by the Nominating Committee or for nominees proposed by any duly constituted special nominating committee.
B6.2 VOTING AT OR BY PROXY AT THE FIRST BUSINESS MEETING OF THE FISCAL YEAR

B6.2.1  At least 60 days prior to the first Business Meeting of the fiscal year, the Executive Director shall mail a proxy to each corporate member. This proxy shall solicit the authorization by such member for the three most recent available past Presidents or any one of them to exercise the vote of the corporate member for the election of Officers and for any other business that is presented to the first Business Meeting of the fiscal year or any adjournment thereof. A list of the nominees proposed by the Nominating Committee and any special nominating committee shall be a part of the proxy mailing.

B6.2.2  If any special nominating committee (as defined in B4.2.8) has been organized and has presented a list of nominees to the Executive Director, the Executive Director shall include in the mailing to each member entitled to vote a proxy listing the nominees proposed by the Nominating Committee and the nominees proposed by such special nominating committee. Biographical and other material included with the proxy shall give equal exposure to all nominees.

B6.2.3  On or before the first day of October each year, the President shall appoint a Committee of Inspectors of Proxies and Ballots, whose duty shall be to supervise the examination, validation, and counting of proxies and to report at the first Business Meeting of the fiscal year as to the number of members represented there by proxy.

The Committee shall consist of a corporate member, and either the Assistant Treasurer or the Assistant Secretary and shall include a member or representative of any special nominating committee whose slate has been distributed. The Committee shall supervise the counting of the ballots at the first Business Meeting of the fiscal year.

B6.2.4  At the first Business Meeting of the fiscal year the Committee of Inspectors of Proxies and Ballots shall report on the number of proxies thereon returned by corporate members to the Society headquarters. Following the report of the Committee of Inspectors of Proxies and Ballots, the Presiding Officer shall conduct an election for Officers of the Society. Corporate members present who have not executed proxies will vote in person. Corporate members who have executed proxies but have withdrawn the proxies prior to the tabulation presented by the Committee of Inspectors of Proxies and Ballots, may also vote in person. Corporate members holding valid proxies will cast proxy ballots. When the results of the election are known, the
Presiding Officer will announce the results of the election to the Business Meeting.

B6.2.5 The terms of office of those elected at the first Business Meeting of the fiscal year shall begin at the second Business Meeting of the fiscal year at a specific time designated each year by the Board of Governors.
B6.3 VOTING AT OR BY PROXY AT THE SECOND BUSINESS MEETING OR A SPECIAL BUSINESS MEETING

B6.3.1 Corporate members of the Society may vote at the second Business Meeting of the fiscal year or at any special Business Meeting either in person or by means of a properly executed proxy.
B7.1 PUBLICATIONS AND PAPERS

B7.1.1 The Publications Directorate is responsible for publications of the Society, except that the Standards and Certification Sector shall be in charge of codes and standards.

B7.1.2 The publications of the Society shall consist of:
   a. The TRANSACTIONS OF THE ASME;
   b. MECHANICAL ENGINEERING; and
   c. Such other publications as may be authorized by the sector within the limitations of the budget.

B7.1.3 The Society shall not be responsible for statements or opinions advanced in papers or in discussion at meetings of the Society or of its technical divisions or sections, or printed in its publications.

B7.1.4 No substantial part of the activities of the organization shall be carrying on propaganda, or otherwise attempting to influence legislation (except as otherwise provided by Internal Revenue Code (IRC) 501(h)), and does not participate in, or intervene in (including the publication or distribution of statements), any political campaign on behalf of any candidates for public office.

B7.1.5 The Society reserves the right to copyright any of its papers, discussions, reports, or publications.
**B8.1 AMENDMENTS**

B8.1.1 Fourteen days or more before the closing of a ballot on an amendment to the Constitution, the President shall appoint three tellers, whose duty shall be to canvass the votes cast.

B8.1.2 The tellers shall canvass the ballots and shall certify the result to the Presiding Officer at the next Business Meeting of the Society.

B8.1.3 The terms of office of the tellers shall expire when their report of the canvass has been presented and accepted.

B8.1.4 Amendments to the By-Laws or new By-Laws for adoption shall be submitted in writing for approval in preliminary form at any meeting of the Board of Governors. At a subsequent meeting, the Board of Governors may, by an affirmative vote of seven members, adopt or amend By-Laws which have previously been accepted and approved in preliminary form at the First Reading. A new By-Law or an amendment to a By-Law shall take effect immediately upon its adoption by the Board of Governors.

B8.1.5 At any meeting, by a majority vote of its members present, the Board of Governors may adopt, revise, or delete Society Policies in harmony with the Constitution and By-Laws. Any Society Policy or revision shall take effect immediately upon its adoption by the Board of Governors. Society Policies adopted by the Board of Governors shall be available by request for reading by any member of the Society.
Date Submitted: May 13, 2011
BOG Meeting Date: June 12, 2011

To: Board of Governors
From: COR
Presented by: Warren Leonard
Agenda Title: Proposed Revisions to B6.2

Agenda Item Executive Summary:

A proposal to revise the By-Laws regarding voting at or by proxy at the First Business Meeting of the Fiscal Year would reflect the actual practice that has been in place for a number of years and clarify how the Committee of Inspectors of the Proxies and Ballots conducts the validation process.

A companion Society Policy, P-1.3, Election of Society Officers, would also need to be revised, pending approval by the BOG of this proposed revision to By-Laws B6.2.

Proposed motion for BOG Action:

Recommend approval of the proposed revisions to B6.2 as presented.

Attachments:

Yes
B6.2 VOTING AT OR BY PROXY AT THE FIRST BUSINESS MEETING OF THE FISCAL YEAR

B6.2.1 At least 60 days prior to the first Business Meeting of the fiscal year, the Executive Director shall mail a proxy to each corporate member. This proxy shall solicit the authorization by such member for the three most recent available past Presidents or any one of them to exercise the vote of the corporate member for the election of Officers and for any other business that is presented to the first Business Meeting of the fiscal year or any adjournment thereof. A list of the nominees proposed by the Nominating Committee and any special nominating committee shall be a part of the proxy mailing.

B6.2.2 If any special nominating committee (as defined in B4.2.8) has been organized and has presented a list of nominees to the Executive Director, the Executive Director shall include in the mailing to each member entitled to vote a proxy listing the nominees proposed by the Nominating Committee and the nominees proposed by such special nominating committee. Biographical and other material included with the proxy shall give equal exposure to all nominees.

B6.2.3 On or before the first day of October each year, the President shall appoint a Committee of Inspectors of Proxies and Ballots, whose duty shall be to validate that the proxies have been properly recorded tabulated by staff, supervise the examination, validation, and counting of proxies, and to provide a written report at the first Business Meeting of the fiscal year as to the number of members represented there by proxy.

The Committee shall consist of a corporate member, and either the Assistant Treasurer or the Assistant Secretary and shall include a member or representative of any special nominating committee whose slate has been distributed. The Committee shall supervise the counting of the ballots at the first Business Meeting of the fiscal year.

B6.2.4 At the first Business Meeting of the fiscal year the Committee of Inspectors of Proxies and Ballots shall provide a written report on the number of proxies returned by corporate members to the Society headquarters. Following the report of the Committee of Inspectors of Proxies and Ballots, the Presiding Officer shall conduct an election for Officers of the Society. Corporate members present who have not executed proxies may vote in person at the meeting. Corporate members who have executed proxies but have withdrawn the proxies prior to the tabulation presented by the Committee of Inspectors of Proxies and Ballots, may also vote in person at the
meeting. Corporate members holding valid proxies will may cast a proxy ballots at the meeting. When the results of the election are known, the Presiding Officer will announce the results of the election to the Business Meeting.

B6.2.5 The terms of office of those elected at the first Business Meeting of the fiscal year shall begin at the second Business Meeting of the fiscal year at a specific time designated each year by the Board of Governors.
The Fellows Review Committee (FRC), after thoughtful consideration, proposes a revisions to By-Law B3.2.1 for clarity and simplification of the nomination process for promotion to Fellow. The FRC respectfully requests that COR review the proposed changes and advance the By-Law revisions to the BOG for adoption.

**B3.1 MEMBERSHIP**

B3.1.2 A proposal for promotion to Fellow must be initiated by a Fellow or another member of ASME and supported by at least four additional sponsors, two of whom must be Fellows or Members of ASME. All sponsors must have an acceptable understanding of the Society's criteria, a thorough knowledge of, well acquainted with, the nominee's qualifications, and a sound basis for judgment as they relate to the requirements for promotion to Fellow.

**Motion:**
To adopt as shown.
AGENDA ITEM

EXECUTIVE SUMMARY

At its meeting of April 8, 2011 the Committee on Honors voted to recommend to the Board of Governors, the establishment of the ASME Nancy DeLoye Fitzroy and Roland V. Fitzroy Medal.

A $100,000 award endowment will be held in an irrevocable trust, payable to ASME upon the settlement of Nancy Fitzroy’s estate.

Start-up costs and funding for this award will be paid for by Nancy Fitzroy, until ASME receives the endowment.

PROPOSED MOTION FOR BOG ACTION

To accept the Committee on Honors recommendation to establish the ASME Nancy DeLoye Fitzroy and Roland V. Fitzroy Medal.

ATTACHMENT: Yes
March 1, 2011

ASME Committee on Honors
And
ASME Board of Governors
Three Park Avenue
Mail Stop 23N1
New York, NY 10016

SUBJECT: Proposal for the ASME Nancy DeLoye Fitzroy and Roland V. Fitzroy Medal

Dear Colleagues,

Attached is my proposal for establishing the Fitzroy Medal as an ASME Society-level award. I believe all the required information has been provided including the commitment for the funding.

The proposed Fitzroy award is to recognize “a pioneering contribution on the frontiers of engineering technology leading to a breakthrough(s) in existing technology or leading to new applications or new areas of engineering endeavor.” Hence this award would be unique in that it would not duplicate any other ASME award.

I look forward to your positive reaction to this proposal. If you have any questions, please contact me.

Sincerely yours,

Nancy D. Fitzroy

Nancy DeLoye Fitzroy

Honorary Member
Life Member and Fellow
Past President 1986-1987
Member NAE (1995)
Honorary Fellow IMechE, UK 1987

**Distributed June 3, 2011**
PROPOSAL FOR FITZROY MEDAL

1. **Name of the Award**: “The Nancy DeLoye Fitzroy and Roland V. Fitzroy Medal”, hereafter referred to as the Fitzroy Medal.

2. **Purpose of the award**: The Fitzroy Medal is to be a Society-level award carrying the name of the first woman president of the ASME and is to recognize an engineer(s) whose accomplishments have made a significant impact on the advancement of technology. It may be given to an individual or group of individuals making the contribution.

3. **Citation**: “To (name(s)) for the development of (the technology developed) which has resulted in a significant engineering impact on society.”

4. **Nominee Requirements**: None.

5. **Achievement to be recognized**: For a pioneering contribution to the frontiers of engineering leading to a breakthrough(s) in existing technology or leading to new applications or new areas of engineering endeavor.

6. **Limitations**: None.

7. **Nominating committee**: A nominating committee will be selected by the Committee on Honors with the approval of the Board of Governors. The committee will consist of six members. Except for the initial committee, the members will be appointed for three-year terms with one third of the committee appointed each year. Members will be limited to two consecutive terms at a time. The initial committee of six shall be appointed with two persons each having 3, 4, and 5 year terms. The Committee on Honors with the approval of the Board of Governors will fill vacancies on the committee.

8. **Review Process**: The Nominating Committee will review nominations and recommend an acceptable nominee(s) to the Committee on Honors which, if they approve, will forward the nomination to the Board of Governors for final approval.

9. **Comparison with other similar ASME awards**: There is no other ASME award with the open-ended criterion that the contribution be in any area of technology. Also there is no award requiring that the contribution recognized be for a game-changing breakthrough technology.

10. **Frequency of award**: Annually if nominations warrant the recognition in the view of the Nominating Committee and the Committee on Honors.

11. **Nomination deadline**: To be determined by the Committee on Honors and the ASME Honors Office staff.

12. **Award Endowment**: A $100,000 deferred irrevocable gift for the endowment of this award is in the Last Will and Testament of Roland and Nancy Fitzroy to be paid to ASME upon the death of Nancy Fitzroy. A copy of the page from the trust agreement of Roland and Nancy Fitzroy
stipulating this commitment is attached. Until that commitment comes to ASME, Nancy Fitzroy agrees to cover the costs of establishing and maintaining this award including funds necessary to cover the start-up expenses of the new award which will include medal design, medal striking, ordering at least five (5) medals for inventory and certificates.

13. **Sponsorship/Division support:** None. Nancy Fitzroy is the sponsor of this award.

14. **Administrative responsibility:** The Committee on Honors.

15. **Form of the award:** The award will consist of a medal, a certificate, travel expenses in accordance with ASME travel policy to attend the occasion of the award presentation, and an honorarium of $3000. In the event of multiple recipients they will each receive a medal, a certificate, and travel expenses to the meeting where the award is presented, and the honorarium will be divided equally among the recipients. The amount of the honorarium is to be reviewed from time-to-time to be consistent with the preservation of the value of the capital, income generated, any endowment management fees, and the significance of the award.

Nancy DeLoye Fitzroy

Honorary Member
Life Member and Fellow
Past President 1986-1987
Member NAE (1995)
Honorary Fellow IMechE, UK 1987

March 1, 2011
The Fitzroy Living Trust dated April 30, 1996 are in full force and effect.

Dated: 2-5-2000

[Signature]
Roland V. Fitzroy, Jr.

[Signature]
Nancy D. Fitzroy
At its meeting of April 8, 2011 the Committee on Honors voted to recommend to the Board of Governors the establishment of the ASME Kate Gleason Award.

Funding for this award is already in place with the Foundation as outlined in the attached proposal.

Proposed motion for BOG Action:

To accept the Committee on Honors recommendation to establish the ASME Kate Gleason Award

Attachment: Yes
March 14, 2011

To: Dr. John W. Cipolla, ASME Committee on Honors Chairman

Fm: Matt Schatzle, Executive Director, ASME Foundation

Re: Kate Gleason Award

For the Committee on Honors:

Please find attached the proposal for the establishment of a new Society Level Award; The Kate Gleason Award. Ward Winer, Vice Chairman of the Foundation, and the Foundation staff worked with the Gleason Family Foundation to secure the funding of the award, along with a scholarship, in recognition of the first female member of ASME. This award is important as it will serve as encouragement and recognition for women engineers everywhere. The Gleason Family is responsible for funding the entirety of the award, and scholarship, with a gift of $100,000, paid in full. The family will also annually fund any and all additional expenses incurred, from medal striking to travel for our honorees to receive the award.

The Foundation Board would like to ask the Committee to consider approving the Kate Gleason award this year and present the first award at the November 2011 Congress in Dallas Texas.

We believe that the immediate inclusion of this award into ASME is important for several reasons:

- With ASME’s current emphasis on gender diversity, this award is truly a step in the right direction of our support of programs to encourage more women and girls to obtain engineering degrees and engineering careers.
- Perfect timing with the ascension of ASME’s female president in 2011, Victoria Rockwell.
• The Committee on Honors will be led by a female Chair at Congress in 2011 (both of these ASME leaders will be on the stage at the honors assembly with the awardee).

• The Gleason Family is eager to send a representative from their Foundation this year to the award program to document the establishment of this award in honor of their family matriarch and one of the Gleason Company’s founders.

• The Gleason Family Foundation relationship has the potential to become an important and significant resource to ASME and should therefore see their generous gift come to fruition as soon as possible.

If the committee has any questions or concerns, the Foundation Board of Directors and staff are readily available to answer any such queries.

Matt Schatzle
Executive Director, ASME Foundation

**Distributed June 3, 2011**
PROPOSAL FOR KATE GLEASON AWARD

1. **Name of the Award:** "The Kate Gleason Award", hereafter referred to as the Gleason Award.

2. **Purpose of the award:** The Gleason Award is to be a Society Award named in honor of the first female member of ASME. The Award recognizes an individual female engineer who through entrepreneurial innovation in engineering and technology advanced the human condition or has been a leader in engineering with a lifetime dedication to their field and a commitment to great engineering achievement.

3. **Citation:** "The Kate Gleason Award is Presented To (name(s)) for outstanding commitment and dedication in the field of engineering."

4. **Nominee Requirements:** None.

5. **Achievement to be recognized:** To recognize the contributions that women play in the field of engineering, with a particular emphasis on the innovative nature of the achievement or a lifetime of dedication to engineering.

6. **Limitations:** For women engineers only.

7. **Nominating committee:** A nominating committee will be selected by the Committee on Honors. The committee's make-up and design is at COH discretion.

8. **Review Process:** The Nominating Committee will review nominations and recommend an acceptable nominee(s) to the Committee on Honors which, if they approve, will forward the nomination to the Board of Governors for final approval.

9. **Comparison with other similar ASME awards:** There are no other ASME awards named after a female engineer with the criteria of solely recognizing the contributions of women in engineering.

10. **Frequency of award:** Awarded annually

11. **Nomination deadline:** To be determined by the Committee on Honors and the ASME Honors Office staff.

12. **Award Endowment:** A $100,000 gift for the endowment of this award is provided by the Gleason Family Foundation. A copy of the agreement letter between the ASME Foundation and Gleason Family Foundation stipulating this commitment is attached. The Gleason Family Foundation is also responsible for the costs of establishing and maintaining this award including funds necessary to cover the start-up expenses of the new award which will include medal design, medal striking, and an initial five (5) medals for inventory and certificates, as well as travel expenses for the recipient each year.

**Distributed June 3, 2011**
13. **Sponsorship/Division support:** None. The Gleason Family Foundation is the sole contributor of funds for this award.

14. **Administrative responsibility:** The Committee on Honors.

15. **Form of the award:** A medal, travel expenses in accordance with ASME travel policy to attend the occasion of the award presentation, and an honorarium of **$5000**. The amount of the honorarium is to be reviewed from time-to-time to be consistent with the preservation of the value of the capital, income generated, any endowment management fees, and the significance of the award.
At its meeting of April 8, 2011 the Committee on Honors voted to recommend to the Board of Governors the establishment of the ASME Technical Communities Globalization Medal with a caveat. The caveat states that the Foundation, with the support of the Technical Communities Division, will cover the start-up costs and funding for the award for 5 years, at which time the Foundation and the Committee on Honors will reevaluate the continuation of the ASME Globalization Medal.

Formal Foundation action on this funding is planned for Saturday, June 11 and BOG approval is contingent upon the Foundation action to approve supporting the award for 5 years.

**Proposed motion for BOG Action:**

To accept the Committee on Honors recommendation to establish the ASME Technical Communities Globalization Medal pending the Foundation approval for funding the award for 5 years

**Attachment:** Yes
For the Committee on Honors:

The Foundation endorses the funding model detailed in Dr. Gupta's Globalization Medal Proposal. Because "Globalization" is a strategic priority for ASME, the Foundation is prepared to fund the medal from our general fund for 5 years. ASME Foundation will need the help of the Technical Communities Committee to raise the necessary contributions to fund the award in perpetuity.

Matt

Matt Schatzle
Executive Director
ASME Foundation
1828 L Street NW, Suite 906
Washington, DC 20036-5104
tel: (202) 785-7393
SchatzleM@asme.org
Proposal to Establish

ASME Technical Communities Globalization Medal

by

Technical Community Operating Board Committee on Honors (TCOB/CoH)
(Proposal Contact: Krishna C. Gupta, guptak2@asme.org)
Revised March 17, 2011

1. Introduction. Globalization is one of the three missions of ASME. Its purpose is to promote understanding and exchange among the engineers of all nations. The proposed ASME Technical Communities (TC) Globalization Medal will be a society level achievement award that will recognize extraordinary and sustained level of outstanding achievement in the promotion of global interactions in any technical discipline(s) of mechanical engineering.

The Technical Communities Operating Board Committee on Honors (TCOB/CoH) referenced in this proposal is not to be confused with the ASME Committee on Honors (ASME/COH) that is also referenced herein.

2. Name of Award. ASME Technical Communities Globalization Medal; abbreviation, TC Globalization Medal

3. Form of Award. Honorarium of $10,000; a metallic medal featuring a likeness of globe or world map; and a certificate.

Initial cost for the medal die is estimated to be $4,000-$5,000 and then the annual cost for producing the medal is estimated to be $200-$300 per year. The cost associated with the production of the certificate is estimated to be $50-$100 per year. The Chair of the ASME TC Globalization Medal special awards committee (item 5) will keep the current information about the medallion vendor on file.

4. Criteria. Any member of ASME who has demonstrated sustained level of outstanding achievement in the promotion of international activity related to mechanical engineering may be eligible for the award. Examples of meritorious activity might be organization of major international conferences, initiation or leadership of significant international exchange programs, leadership of major international engineering organizations, international recognition through major awards, etc. The award may be made to qualified domestic as well as international members.

**Distributed June 3, 2011**
5. Selection Process. The TC Globalization Medal Committee ("Medal Committee"), a special awards committee (SAC), will select awardee for final approval by the ASME Committee on Honors (ASME/COH). Nominations of potential awardees are accepted by the Medal Committee from any ASME member. Awardee must have at least three positive votes (out of five maximum) within the SAC. In some years, there may not be any awardee to recommend to ASME/COH.

The Medal Committee will consist of five members including its Chair; the Chair will be the Chair of TCOB/CoH or designee. The members of the Medal Committee will be recommended to ASME/COH by TCOB for three-year terms, and there will ordinarily be a limit of two successive full terms. Members of the Medal Committee will be selected from the pool of membership of TCOB/CoH that has up to 9 members. It is expected that after a few years of continuous operation, 1-2 new members will join the Medal Committee every year.

The Chair of the Medal Committee will work with the staff members of ASME Committee on Honors and ASME IMECE/Congress to determine the venue for award presentation and related ceremonies.

6. Frequency. Annual. However, the award will not be given if highly qualified nominees are not available in a particular year in the judgment of the Medal Committee.

7. Duration of Nomination. While the nominations will be kept active for three years, the nominators will be encouraged to provide updates if appropriate.

8. Nomination Deadline. December 1 to the Medal Committee (also see items 11 and 12). An exception will made to this deadline in the anticipated inaugural year of the award (2011).

9. Award Endowment. The award will be funded out of ASME Foundation’s unrestricted funds for a temporary period of up to five years. The ASME Foundation with assistance from the Technical Communities Operating Board (TCOB) will attempt to raise a permanent endowment for this award. If necessary, the name of the award may be adjusted to reflect the wishes of a major donor. A tentative budget for the award will be as follows:

- Start up cost (medal die design, production) $5,000
- Annual cost for five years (honorarium & expenses) $12,000
- Annual cost beyond five years (honorarium & expenses) $12,000

Initial 5-year commitment from ASME Foundation $65,000
Future endowment funds to be raised by ASME Foundation $250,000
with assistance from the Technical Communities Operating Board (TCOB)
If deemed necessary, the ASME/COH may approve the award for five years. Once the permanent endowment is in place, the TCOB/CoH will resubmit the proposal with appropriate revisions to ASME/COH for permanent approval in the fifth year (or earlier).

10. **Sponsorship and Administrative Responsibility.** ASME Foundation and the Technical Communities Operating Board (TCOB) are sponsors for the *TC Globalization Medal*. The *Medal Committee*, a special award committee (SAC) proposed by TCOB and approved by ASME/COH will have the administrative responsibility for selecting proposed awardee for the award to ASME/COH; the final approval will be by ASME/COH. TCOB will negotiate for essential staff support from K&C.

In addition to full nomination details for the finalist, the award SAC committee will send a summary report/list of all nominations considered to indicate the pool of candidates in each award cycle to the ASME Committee on Honors (ASME/COH). If the recommended awardee by the award SAC is not eligible for any reason, the ASME/COH will consult the award SAC Chair on choosing an alternate.

11. **Forms.** Use the current form “Nomination for ASME Society Awards” included in “Achievement Nomination Form & Instruction” link found in the Honors & Award section of ASME website.
http://files.asme.org/asmeorg/Governance/Honors/SocietyAwards/7758.doc

Follow the instructions on nominee’s information, nominator’s statement and letters of recommendation. Electronic submissions are encouraged. If electronic submission is not possible, send ten copies of the nomination package.

12. **Contact.** For information and submission of nominations, contact Chair, *ASME Technical Communities Globalization Medal* Committee, Technical Communities Operating Board. More specific contact information will be provided in current solicitation for the award and on ASME website.

SUBMISSIONS FOR AWARD NOMINATION

- Award SAC (for TCOB Committee on Honors): December 1
- ASME Committee on Honors: March 1

Appendix – Sample award solicitation announcement

**Distributed June 3, 2011**
ANNOUNCEMENT

ASME Technical Community Globalization Medal

Nominations are solicited for the inaugural ASME Technical Community Globalization Medal. A recognized aim of globalization is to promote understanding and exchange among the engineers of all nations. This society level achievement award will recognize extraordinary promotion of global interactions in any technical discipline(s) of mechanical engineering. The award includes an honorarium of $10,000; a medallion and a certificate.

Any member of ASME who has demonstrated sustained level of outstanding achievement in the promotion of international activity related to mechanical engineering may be eligible for the award. Examples of meritorious activity might be organization of major international conferences, initiation or leadership of significant international exchange programs, leadership of major international engineering organizations, international recognition through major awards, etc. The award may be made to qualified domestic as well as international members.


Follow the instructions on nominee’s information, nominator’s statement and letters of recommendation. Electronic submissions should be sent to mccomiej@asme.org. Nominations can also be sent by mail to:

   Jacinta McComie-Cates
   Administrator, Unit Support
   American Society of Mechanical Engineers
   Three Park Avenue, M/S 23S1
   New York, NY 10016-5990
   E-mail: mccomiej@asme.org

The deadline for nominations is xx, xx, 2011. The nominations will be kept active for three years.
ASME Board of Governors
Agenda Item
Cover Memo

Date Submitted: May 26, 2011
BOG Meeting Date: June 12, 2011

To: Board of Governors
From: Committee on Finance & Investment
Presented by: Reggie Vachon, Chair
Agenda Title: E-Week Initiative Funding Request

Agenda Item Executive Summary: (Do not exceed the space provided)

E-Week 2012 Initiative Funding Request

Proposed motion for BOG Action: (if appropriate)

COFI has approved and recommends that the BOG approves an initiative funding request of $350,000 for Engineers Week in February 2012. Funding will come from the FY2011 uncommitted initiative fund balance.

Attachments:

Yes

**Distributed June 3, 2011**
DATE: May 11, 2011

INITIATIVE TITLE: Engineers Week 2012

PROPOSAL SPONSOR: Center for Public Awareness

PROPOSAL STAFF CONTACTS: Michael Cowan, Director of Public Information
Marina Stenos, Director of Public Awareness

AMOUNT REQUEST FROM INITIATIVE FUNDING: $ 350,000

INITIATIVE PURPOSE:
Since being established in 1951, Engineers Week (E-Week) has brought together a coalition of engineering associations, corporate leaders and government agencies to celebrate the contributions engineers make to the world. This unique coalition of partners, whose mission is to sustain and grow a dynamic engineering profession, seeks to be the global leader in cultivating and celebrating the engineering profession. In 2012 ASME, along with corporate co-chair Battelle Memorial Institute, will host E-Week.

EWeek 2012 provides ASME with a myriad of other opportunities to reach out to partners and leaders important to the future growth and development of the Society.

The EWeek Leadership Council consists of key corporate stakeholders such as ExxonMobil, Fluor, Shell and Motorola, among others. This group is rich with high-level networking opportunities for ASME’s efforts to develop its own internal leadership groups such as the Industry Advisory Board.

Leading EWeek will allow ASME to shape and present stories about the engineering profession in general, and mechanical engineering in particular, to a much wider audience than we have access to on our own. We will be able to tap into a series of highly engaged strategic partners such as educator associations, science and technology centers and other informal networks that are usually just beyond our scope of influence.

In reaching out to this broader community ASME will also be able to spark the call to community service within our own global membership base, offering those willing to answer the call an opportunity to engage and inspire the next generation of engineering innovators.

SUPPORT OF THE STRATEGIC PRIORITIES:
The overall goal of EWeek 2012 is to go beyond the usual scope of programs and projects and not merely celebrate the profession, but tell the compelling stories of this exceptional profession, which truly does make the world a better place.

The opportunity for ASME to lead this coalition of like-minded partners offers us a broad platform from which to translate our strategic priorities of energy, globalization and, most certainly, engineering workforce development into concrete action. In our corporate co-chair, Battelle, we have an organization whose articulated commitment to “…using science and technology as a positive force for change, delivering innovations that enhance people’s lives while helping solve some of the world’s most pressing issues…” place them at the exact nexus of our own stated mission and vision and our jointly identified theme of “Seven Billion Dreams Need Doing.”
The timing of this EWeek effort is also perfectly aligned with our joint efforts in the “humanitarian” engineering space. We are poised to make an impact with efforts such as Engineering for Change and Engineering for the Developing World. Just as a cultural shift is occurring for the profession, with more and more young people seeking to give back through their professional work, we are leading a clarion call to action through EWeek. The three proposed initiatives represent a positive step forward for the EWeek coalition, but also for ASME’s internal efforts around greater focus for our strategic priorities.

**INITIATIVE DESCRIPTION:**

ASME’s plan for EWeek 2012 reflects an over-arching strategic objective of advancing K-12 STEM education through reaching and recognizing STEM stakeholders and inspiring the next generation of engineers. There are three proposed initiatives to accomplish this objective:

1. Outreach: Inspire Innovation Workshops that assist teachers in bringing engineering principles into classrooms;
2. Educator Recognition, focused on outstanding STEM educators; and
3. Leadership Roundtable

It is envisioned that each of these be executed and funded jointly by ASME and Battelle as co-chairs of Engineers Week 2012, under the mutually agreed upon theme of “Seven Billion Dreams Need Doing.” Battelle has committed a total of $150,000 in direct financial support for these initiatives; however, that funding has yet to be allocated to specific initiatives.

Centrally important to the success of this plan, is the “humanitarian” engineering component. We will feature the theme of “Seven Billion Dreams Need Doing” as the central story behind Engineers Week 2012. This concept features two key elements,

1. the number (7 billion) recognizes that in 2011 the world population will reach 7 billion, imposing unprecedented engineering challenges on the globe and humanity;
2. the “dreams need doing” portion of the statement was developed as part of the National Academy of Engineering’s “Changing the Conversation” communications initiative and is a key element of the engineering profession’s rebranding campaign to provide consistent messaging to the general public, in particular K-12 students, in order change their perception of engineering.

Lesson plans featuring real-world EWB-USA projects will be used in the Outreach training events. These materials are currently in use and have proven to be highly successful in transforming both educators’ and students’ perspectives on the role of engineers in society, they offer a unique angle from which to engage the education community and provide a natural conduit to the E4C online platform. The “humanitarian” engineering efforts will be woven throughout ASME’s internal efforts, including awards, joint events and key projects throughout the Engineers Week chair year.

In recent years, Engineers Week has mobilized over 50,000 engineering and technology professionals to volunteer in their communities, reaching an audience of over 5.5 million. Our goal for 2012 is to raise those numbers, and to reach an even broader—yet more strategically focused—audience of STEM partners and leaders.
## HUMAN RESOURCES

<table>
<thead>
<tr>
<th>Staff Core Team:</th>
<th>Strategy Team:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tom Loughlin</td>
<td>Melissa Carl, Government Relations</td>
</tr>
<tr>
<td>Phil Hamilton, Chair</td>
<td>Leslie Collins, Executive Director, EWeek</td>
</tr>
<tr>
<td>Michael Cowan, Public Information</td>
<td>Michael Cowan, Public Information</td>
</tr>
<tr>
<td>Edie Ervin, Centers</td>
<td>Phil Hamilton, Strategy &amp; Outreach</td>
</tr>
<tr>
<td>Diedra Hackley, Knowledge &amp; Community</td>
<td>Ed Harvego, Volunteer Lead, ASME</td>
</tr>
<tr>
<td>Peter Hess, Marketing &amp; Sales</td>
<td>Tom Loughlin, Executive Director, ASME</td>
</tr>
<tr>
<td>Elio Manes, Knowledge &amp; Community</td>
<td>Reese Meisinger, Strategic Initiatives</td>
</tr>
<tr>
<td>Marina Stenos, Public Information</td>
<td>Laura Mrozinski, Battelle</td>
</tr>
<tr>
<td>Gemma Tansey, Strategy &amp; Outreach</td>
<td>Vickie Rockwell, President-Elect</td>
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<td>Regina Schofield, Battelle</td>
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<td></td>
<td>Bob Simmons, President</td>
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<td></td>
<td>Patti Jo Snyder, Strategic Initiatives</td>
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<td></td>
<td>Marina Stenos, Public Information</td>
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<tr>
<td></td>
<td>Gemma Tansey, Strategy &amp; Outreach</td>
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</tbody>
</table>

**PROJECT TIMELINE:** Attachment 1.
BUDGET: Note on Budget request: An additional $150,000 has been committed by Battelle. The specific allocation of funds is TBD. This is reflected in the budget, but not currently allocated.

<table>
<thead>
<tr>
<th>Budget Request for EWeek 2012</th>
<th>prepared May 11, 2011</th>
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</thead>
<tbody>
<tr>
<td>Volunteer Travel</td>
<td>$24,000</td>
</tr>
<tr>
<td>Includes travel for volunteer teams to attend EWeek Strategy Team and Steering Committee meetings; outreach events and 2012 activities</td>
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<tr>
<td>Staff Travel</td>
<td>$29,000</td>
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<tr>
<td>Includes travel for staff teams to attend EWeek Strategy Team and Steering Committee meetings; outreach events and 2012 activities</td>
<td></td>
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<tr>
<td>Outside Consultant(s)</td>
<td>$55,000</td>
</tr>
<tr>
<td>Includes funding for consulting support of major projects components of EWeek 2012</td>
<td></td>
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<tr>
<td>Outreach Events</td>
<td>$35,000</td>
</tr>
<tr>
<td>Includes funding for a total of four-five outreach events (Inspire Innovate Workshops) @ $5K each; materials and shipping @ $5K; Sections' incentive funding for up to ten Sections @ $500 each</td>
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<tr>
<td>Future City</td>
<td>$30,000</td>
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<tr>
<td>Includes one Future City Luncheon @ $15K; Future City &quot;Humanitarian&quot; Sponsorship @ $10K; Celebrity judges and keynote speaker for Future City Finals @ $5K</td>
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<tr>
<td>Educator Recognition</td>
<td>$42,000</td>
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<tr>
<td>Includes Educator Recognition Breakfast/press event hosted at National Press Club @ $10K; travel/honorarium for up to four educators to attend Educator Recognition event @ $20K; project set up/seletion process and coordination fees @ $4K; IT support and web access for virtual participation at press event @ $8K</td>
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<tr>
<td>Thought Leaders Roundtable</td>
<td>$35,000</td>
</tr>
<tr>
<td>Includes travel support/honorarium for Roundtable speakers @ $10K; videotape interviews for additional experts to be included in Roundtable @ $5K; F&amp;B @ $20K</td>
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<tr>
<td>Family Day</td>
<td>$15,000</td>
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<tr>
<td>Includes sponsorship fees for National Building Museum event</td>
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<tr>
<td>Global Marathon</td>
<td>$15,000</td>
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<tr>
<td>Includes Global Marathon and Girl Day guests @ $10K; web and telecommunications access for hosted webinars</td>
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<tr>
<td>Media Tour</td>
<td>$40,000</td>
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<tr>
<td>Includes &quot;drive time&quot; and internet radio spots</td>
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<tr>
<td>Marketing (Design, Printing, Distribution)</td>
<td>$22,000</td>
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<tr>
<td>Includes new poster design, printing, distribution; event premiums; distribution and analysis of two surveys</td>
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<tr>
<td>Advertising &amp; Promotion</td>
<td>$18,000</td>
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<tr>
<td>Includes design and placement of key advertising (print and online) opportunities; social media presence; enhancement of EWeek website</td>
<td></td>
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<tr>
<td>PR/Media Relations</td>
<td>$45,000</td>
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<tr>
<td>Includes development and implementation of media strategy; key feature story pitches and placements and tracking</td>
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<tr>
<td>Multimedia Production</td>
<td>$75,000</td>
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<tr>
<td>Includes AV support for key events @ $30K; additional AV and social media distribution @ $15K; production of web-based &quot;Inspire Innovation&quot; training module @ $30K</td>
<td></td>
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<tr>
<td>Food &amp; Beverage</td>
<td>$15,000</td>
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<tr>
<td>Includes contingency funding for event and meeting support</td>
<td></td>
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<tr>
<td>Teleconf./Webinar</td>
<td>$1,000</td>
</tr>
<tr>
<td>Includes monthly Strategy Team teleconferences and additional project team update calls</td>
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<tr>
<td>Shipping</td>
<td>$2,750</td>
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<tr>
<td>Misc.</td>
<td>$1,250</td>
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<tr>
<td>SUBTOTAL</td>
<td>$500,000</td>
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<tr>
<td>BATTELLE FUNDING COMMITMENT (Total Fund Allocation TBD)</td>
<td>$150,000</td>
</tr>
<tr>
<td>FY12 ASME FUNDS REQUESTED</td>
<td>$350,000</td>
</tr>
<tr>
<td>Timing</td>
<td>Activity</td>
</tr>
<tr>
<td>------------</td>
<td>----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------</td>
</tr>
</tbody>
</table>
| March 2011 | ✓ Draft high level budget/timeline and submit for review/approval  
✓ Participate in Global Marathon  
✓ 2012 campaign concept development  
✓ Reach out to internal stakeholders and begin project teams’ formation  
✓ Annual Meeting planning  
✓ Strategy Team teleconference |
| April 2011 | ✓ April 4: Assume EWeek Coalition chair  
✓ April 8: Video production begins  
✓ April 15: Rockwell presn. to BOG  
✓ April 19: Strategy Team teleconference  
✓ April 26: Inspire Innovation Project Team Call #1  
✓ April 28: ASME News article on EWeek 2012  
✓ Ongoing: Annual Meeting planning  
✓ Ongoing: Develop list of roundtable speakers/guests |
| May 2011   | ✓ May 2: Core Staff Team Teleconference (Intro Call)  
✓ May 2: Educator Recognition Project Team Call #1  
✓ May 2: Member Assembly video script review  
✓ May 9: Core Staff Team Teleconference (Awareness Campaign Call)  
✓ May 9: Global Communities Teleconference (K. Moore to present EWeek as agenda item)  
✓ May 10: Inspire Innovation Project Team Call #2; begin solicitation of “Inspire Innovation” webinar vendors  
✓ May 11: COFI budget request  
• May 18: Rockwell/Loughlin video interviews  
• May 20: Project plans to Core Team  
• May 23: Core Staff Team Teleconference  
• May 24: Strategy Team teleconference  
• May 25-27: Rough cut Member Assembly video review (MC, PH, TL, VR, RS)  
• May 27: Member Assembly video feedback due  
• Ongoing: Annual Meeting planning  
• Ongoing: Develop list of roundtable speakers/guests |

**Distributed June 3, 2011**
<table>
<thead>
<tr>
<th>June 2011</th>
</tr>
</thead>
<tbody>
<tr>
<td>• June 3: Member Assembly video final review (MC, PH, TL, VR, RS)</td>
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<tr>
<td>• June 6: COFI Budget Review/Approval</td>
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<tr>
<td>• June 6: Core Staff Team Teleconference</td>
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<tr>
<td>• June 11: Inspire Innovation Workshop</td>
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<tr>
<td>• June 12: Member Assembly</td>
</tr>
<tr>
<td>• June 20: Begin promotion/solicitation of Educator Recognition candidates</td>
</tr>
<tr>
<td>• June 21: Strategy Team teleconference w/project team lead updates</td>
</tr>
<tr>
<td>• June 27: Post Member Assembly video to asme.org; set up EWeek 2012 page</td>
</tr>
<tr>
<td>• Ongoing: Develop list of roundtable speakers/guests</td>
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</tbody>
</table>

**Note:** Strategy Team teleconference with Project Team Leads to occur every other month for direct update.

<table>
<thead>
<tr>
<th>July 2011</th>
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</thead>
<tbody>
<tr>
<td>• July 1: FY12 Budget allocations to project teams</td>
</tr>
<tr>
<td>• July 26: Strategy Team teleconference</td>
</tr>
<tr>
<td>• Ongoing: Promotion/solicitation of Educator Recognition</td>
</tr>
<tr>
<td>• Ongoing: Develop list of roundtable speakers/guests</td>
</tr>
<tr>
<td>• TBD: Select vendor for “Inspire Innovation” webinar tool development; begin production of “Inspire Innovation” webinar tool</td>
</tr>
<tr>
<td>• TBD: WFEO Planning?</td>
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</tbody>
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<table>
<thead>
<tr>
<th>August 2011</th>
</tr>
</thead>
<tbody>
<tr>
<td>• August 23: Strategy Team teleconference w/project team lead updates</td>
</tr>
<tr>
<td>• Ongoing: Congress 2011 Planning</td>
</tr>
<tr>
<td>• Ongoing: Promotion/solicitation of Educator Recognition</td>
</tr>
<tr>
<td>• Ongoing: Develop list of roundtable speakers/guests</td>
</tr>
<tr>
<td>• TBD: WFEO Planning?</td>
</tr>
<tr>
<td>• TBD: Future City Challenge Announced</td>
</tr>
<tr>
<td>• TBD: Launch “Inspire Innovation” webinar tool</td>
</tr>
</tbody>
</table>

**Note:** Strategy Team teleconference with Project Team Leads to occur every other month for direct update
<table>
<thead>
<tr>
<th>Month</th>
<th>Events</th>
</tr>
</thead>
</table>
| September 2011 | - Sept. 6: Future City 2012 Promotion  
- Sept. 15: Letter of invitation to Roundtable speakers  
- Ongoing: Congress 2011 Planning  
- Ongoing: Promotion/solicitation of Educator Recognition  
- TBD: WFEO Event(s)?  
- TBD: Strategy Team teleconference |
| October 2011  | - Oct. 3: EWeek Steering Committee Mtg  
- Oct. 14: Phase I Judging of Educator Recognition  
- Oct. 24: Roundtable Speakers Announced  
- Ongoing: Congress 2011 Planning  
- TBD: Future City 2012 Registrations  
- TBD: Strategy Team teleconference w/project team lead updates  
  Note: Strategy Team teleconference with Project Team Leads to occur every other month for direct update |
| November 2011 | - Nov. 12: Inspire Innovation Workshop  
- Nov. 28: Roundtable Registration Open  
- TBD: Strategy Team teleconference |
| December 2011 | - Ongoing: Roundtable Registration  
- TBD: Final Judging of Educator Recognition  
- TBD: Future City 2012 Regionals  
- TBD: Strategy Team teleconference w/project team lead updates  
  Note: Strategy Team teleconference with Project Team Leads to now occur regularly as part of Strategy Team. |
| January 2012  | - Ongoing: Roundtable Registration  
- TBD: Announcement of Educator Recognition Recipients  
- TBD: Future City 2012 Regionals  
- TBD: Strategy Team teleconference w/project team lead updates  
  Note: Strategy Team teleconference with Project Team Leads to now occur regularly as part of Strategy Team. |
| February 2012 |  
**ENGINEERS WEEK!**  
- Feb. 18: Family Day  
- Feb. 19-20: Future City Judging  
- Feb. 21: Future City Finals/Luncheon; Draper Dinner  
- Feb. 22: Educator Recognition/Roundtable  
- TBD: Strategy Team teleconference w/project team lead updates |
<p>| March 2012    | - TBD: Global Marathon |</p>
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<thead>
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<th>April 2012</th>
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<tr>
<td><strong>TBD:</strong> Strategy Team teleconference w/project team final reports</td>
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<td><strong>TBD:</strong> EWeek Steering Committee Mtg</td>
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<td><strong>TBD:</strong> Close out project</td>
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<td><strong>TBD:</strong> Submit final report to EWeek Steering Committee</td>
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<td><strong>TBD:</strong> Assume EWeek Foundation Board chair</td>
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**NOTES:**

**Distributed June 3, 2011**