AGENDA
2011-2012 BOARD OF GOVERNORS
June 3, 2012

Day & Time: Sunday, June 3, 12:00 NOON – 4:00 PM*

Location: Hilton Montreal Bonaventure
Verdun/Lachine/LaSalle Rooms located within the
Montreal Ballroom
Montreal, Quebec, Canada

1. Opening of the Meeting
12:00 NOON – 12:05 PM

1.1. Call to Order Victoria Rockwell

1.2. Adoption of the Agenda Victoria Rockwell ACTION
A motion should be made to accept the Agenda as circulated on May 18, 2012.

1.3. Announcements Victoria Rockwell

2. Discussion Items
12:05 PM – 3:05 PM

2.1. Committee of the Whole Victoria Rockwell 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) Victoria Rockwell INFORMATION

2.3. Sector Management Committee (5 minutes) INFORMATION
Marc Goldsmith

2.4. Generative Discussion

2.4.1. Reflections on Past Year (10 minutes) INFORMATION
Victoria Rockwell
(Agenda Appendix 2.4.1)

2.5. Strategic Discussion

2.5.1. Approval of FY 2013-2015 General Operating (60 minutes) SUBSEQUENT ACTION
and Capital Budget
Reggie Vachon
(Agenda Appendix 2.5.1)

*Sunday Executive Session planned for 10:00 AM – 11:30 AM. Separate Agenda will be sent to
those invited to attend.
2.5.2. **ASME.org update** *(25 minutes)*
Said Jahanmir and Susan O'Neill
(Agenda Appendix 2.5.2)

2.5.3. **Leadership Task Force** *(10 minutes)*
Julio Guerrero
(Agenda Appendix 2.5.3)

Break 2:00 PM – 2:10 PM

2.5.4. **Uniform Reporting Task Force** *(10 minutes)*
Madiha Kotb and David Webber
(Agenda Appendix 2.5.4)

2.5.5. **PAO Strategic Planning Update** *(20 minutes)*
Stacey Swisher-Harnetty
(Agenda Appendix 2.5.5)

2.5.6. **Proposed Student and Early Career Unit By-Laws First Reading** *(5 minutes)*
Stacey Swisher-Harnetty, Tom Libertiny and Cynthia Stong
(Agenda Appendix 2.5.6)

2.5.7. **SMC/Events Committee Process** *(20 minutes)*
Stacey Swisher-Harnetty
(Agenda Appendix 2.5.7)

3. **Action Items**
3:05 PM – 3:10 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 2013 – 2015 General Operating and Capital Budget**
Reggie Vachon
(Agenda Appendix 2.5.1)

3.1.2 **Approval of Student and Early Career Unit By-Laws**
Stacey Swisher-Harnetty, Tom Libertiny and Cynthia Stong
(Agenda Appendix 2.5.7)

4. **Consent Calendar**
3:10 PM – 3:15 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 INFORMATION
Financial statements will be distributed under separate cover.

4.1.2 Sector Management Committee Report INFORMATION
Marc Goldsmith (Agenda Appendix 4.1.2)

4.1.3 EDESC Annual Report INFORMATION
Robert Simmons (Agenda Appendix 4.1.3)

4.1.4 Committee on Governance Annual Report INFORMATION
Robert Pangborn (Agenda Appendix 4.1.4)

4.1.5 New Fellows Listing INFORMATION
Karen Thole (Agenda Appendix 4.1.5)

4.1.6 Approved Society Awards Listing INFORMATION
Karen Thole (Agenda Appendix 4.1.6)

4.1.7 Nuclear Task Force Report INFORMATION
J. Robert Sims and Kenneth Balkey (Agenda Appendix 4.1.7)

4.1.8 Motion for Receipt. ACTION

4.2 Consent Items for Action

4.2.1 Identification of Items to be removed from Consent Calendar
Any action items to be removed from Consent Calendar by request from any member of the Board of Governors.

4.2.2 Approval of Minutes from Meeting on February 16, 2012

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 Policy P12.1 (Agenda Appendix 4.2.3.2)
4.2.4 ABET Ratification
William Wepfer
(Agenda Appendix 4.2.4)

4.2.5 Appointment of Vice President, Government Relations
Stacey Swisher-Harnetty
(Agenda Appendix 4.2.5)

4.2.6 Dates of Future Meetings.

<table>
<thead>
<tr>
<th>DATE</th>
<th>DAY</th>
<th>TIME</th>
<th>LOCATION</th>
</tr>
</thead>
<tbody>
<tr>
<td>July 18-20, 2012(a)</td>
<td>Wednesday to Friday</td>
<td>6:00 PM July 18 to 9:30 PM July 20</td>
<td>Cambridge, MA</td>
</tr>
<tr>
<td>September 13, 2012(a)</td>
<td>Thursday</td>
<td>12:00 PM – 1:30 PM Executive Session 1:30 PM – 5:00 PM</td>
<td>New York, NY</td>
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<tr>
<td>September 14, 2012 (a)</td>
<td>Friday</td>
<td>8:00 AM – 1:00 PM</td>
<td>New York, NY</td>
</tr>
<tr>
<td>November 10, 2012 (a)</td>
<td>Saturday</td>
<td>8:30 AM – 10:00 AM Executive Session 10:30 AM – 4:30 PM</td>
<td>Houston, TX</td>
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<tr>
<td>February 14, 2013 (a)</td>
<td>Thursday</td>
<td>12:00 PM – 2:00 PM</td>
<td>Web Conference</td>
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<tr>
<td>April 18, 2013 (a)</td>
<td>Thursday</td>
<td>12:00 PM – 1:30 PM Executive Session 1:30 PM – 5:00 PM</td>
<td>New York, NY</td>
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<tr>
<td>April 19, 2013 (a)</td>
<td>Friday</td>
<td>8:00 AM – 1:00 PM</td>
<td>New York, NY</td>
</tr>
<tr>
<td>June 23 , 2013 (a)</td>
<td>Sunday</td>
<td>10:00 AM – 11:30 AM Executive Session 12:00 PM – 4:00 PM</td>
<td>Indianapolis, IN</td>
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<tr>
<td>June 26, 2013 (b)</td>
<td>Wednesday</td>
<td>10:00 AM – 11:15 AM Executive Session 11:30 AM – 3:00 PM</td>
<td>Indianapolis, IN</td>
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</table>

(a) 2012-2013 Board of Governors  (b) 2013 – 2014 Board of Governors

4.3 Motion for Consent Action

5 Contingency Time for Discussion and Other Business

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

6 Adjournment
4:00 PM
<table>
<thead>
<tr>
<th>Section</th>
<th>Title</th>
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<tbody>
<tr>
<td>2.4.1</td>
<td>Reflection on Past Year</td>
</tr>
<tr>
<td>2.5.1</td>
<td>FY2013-15 General Operating and Capital Budget</td>
</tr>
<tr>
<td>2.5.2</td>
<td>ASME.org Task Force Progress Report</td>
</tr>
<tr>
<td>2.5.3</td>
<td>Update on Leadership Task Force</td>
</tr>
<tr>
<td>2.5.4</td>
<td>Uniform Reporting Task Force</td>
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<tr>
<td>2.5.5</td>
<td>Update on PAO Strategic Planning</td>
</tr>
<tr>
<td>2.5.6</td>
<td>By-Laws Revision B5.7</td>
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<tr>
<td>4.1.2</td>
<td>Sector Management Committee Report</td>
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<td>4.1.3</td>
<td>EDESC Committee Report</td>
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<tr>
<td>4.1.4</td>
<td>Committee on Governance Annual Report</td>
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<td>4.1.5</td>
<td>New Fellows Listing</td>
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<td>4.1.6</td>
<td>Society Awards Listing</td>
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<tr>
<td>4.1.7</td>
<td>Nuclear Task Force Report</td>
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<tr>
<td>4.2.3.1</td>
<td>Proposed Appointments</td>
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<td>4.2.3.2</td>
<td>Proposed Revisions to Society Policy P-12.1</td>
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<td>4.2.4</td>
<td>ABET Ratification</td>
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<td>4.2.5</td>
<td>Appointment of Vice President, Government Relations</td>
</tr>
</tbody>
</table>
ASME Board of Governors
Agenda Item
Cover Memo

Date Submitted: May 15, 2012
BOG Meeting Date: June 3, 2012

To: Board of Governors
From: Victoria Rockwell
Presented by: Victoria Rockwell
Agenda Title: Reflections on Past Year

Agenda Item Executive Summary:
This will be a generative discussion based on the achievements of the 2011 – 2012 Year.

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

Generative discussion only

Attachments:

Power Point Presentation to be shown at meeting
ASME Board of Governors
Agenda Item
Cover Memo

Date Submitted: May 15, 2012
BOG Meeting Date: June 3, 2012

To: Board of Governors
From: Committee on Finance and Investment
Presented by: Reggie Vachon, Chair
Agenda Title: FY2013-2015 General Operating and Capital Budget

Agenda Item Executive Summary:


Proposed motion for BOG Action: (if appropriate)

To approve the FY 2013-2015 ASME Operating and Capital Budget

Attachments:

Yes
COFI Report To BOG
2013-15 Budget

Reggie Vachon, Chair, COFI

BOG Meeting
Montreal
June 3, 2012

What We Will Cover:

• Timeline
• FY13-15 Budget – Where we were in April
• FY13-15 Budget – Today and how we got here
• Revenue & Expense Summary
• Highlights & Significant Factors Impact
• Recommended Motion
Timeline

• January – Established assumptions
• February – Developed 3 year budgets
• March 22 – COFI-SMC Meeting where Sectors & Operating Units presented 3 year Budgets
• April – COFI presented budget status to the BOG
• April – Sectors and Operating Unit refinements
• May 10 – COFI reviewed revised 3 year budget
• June 3 – COFI presents to the BOG for approval

FY2013 -15 Budget – Total
($millions)

April 2012 BOG

<table>
<thead>
<tr>
<th></th>
<th>2011 Actual</th>
<th>2012 Dec Fcst</th>
<th>2013 Bgt</th>
<th>2014 Bgt</th>
<th>2015 Bgt</th>
<th>3 Year Totals</th>
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<tr>
<td>Revenue</td>
<td>101.2</td>
<td>99.1</td>
<td>102.5</td>
<td>110.6</td>
<td>113.9</td>
<td>327.0</td>
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<tr>
<td>Expense</td>
<td>92.6</td>
<td>97.6</td>
<td>106.1</td>
<td>113.1</td>
<td>113.3</td>
<td>332.5</td>
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<td>Total ASME Net</td>
<td>8.6</td>
<td>1.5</td>
<td>(3.6)</td>
<td>(2.5)</td>
<td>0.6</td>
<td>(5.5)</td>
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<td>Institutes Revenue</td>
<td>4.9</td>
<td>4.7</td>
<td>4.6</td>
<td>5.6</td>
<td>5.6</td>
<td>15.8</td>
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<td>Institutes Expense</td>
<td>3.3</td>
<td>4.5</td>
<td>4.6</td>
<td>5.1</td>
<td>4.6</td>
<td>14.3</td>
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<td>1.6</td>
<td>0.2</td>
<td>-</td>
<td>0.5</td>
<td>1.0</td>
<td>1.5</td>
</tr>
</tbody>
</table>

** ASME Net figures include IGTI & IPTI Operations. They also include savings related to staffing openings and timing of hires.
April Activity & Results

- Sectors & operating units refined and improved budgets
  Revenue - Publishing & Institutes - $0.7M
  Expense - Institutes and K&C/Events - $2.6M
  - Sales & Marketing - $0.8M
  - Volt/LTC - $0.8M
  - Publishing - $0.7M
  - Additional labor savings - $1.1M
  - Other operating units - $0.9M
  (Added Expense) Capital/Amortization – ($1.7M)

April Activity & Results

- Result is a three year balanced budget (surplus)
  Revenue improved by $0.7M
  Expense improved by $5.2M
  Net improved by $5.9M to a $0.4M Surplus
  from ($5.5M) deficit
### FY13-15 Budget
($ millions)
(June 2012)

<table>
<thead>
<tr>
<th>ASME Budget</th>
<th>FY13</th>
<th>FY14</th>
<th>FY15</th>
<th>Totals</th>
</tr>
</thead>
<tbody>
<tr>
<td>Revenues: Operations</td>
<td>$98.1</td>
<td>$105.1</td>
<td>$108.4</td>
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<td>Expense: Operations</td>
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<tr>
<td>Revenue: Institutes</td>
<td>$4.5</td>
<td>$5.7</td>
<td>$5.8</td>
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<tr>
<td>Expense: Institutes</td>
<td>$3.8</td>
<td>$4.5</td>
<td>$4.0</td>
<td>$12.9</td>
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<tr>
<td>Institutes Net</td>
<td>$.8</td>
<td>$1.2</td>
<td>$1.8</td>
<td>$3.8</td>
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<tr>
<td><strong>Total ASME Revenue</strong></td>
<td>$102.6</td>
<td>$110.8</td>
<td>$114.3</td>
<td>$327.7</td>
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<tr>
<td><strong>Total ASME Expense</strong></td>
<td>$103.8</td>
<td>$111.0</td>
<td>$112.5</td>
<td>$327.3</td>
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<tr>
<td><strong>Total ASME Net</strong></td>
<td>$(1.2)</td>
<td>$(.2)</td>
<td>$1.8</td>
<td>$0.4</td>
</tr>
</tbody>
</table>

### ASME Operating Summary ($ Millions)

**FY13 Revenue Budget**
Total = $102.6M

- Codes & Standards: $10.7
- Publications: $15.9
- Institutes: $7.3
- ESET: $29.5
- Conformity Assessment: $1.9
- Membership: $4.5
- K&C and Events: $0.1
- Training & Development: $0.3

**FY13 Expense Budget**
Total = $103.8M

- Codes & Standards: $24.3
- Publications: $6.1
- Institutes: $10.6
- ESET: $11.7
- Conformity Assessment: $0.5
- Membership: $8.1
- K&C and Events: $3.8
- Training & Development: $2.2
- Public Affairs & Outreach: $12.9
- Sales & Marketing: $5.9
ASME Operating Expense - FY13 Budget
by Type ($millions)

Total = $103.8M

- Salary & Benefits
- Conformity Assessment
- Auditing Services
- Other Consultants
- Facilities
- Travel & Meetings
- Postage/Supplies
- Mfg/Prod
- Adv/Promo
- Other
- Conferences

Investing in the Future

Cost of Doing Business

- asme.org
- Infrastructure investment – Facilities, XML (Digital Path), IT systems
- Intellectual property protection (e.g. anti-piracy; standards incorporated by reference; challenge; protection of ASME registered trademarks globally)

Organizational Growth

- Energy (portfolio growth especially in new technologies and applications)
- Global Impact (offices, E4C, trade facilitation, technology transfer)
- Workforce development (e.g. personnel credentialing, student engagement)
- Potential acquisitions (for content, for membership, for mission)
Highlights of This Budget

• Major investment in the move to 2 Park Ave
  – $13M for capital/physical move
  – Added expense of over $6M in amortization & rent
  – Accounting for unoccupied building in non-operating/non-budgeted
• $3.0M assumed in FY13 for savings on managing human resources
  – Additional $.5M challenge based on management experience
• FY14 starts the first year of the 2 year Boiler Code cycle
• A new direction/model to be proposed for VOLT
  – Scaled down in FY14 & FY15
  – Plans & model to be developed

Highlights of This Budget

• Most conference revenues/expenses are not included in the operating budget
  – Technical Divisions & Institutes continue to add to their custodial funds (from both operations & investments managed in ASME’s portfolio)
  – Reporting these activities is important for in support of ASME’s mission & goals, and because these funds are part of reported ASME’s 990 as a 501 ( c ) 3
  – Current custodial model needs revisiting & more complete reporting
### FY13-15 Budget
($ millions)

<table>
<thead>
<tr>
<th>ASME Budget</th>
<th>FY13</th>
<th>FY14</th>
<th>FY15</th>
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<td>General Fund Net</td>
<td>$(2.0)</td>
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<tr>
<td>Revenue : Institutes</td>
<td>$4.5</td>
<td>$5.7</td>
<td>$5.8</td>
<td>$16.0</td>
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<tr>
<td>Expense: Institutes</td>
<td>$3.8</td>
<td>$4.5</td>
<td>$4.0</td>
<td>$12.9</td>
</tr>
<tr>
<td>Institutes Net</td>
<td>$.8</td>
<td>$1.2</td>
<td>$1.8</td>
<td>$3.8</td>
</tr>
</tbody>
</table>

**Total ASME Revenue** $102.6 $110.8 $114.3 $327.7

**Total ASME Expense** $103.8 $111.0 $112.5 $327.3

**Total ASME Net** $(1.2) $(.2) $1.8 $0.4

### ASME Capital Budget Request - FY 2013 - 2015 Budgets

**Non-Computer Related:**
- NY Executive Director's Fund $100,000 $100,000 $100,000
- NY NY Renovations & Furniture $30,000 $100,000 $100,000
- NJ NJ Building & Equipment $140,000 $140,000 $115,000
- DC DC - Furniture & Equipment $25,000 $25,000 $25,000
- Institute Furniture & Equipment $110,000 $150,000 $60,000

**Subtotal-Non-Computer Related** $495,000 $515,000 $380,000

**Computer Related:**
- Computers Replacements $276,500 $336,500 $240,000
- SAC Digital Path $750,000 $250,000 $250,000
- Digital Library – SilverChair & ASME.org integrations $625,000
- Standards CS Connect – Code Committee Collaboration $50,000 $95,000 $250,000
- Conformity Assessment – Web Platform $950,000 $250,000 $0
- Personify Platform Project Accounting $100,000
- Accounting & Forecasting systems $100,000
- Miscellaneous Licenses & shared printers $128,400 $72,300 $31,800
- Houston & DC Office relocation - Computer-related items $111,200 $100,000 $10,000
- Infrastructure & Network - See Detail Summary $2,244,100 $2,051,900 $2,061,800

**Subtotal-Computer Related** $5,423,200 $2,320,300 $1,022,800

**Total Capital Equipment Request** $5,828,200 $2,572,200 $1,022,800

**NY HQ Project** (Approved 2012 = $2.45M)

<table>
<thead>
<tr>
<th>Requested FY 2013</th>
<th>Requested FY 2014</th>
<th>Requested FY 2015</th>
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</thead>
<tbody>
<tr>
<td>$10,250,000</td>
<td>$0</td>
<td>$0</td>
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</table>
COFI Recommended Motion:

To Approve FY13-FY15 Operating and Capital Budget Plan as submitted and presented.
ASME Board of Governors
Agenda Item
Cover Memo

Date Submitted: April 30, 2012
BOG Meeting Date: June 3, 2012

To: Board of Governors
From: asme.org Advisory Task Force
Presented by: Said Jahanmir and Susan O’Neill
Agenda Title: Final Report of the Task Force

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

The asme.org Advisory Task Force has developed a Strategic Metrics Framework to assess the success of the new asme.org website in supporting ASME. The metrics are intended to evaluate how ASME is progressing towards its mission and strategic objectives as outlined in the Balanced Score Card.

Proposed motion for BOG Action: (if appropriate)
1. Accept the Task Force Report
2. Sunset the Task Force

Attachments:
Power Point Presentation
Strategic Metrics Framework
ASME.org Advisory Task Force Report

Said Jahanmir, Chair
Howard Berkof
Warren DeVries
Julie Bachmann Kulik
Sharon Miller, ASME Staff
Debra Newton
Susan O’Neill, External Consultant
Reggie Vachon, Advisor

BOG Meeting
June 3, 2012

Background -- Advisory Task Force

**Formed by ASME President** in December 2010

**Focus:** ASME.org re-design project

**Activities:**

- Review and assessment of the project’s Phase 1 deliverables – April 2011 report
- Analysis of proposed plans for Phases 2/3 – June and September 2011 reports
- Recommendations for measuring the effectiveness of ASME.org – June 2012 report
Background -- ASME.org Project

- Multi-phase project to re-design and update ASME’s online presence
- First phase focused on basics for improving user experience -- released March 2011
- Second phase focuses on social networking capabilities to build and nurture a virtual Engineering Community
  - Find each other and make new connections
  - Network and share with each other
  - Facilitate group collaboration
  - Comment on current issues
  - Participate in ASME online events
- Second phase targeted for release in November 2012
- Third phase will provide improvements and upgrades to existing ASME tools including Calendar, Conferences, Job Board, E-Commerce Engine – focus of 2013

Task Force Recommendations for Measuring ASME.org Effectiveness

- View ASME’s online strategy within the context of the larger ASME business strategy.
- Create a Strategic Metrics Framework to assess how the online strategy is helping ASME achieve its overall business goals.
- Use this tool to monitor, evaluate and fine-tune ASME’s online activities; adjust when needed to align with evolving ASME priorities

**Strategic Metrics Framework Structure**

<table>
<thead>
<tr>
<th>ASME Enterprise Scorecard</th>
<th>ASME.org</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mission</td>
<td>Objectives</td>
</tr>
<tr>
<td>Global Impact</td>
<td>Approach</td>
</tr>
<tr>
<td>Energy</td>
<td>Key Performance Indicators (KPI's)</td>
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<tr>
<td>Engineering Workforce Development</td>
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<table>
<thead>
<tr>
<th>ASME Business Goals</th>
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<tbody>
<tr>
<td>Revenue Growth</td>
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<tr>
<td>Engagement</td>
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### Strategic Metrics Framework
#### ASME Mission

<table>
<thead>
<tr>
<th>How ASME.org Supports</th>
<th>KPI’s</th>
</tr>
</thead>
<tbody>
<tr>
<td>Make ASME.org the center of engineering conversations online</td>
<td>✓ Unique visitors</td>
</tr>
<tr>
<td>Increase online awareness of ASME’s depth of technical knowledge</td>
<td>✓ Page views</td>
</tr>
<tr>
<td>Differentiate ASME.org from the websites of similar organizations through an engaging and innovative user experience</td>
<td>✓ Search Engine Optimization rankings for priority content</td>
</tr>
<tr>
<td></td>
<td>✓ New registered participants</td>
</tr>
<tr>
<td></td>
<td>✓ Active registered participants</td>
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### Strategic Metrics Framework
#### Global Impact

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<tr>
<th>How ASME.org Supports</th>
<th>KPI’s</th>
</tr>
</thead>
<tbody>
<tr>
<td>Reduce barriers for engineers outside the U.S. to join the ASME community and participate in its activities</td>
<td>✓ New registered non-US participants</td>
</tr>
<tr>
<td>Increase the online engagement of engineers outside the U.S.</td>
<td>✓ Active registered non-US participants</td>
</tr>
<tr>
<td></td>
<td>✓ Unique non-US visitors</td>
</tr>
</tbody>
</table>

Recommendation: Explore the possibility of integrating the KPI’s above into the Global Index. Also, explore the possibility of integrating information about E4C activity into the KPI’s.
### Strategic Metrics Framework

#### Energy

<table>
<thead>
<tr>
<th>How ASME.org Supports</th>
<th>KPI’s</th>
</tr>
</thead>
<tbody>
<tr>
<td>Highlight ASME’s energy expertise and knowledge in the online space.</td>
<td>✓ Search Engine Optimization ranking for energy-related keywords</td>
</tr>
<tr>
<td>Support the development of IP in the energy area by making it easy for an online community to come together around emerging energy issues</td>
<td>✓ Page views for Energy-related content</td>
</tr>
<tr>
<td></td>
<td>✓ Registered participants with expressed interest in Energy</td>
</tr>
<tr>
<td></td>
<td>✓ Active registered participants with expressed interest in Energy</td>
</tr>
</tbody>
</table>

Recommendation: Explore the possibility of integrating the KPI’s above into the Energy Index.

#### Engineering Workforce Development

<table>
<thead>
<tr>
<th>How ASME.org Supports</th>
<th>KPI’s</th>
</tr>
</thead>
<tbody>
<tr>
<td>Engage and retain a new generation of active ASME participants using contemporary tools</td>
<td>✓ New registered participants who are engineering students</td>
</tr>
<tr>
<td>Support an integrated “offline to online” Engineering Workforce Development approach</td>
<td>✓ Retention of college student registered participants post-graduation</td>
</tr>
<tr>
<td>Facilitate on-demand training and education</td>
<td>✓ Page views for online courses</td>
</tr>
<tr>
<td></td>
<td>✓ Number of online course participants</td>
</tr>
<tr>
<td></td>
<td>✓ Page views for content related to student competitions</td>
</tr>
</tbody>
</table>

Recommendation: Explore the possibility of integrating the KPI’s above into the Engineering Workforce Development Framework being developed.
### Strategic Metrics Framework

#### Revenue Growth

<table>
<thead>
<tr>
<th>How ASME.org Supports</th>
<th>KPI’s</th>
</tr>
</thead>
<tbody>
<tr>
<td>Make it easier for visitors to the web site to find products and services that are relevant to them (cross-selling)</td>
<td>✓ E-commerce revenues</td>
</tr>
<tr>
<td>Stimulate a habit of recurring visits to the web site among visitors</td>
<td>✓ Average e-commerce revenues per transaction</td>
</tr>
<tr>
<td>Make e-commerce transactions easier</td>
<td>✓ Annual sponsorship revenues</td>
</tr>
<tr>
<td>Explore new online revenue streams (sponsorships, online training and virtual conferences) – these revenue streams will not be significant but can have incremental value</td>
<td></td>
</tr>
</tbody>
</table>

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#### Engagement

<table>
<thead>
<tr>
<th>How ASME.org Supports</th>
<th>KPI’s</th>
</tr>
</thead>
<tbody>
<tr>
<td>Grow the number of active ASME community participants, especially among Early Career Engineers.</td>
<td>✓ Active registered participants</td>
</tr>
<tr>
<td>Broaden and increase online activity among ASME community participants.</td>
<td>✓ Page views of Committee and other group pages</td>
</tr>
<tr>
<td></td>
<td>✓ Page views for Calendar, Conference and Job Board landing pages</td>
</tr>
</tbody>
</table>
Dependencies

Success of the online strategy is dependent on:

- Development of high quality content
- Greater integration between ASME’s off-line and on-line activities
- Nurturing of a robust virtual community
- Promotion of ASME’s web-based content
- Innovation and change as user needs and technology evolve

Success will not occur overnight. Long-term commitment is needed.

Task Force Recommendations

- Accept the Advisory Task Force Report
- Sunset the Advisory Task Force
- Initiate a new Task Force in FY13
  - Goal: Sustaining continuous improvement in the online space
  - Standing (?) Task Force of the BOG
Proposed Standing Task Force

Scope:

- Anticipate future needs
- Advocacy and education

Composition:

- Diversity
- Qualifications:
  - Will bring an enterprise perspective
  - Have knowledge of web environment and digital industry trends

Possible Task Force Membership

- Governor
- SVP
- COFI Member
- Past President Advisor
- Mid-Career Volunteer
- Early Career Volunteer
- ELT Member
- External Consultant
- Staff Support
Strategic Metrics Framework
ASME.org
An Enterprise-Wide Perspective

May 2012

This report was prepared by the ASME.org Advisory Task Force.
Introduction and Overview

This Strategic Metrics Framework has been developed by the ASME.org Advisory Task Force with the goal of providing the ASME Board of Governors and ASME management with a structured approach for assessing the effectiveness of ASME.org activities in support of ASME business strategy and objectives.

The Advisory Task Force members include:
- Said Jahanmir, Chair
- Howard Berkof
- Warren DeVries
- Julie Bachmann Kulik
- Sharon Miller, ASME Staff
- Debra Newton
- Susan O’Neill, External Consultant
- Reggie Vachon, Advisor

The Advisory Task Force focused its efforts on measurement because it was clear that there was a need to deepen the understanding of how the redesign and expansion of the ASME’s online activities will help ASME achieve its mission. The web site cannot be viewed in isolation; it is a support tool that enables ASME strategies and priorities to be executed, and it is integral to ASME activities. Therefore, it is critical for any measurement or assessment of ASME’s online activities to be viewed within the broader ASME context, and this framework provides that linkage and perspective. The Strategic Metrics Framework should be viewed as a management tool that can be used on an ongoing basis to monitor, evaluate and fine-tune ASME's online strategy.

The measures recommended in the Strategic Metrics Framework will be meaningful only if there is recognition that the success of ASME’s online strategy is dependent on ASME’s ongoing commitment to:
- Investment in and the development of high quality and relevant content
- Greater integration between ASME’s off-line and on-line activities
- Nurturing of a robust virtual community that engages in networking and collaboration
- Promotion of ASME’s web-based content
- Innovation and change as user needs and technology evolve

Success will not be achieved overnight. Long-term commitment is required.
Strategic Metrics Framework

The Strategic Metrics Framework on the following pages outlines how specific ASME's Enterprise Scorecard and Business Goals are supported by ASME.org. For each goal, the Task Force has provided recommendations for the ASME.org approach and Key Performance Indicators (KPI's) along with timing for implementation.

*Please note: this Framework should be viewed as a measurement tool to be revisited and updated periodically so that it remains aligned with ASME’s evolving business strategy and priorities.*

### Strategic Metrics Framework

<table>
<thead>
<tr>
<th>ASME Enterprise Scorecard Goals</th>
<th>How ASME.org Supports</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Mission:</strong> ASME will be the essential resource for mechanical engineers and other technical professionals throughout the world for solutions that benefit humankind.</td>
<td><strong>Objectives</strong></td>
</tr>
<tr>
<td>Make ASME.org the center of engineering conversations online.</td>
<td></td>
</tr>
<tr>
<td>Increase online awareness of ASME’s depth of technical knowledge.</td>
<td></td>
</tr>
<tr>
<td>Differentiate ASME.org from the websites of similar organizations through an engaging and innovative user experience.</td>
<td></td>
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</table>

<table>
<thead>
<tr>
<th>Approach</th>
<th>KPI’s</th>
<th>Timing</th>
</tr>
</thead>
<tbody>
<tr>
<td>Introduction of a user-oriented perspective through new visual identity, topic structure and article pages</td>
<td>Unique visitors</td>
<td>Phase 1</td>
</tr>
<tr>
<td>Development of more web-friendly content including optimization for search engines and more robust promotion of ASME content</td>
<td>SEO rankings for priority content</td>
<td>Phases 1 and 2</td>
</tr>
<tr>
<td>Broadening ASME’s reach by enabling non-ASME members to register as ASME.org Participants in ASME’s online community</td>
<td>New non-ASME member registered participants</td>
<td>Phase 2</td>
</tr>
<tr>
<td></td>
<td>Active non-AMSE member registered participants</td>
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</tbody>
</table>

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<tr>
<th>Agenda Appendix 2.5.2</th>
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<tr>
<td>Page 11 of 15</td>
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</tbody>
</table>
## Strategic Metrics Framework

<table>
<thead>
<tr>
<th>ASME Enterprise Scorecard Goals</th>
<th>How ASME.org Supports</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Global Impact:</strong> ASME will collaborate to develop and provide locally relevant engineering resources that advance public safety and quality of life throughout the world.</td>
<td><strong>Objectives</strong></td>
</tr>
<tr>
<td><strong>Objectives</strong></td>
<td></td>
</tr>
<tr>
<td>Reduce barriers for engineers outside the U.S. to join the ASME community and participate in its activities.</td>
<td></td>
</tr>
<tr>
<td>Increase the online engagement of engineers outside the U.S.</td>
<td></td>
</tr>
<tr>
<td><strong>Approach</strong></td>
<td><strong>KPI's</strong></td>
</tr>
<tr>
<td>Addition of features that make online community participation easy, convenient and whenever the user has the time</td>
<td>New registered non-US participants</td>
</tr>
<tr>
<td></td>
<td>Active registered non-US participants</td>
</tr>
<tr>
<td>Promotion of ASME content that is relevant to non-US audiences</td>
<td>Unique non-US visitors</td>
</tr>
<tr>
<td><strong>Recommendation:</strong> Explore the possibility of integrating the KPI's above into the Global Index. Also, explore the possibility of integrating information about E4C activity into the KPI's.</td>
<td></td>
</tr>
</tbody>
</table>

| **Engineering Workforce Development:** ASME will foster a broader, competent, vibrant and more diverse engineering workforce with sustained engagement in ASME over all career stages. | **Objectives** |
| **Objectives** | |
| Engage and retain a new generation of active ASME participants using contemporary tools. | |
| Support an integrated “offline to online” Engineering Workforce Development approach. | |
| Facilitate on-demand training and education. | |
| **Approach** | **KPI's** | **Timing** |
| Addition of features that make online community participation easy, convenient and whenever the user has the time | New registered participants who are engineering students | Phase 2 |
| | Retention of college student registered participants post-graduation | |
| Development and promotion of online training programs, events and life-long learning | Page views for online courses | Phase 3 |
| | Number of online course participants | |
| Promotion and support of student competitions | Page views for content related to student competitions | Phase 2 |
| **Recommendation:** Explore the possibility of integrating the KPI's above into the Engineering Workforce Development Framework that is under development. | |
## Strategic Metrics Framework

<table>
<thead>
<tr>
<th>ASME Enterprise Scorecard Goals</th>
<th>How ASME.org Supports</th>
</tr>
</thead>
</table>
| **Energy:** ASME will serve as an essential energy technology resource and a leading advocate for technically sound energy policies. | **Objectives**<br>Highlight ASME’s energy expertise and knowledge in the online space.  
Support the development of IP in the energy area by making it easy for an online community to come together around emerging energy issues.  |
| **Approach** | **KPI’s** | **Timing** |
| Development of more web-friendly Energy content including optimization for search engines and more robust promotion of Energy content | Search Engine Optimization (SEO) ranking for energy-related keywords  
Page views for Energy-related content | Phases 1 and 2 |
| Addition of online community features combined with a targeted promotion campaign for participants with an interest in Energy | Registered participants with expressed interest in Energy  
Active registered participants with expressed interest in Energy | Phase 2 |
| **Recommendation:** Explore the possibility of integrating the KPI's above into the Energy Index. | |

| **Financial:** Run an efficient and financially successful operation | **Objectives**<br>Maximize the leverage of online tools to support critical processes such as member registration, group sharing and communications, conference participation and e-commerce.  
Standardize and streamline ASME’s online and digital operations. |
| **Approach** | **KPI’s** | **Timing** |
| Because ASME.org is externally not internally focused, the Task Force does not have recommendations for this internally focused goal. | |

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*Page | 5*
<table>
<thead>
<tr>
<th>Strategic Metrics Framework</th>
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</thead>
<tbody>
<tr>
<td><strong>ASME Business Goals</strong></td>
</tr>
<tr>
<td><strong>Revenue growth</strong></td>
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<tr>
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<th>Timing</th>
</tr>
</thead>
<tbody>
<tr>
<td>New content strategy – addition of Topic and Article pages, addition of contextual relevant links throughout the site, and optimization of content for public search engines</td>
<td>E-commerce revenues</td>
<td>Phases 1, 2 and 3</td>
</tr>
<tr>
<td>Improvements in online shopping funnel and purchasing process</td>
<td>Average e-commerce revenues per transaction</td>
<td></td>
</tr>
<tr>
<td>New sponsorship strategy</td>
<td>Annual sponsorship revenues</td>
<td>Phases 2 and 3</td>
</tr>
</tbody>
</table>

**Engagement: Expand the ASME community as well as increase and broaden the levels of community engagement**

<table>
<thead>
<tr>
<th><strong>Objectives</strong></th>
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<td>Grow the number of active ASME community participants, especially among Early Career Engineers.</td>
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<td>Broaden and increase online activity among ASME community participants.</td>
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<th>KPI’s</th>
<th>Timing</th>
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</table>
| New community features that enable registered participants to:  
- Find each other and make new connections  
- Communicate, network and share with each other  
- Facilitate Group collaboration  
- Comment on current issues  
- Stay informed about what activities and events their peers are attending  
- Participate in ASME online events | Active registered participants  
Page views of Committee and other group pages | Phase 2 |
| Improvements in Calendar, Conference and Job Board capabilities | Page views for Calendar, Conference and Job Board landing pages | Phase 3 |
Definitions

The following terms are used in the Strategic Metric Framework. The definitions for each term are included below.

- **KPI's**: Key Performance Indicators or measures.
- **Unique Visitors**: The number of individual users, within a defined timeframe, with activity consisting of one or more visits to a site.
- **Page Views**: The number of times a web page is viewed.
- **Search Engine Optimization (SEO) Rankings**: Position in which a website appears on public search engine results pages.
- **New Registered Participants**: The number of individual users who register to become online ASME Participants.
- **Active Registered Participants**: The number of registered ASME Participants who log in one or more times within a defined timeframe.
- **E-Commerce Revenues**: ASME revenues generated through online purchases.
- **Average E-Commerce Revenues per Transaction**: the average size of an online purchase.
- **Annual Sponsorship Revenues**: Revenues generated by sponsorship relationships; revenues typically tied to the number of times users click on the sponsor's link on an ASME web page.
ASME Board of Governors
Agenda Item
Cover Memo

Date Submitted: May 15, 2012
BOG Meeting Date: June 3, 2012

To: Board of Governors
From: Leadership Task Force
Presented by: Julio Guerrero
Agenda Title: ASME Leadership Task Force

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

- A summary of the work of the Leadership Task Force will be presented

Proposed motion for BOG Action: (if appropriate)

None

Attachments: PowerPoint
ASME Leadership Task Force

Sunset Report

J. Guerrero Ph.D.
Leadership in ASME is a vital and important function that helps to assure the Society’s ongoing vitality and success.

- Task Force met via webinars, individual meetings and by email correspondence.
- Referred to work by ASME task forces in previous years in order to avoid redundancy and make efficient use of previous ASME studies.
  - ASME VOLT Leadership Path – 2011 – 2012
  - 2009 Future Leadership Task Force Report
- The above materials had many useful recommendations in regards to ASME Leadership. However, it was evident to the Task Force that some recommendations were not acted on.
This Task Force recommends the following ideas be further researched in the next fiscal year to determine their feasibility for implementation.

1. Make leadership development an integral part of the long term strategy of ASME.

2. Attract and keep key potential leaders in our organization.

3. Make people development an integral part of ASME’s staff and volunteer culture.

4. Provide ways for prominent industrialists and leaders to fill knowledge gaps by having them serve as advisors to existing ASME units.
ASME Board of Governors
Agenda Item
Cover Memo

Date Submitted: May 17, 2012
BOG Meeting Date: June 3, 2012

To: Board of Governors
From: David Webber
Presented by: Madiha Kotb and David Webber
Agenda Title: Uniform Reporting Task Force

Agenda Item Executive Summary:

A summary of the work of the Uniform Reporting Task Force will be presented.

Proposed motion for BOG Action: *(if appropriate)*
None

Attachments: None
Date Submitted: April 18, 2012  
BOG Meeting Date: June 3, 2012

To: Board of Governors  
From: (Sector/Unit/Task Force/Other)Public Affairs & Outreach Sector  
Presented by: Stacey Swisher Harnetty and Bill Wepfer  
Agenda Title: PAO Sector Strategic Plan Update

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

An overview of the draft strategic plan for the Public Affairs & Outreach Sector will be presented.

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

None

Attachments:

A presentation deck will be provided
Public Affairs & Outreach Sector
Draft Strategic Plan
May, 2012

Background

• The strategic planning process has run in parallel to the first year of operation for sector units
• The focus areas are intended to provide strategic direction for the sector – a roadmap for how we can be more than the sum of our parts
• While the focus areas have sector unit champions, all PAO sector units and other sectors are encouraged to participate in the focus areas of interest
• All units and functions of the sector are essential and will continue to run their programs and plan for the future
Early Wins

- Engineers Week: Success enabled by collaboration among PAO units
- Engineering for Global Development: Committee launched and strategic plan developed
- Federal Fellows: USAID Fellowship established
- PAO – ASME Foundation collaboration: Focus areas identified for growth
- PAO Strategic Plan: Process engaged units across the sector in working together on a common vision for the future.

PAO Strategic Plan Overview

**Vision & Mission:** What we want to be and why we exist

**Core Values:** What we believe in and how we will behave

**Strategy:** Our game plan for achieving the vision and mission

Strategic Priority Statements tell the story of our strategy.

**Balanced Scorecard:** How we execute and monitor the strategy

The BSC includes:
- Strategy Map with operational objectives and definitions
- Scorecard with measures and targets
Public Affairs & Outreach Sector

Vision:
To improve the quality of life for all people by engaging and collaborating with key stakeholders.

Mission:
Expanding global awareness, knowledge and application of engineering and technology through education and advocacy with the public, industry, academia and government.

ASME Core Values:

- Embrace integrity and ethical conduct
- Embrace diversity and respect the dignity and culture of all people
- Nurture and treasure the environment and our natural and man-made resources
- Facilitate the development, dissemination and application of engineering knowledge
- Promote the benefits of continuing education and of engineering education
- Respect and document engineering history while continually embracing change
- Promote the technical and societal contribution of engineers
Public Affairs & Outreach

Key Drivers for Our Strategy

- Collaboration among PAO units
- Collaboration between PAO and other sectors
- Collaboration with key external stakeholders
- Alignment with enterprise strategic priorities

Public Affairs & Outreach

Strategic Focus Areas

- K-12 STEM Education
- Public Policy
- Engineering for Global Development
K-12 STEM Education

Strategy Statement:

ASME’s K-12 STEM Education Programs will deliver a set of pre-college programs that will inspire and equip educators with information and tools to make “the E in STEM” a reality for their students and will also help improve public awareness about engineering career paths of today for educators, students, and other education stakeholders.

K-12 STEM Education

Key Objectives

• Equip teachers with tools and training so as to have a multiplier effect on the “pipeline”

• Leverage ASME name recognition and established network on university campuses, to partner with colleges of education and engineering.

• Collaborate with key strategic partners (education, professional society, foundation, corporate, government) to reach and engage non-ASME audiences.

• Build on ASME’s communications capacity to raise awareness of the profession among educators and their students and celebrate leaders in pre-college engineering.
Priorities for New and Expanded Programs

1. Teacher development and resources:
   - STEM Kits (partner with national sponsors)
   - Micro-Grants for teachers and schools
   - Inspire Innovation Workshops (Middle School Focus)

2. Proactive outreach engaging university students/ambassadors and retired engineers

Engineering for Global Development

**Strategy Statement:**

EGD programs will facilitate and accelerate the development and dissemination of appropriate and sustainable technologies for underserved communities. These sustainable solutions help to fulfill the most basic of human needs, such as access to clean, safe drinking water, adequate sanitation, and electricity.
Engineering for Global Development

Key Objectives

• Knowledge/Content Development: Developing content that increases engineering rigor and facilitates industry interest

• Public Policy, Advocacy and Recognition: Recognizing and advocating for the role of engineering in social innovation

• Social Innovation Tech Development and Transfer: Creating funding mechanisms and brokering relationships between various stakeholders in the development and transfer of social innovations

• Education and Capacity Building: Developing global educational programs focused on technology research, development and transfer.

Priorities for New and Expanded Programs

1. Content Development:
   • Case Studies in Social Innovation
   • E4C Appropriate Solutions Evaluation Program (ASEP)

2. Public Policy, Advocacy and Recognition
   • NGO Fellows with UNESCO pilot

3. Social Innovation Technology Development
   • Engagement with academia, NGOs and industry
Public Policy

Strategy Statement:
To impact public policies affecting ASME and engineers and to provide a public service to enable technically sound public policies.

Public Policy
Key Objectives

• Provide policy makers at all levels of government with access to and proactively request technical information and expertise in advising their policy decisions on engineering related topics.

• Increase awareness among engineers about how government decisions are affecting their profession and livelihood.
Priorities for New and Expanded Programs

1. Public Policy Communication Initiative
2. Regional, State and Local Policy Interaction
3. Federal Fellowships Growth

Other Strategic Plan Elements

- Collaboration: All PAO boards and committees will collaborate in the implementation of the sector strategic plan; PAO will also collaborate with other sectors and external partners.
- Student and Early Career sector: Engagement of students and early career engineers is essential for the successful implementation of the PAO strategic plan.
- Communications effectiveness: PAO will leverage the expertise within the Public Information staff to enhance effectiveness of the sector programs.
- On-going PAO Programs: The sector will continue with other core programs that are outside the three strategic focus areas
Balanced Scorecard

• The PAO sector will continue to use the balanced scorecard as the tool to develop the sector’s annual operating plan (objectives, measures and targets) for implementing the strategic plan.
ASME Board of Governors
Agenda Item
Cover Memo

Date Submitted: May 09, 2012
BOG Meeting Date: June 03, 2012

To: Board of Governors
From: (Sector/Unit/Task Force/Other) Student and Early Career Task Force; Public Affairs & Outreach and Knowledge & Community Sectors
Presented by: Stacey Swisher Harnetty, Tom Libertiny and Cynthia Stong
Agenda Title: Proposed Bylaws for Student & Early Career Development Sector

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

Student & Early Career Taskforce will present the proposed bylaws for the newly approved Student & Early Career Development Sector. The proposed bylaws list 1 VP for the Board on Leadership & Recognition and 2 Board Chairs for the Board on Student Programs and the Board on Career Development. The Student & Early Career Taskforce recommends for the Board Chairs to be VPs for the respective boards as well. However this item merits a discussion to consider all ramifications. The Committee on Organization and Rules endorses further discussion to consider all ramifications.

Proposed motion for BOG Action: (if appropriate)
Action is requested to approve the following Motion:

To endorse the Student & Early Career Development Sector Bylaws.

Attachments:
Two
What is a proposed composition of the Sector Council?

Student and Early Career Development Sector Council

- Committee on Partnerships
- Committee on Global Perspective
- Committee on Communication & Marketing
- Board on Career Development
- Board on Student Programs
- Board on Leadership & Recognition
B5.7.1.2 The Student and Early Career Development Sector shall be led by a Council that consists of the following voting membership: a Senior Vice President as Chair; one member-at-large; the Vice President for the Board on Leadership and Recognition; the Board Chairs of the following: Board on Career Development and Board on Student Programs; and the Chairs of the following: Committee on Partnerships; Committee on Global Perspective; Committee on Communication and Marketing. The Director, Student and Early Career Development is a non-voting member.

B5.7.2.2 The Board on Career Development, under the direction of the Student and Early Career Development Council, is responsible for the activities of the Society that relate to career development of the early career engineers. The Board shall consist of a Board Chair, appointed by the Senior Vice President and a membership as determined by the Student and Early Career Development Council.

B5.7.2.3 The Board on Student Programs, under the direction of the Student and Early Career Development Council, is responsible for development of programs for students. The Board shall consist of a Board Chair, appointed by the Senior Vice President and a membership as determined by the Student and Early Career Development Council.

B5.7.2.4 The Board on Leadership and Recognition, under the direction of the Student and Early Career Development Council, is responsible for activities of the Society that relate to the leadership and recognition of students and early career engineers. The Board shall consist of a Vice President*, Leadership and Recognition as Chair and a membership as determined by the Student and Early Career Development Council.

* - VP position moved from PAO
PROPOSED BY-LAW REVISIONS

TO CREATE

Student and Early Career Development sector

Draft May 09, 2012

B5.7 STUDENT AND EARLY CAREER DEVELOPMENT SECTOR

B5.7.1.1 The Student and Early Career Development Sector, under the direction of the Board of Governors, is responsible for meeting the needs and providing a voice for students and early career engineers. The Student and Early Career Development Sector will maintain a current Sector Operation Guide that will contain operational details of the Student and Early Career Development that are not in these By-Laws.

B5.7.1.2 The Student and Early Career Development Sector shall be led by a Council that consists of the following voting membership: a Senior Vice President as Chair; one member-at-large; the Vice President for the Board on Leadership and Recognition; the Board Chairs of the following: Board on Career Development and Board on Student Programs; and the Chairs of the following: Committee on Partnerships; Committee on Global Perspective; Committee on Communication and Marketing. The Director, Student and Early Career Development is a non-voting member.

B5.7.1.3 The incoming Senior Vice President, Student and Early Career Development shall be nominated by the Student and Early Career Development Council from among its past or present 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 Student and Early Career Development Council, then the Council 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 the Student and Early Career Development are not eligible to become the Senior Vice President.

B5.7.1.4 The member-at-large shall be appointed by the Board of Governors, upon a recommendation of the Student and Early Career Development Council. The term of the member-at-large shall be one year.

B5.7.2.1 The following Boards will report directly to the Student and Early Career Development Council: Board on Career Development; Board on Student Programs; Board on Leadership and Recognition.

B5.7.2.2 The Board on Career Development, under the direction of the Student and
Early Career Development Council, is responsible for the activities of the Society that relate to career development of the early career engineers. The Board shall consist of a Board Chair, appointed by the Senior Vice President and a membership as determined by the Student and Early Career Development Council.

B5.7.2.3 The Board on Student Programs, under the direction of the Student and Early Career Development Council, is responsible for development of programs for students. The Board shall consist of a Board Chair, appointed by the Senior Vice President and a membership as determined by the Student and Early Career Development Council.

B5.7.2.4 The Board on Leadership and Recognition, under the direction of the Student and Early Career Development Council, is responsible for activities of the Society that relate to the leadership and recognition of students and early career engineers. The Board shall consist of a Vice President, Leadership and Recognition as Chair and a membership as determined by the Student and Early Career Development Council.

B5.7.3.1 The following committees shall report directly to the Student and Early Career Development Council: Committee on Partnerships; Committee on Global Perspective and Committee on Communication and Marketing.

B5.7.3.2 The Committee on Partnerships, under the direction of the Student and Early Career Development Council, is responsible for building right partnerships with local schools and organizations to sponsor and grow new programs. The Committee on Partnerships will consist of a Chair, appointed by the Senior Vice President, Student and Early Career Development and a membership, as determined by the Student and Early Career Development Council.

B5.7.3.3 The Committee on Global Perspective, under the direction of the Student and Early Career Development Council, shall provide insight on the development of programs for students and early career engineers globally that further ASME strategic objectives. The Committee will consist of a Chair, appointed by the Senior Vice President, Student and Early Career Development and a membership, as determined by the Student and Early Career Development Council.

B5.7.3.4 The Committee on Communication and Marketing, under the direction of the Student and Early Career Development Council, shall influence consistent marketing and communication messages and effective delivery channels for the programs serving students and early career engineers. The Committee will consist of a Chair, appointed by the Senior Vice President, Student and Early Career Development and a membership, as determined by the Student and Early Career Development Council.
Other By-Law changes affected by B5.7

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 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
Vice President for Leadership and Recognition

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.

B5.2.1 The sectors reporting to the Board of Governors shall be the Standards and Certification Sector, the Institutes Sector, the Knowledge and Community Sector, and the Public Affairs and Outreach Sector and the Student and Early Career Development 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.

B5.3.1.2 The Public Affairs and Outreach Sector shall be led by a Council that consists of the following voting membership: a Senior Vice President as Chair; two members-at-large; the Vice Presidents for the following Boards: Education; Global Outreach; and Government Relations; and Students and Early Career and the Chairs of the following: Industry Advisory Board; Innovation Committee; Strategic Issues Committee; Diversity and Inclusion Strategy Committee. The Associate Executive Director, Public Affairs and Outreach, is a non-voting member.

B5.3.2.1 The following Boards will report directly to the Public Affairs and Outreach Council: Board on Education; Board on Global Outreach; Board on Government Relations; and Industry Advisory Board; and Board on Student and Early Career.

B5.3.2.5 The Board on Student 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.
ASME Board of Governors
Agenda Item
Cover Memo

Date Submitted: May 15, 2012
BOG Meeting Date: June 3rd and 6th, 2012

To: Board of Governors
From: Sector Management Committee

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

The report updates the BOG on SMC activity and is for information
There is no presentation or action required.

Proposed motion for BOG Action: (if appropriate)

No Action

Attachments:
One
I. SMC ACTIVITIES

A joint meeting of the SMC and VOLT was held in Washington DC on May 9th. SMC and VOLT discussed sector training needs, a revised LTC for K&C and the development of an Emerging Leaders Program. A set of notes will be developed later.

II. SECTOR UPDATES

Standards & Certification – Ken Balkey, June Ling, Bill Berger

QUARTERLY HIGHLIGHTS

- Standards and Certification responded to a Federal Register Request for Information (RFI), issued by the Office of Management and Budget (OMB) seeking input on how the Federal government should address issues in standards and conformity assessment that have emerged or moved to the forefront since OMB Circular A-119 – Federal Participation in the Development and Use of Voluntary Consensus Standards and in Conformity Assessment Activities – was promulgated in 1998.

  Input from the RFI will be used to inform OMB’s consideration of whether and how to supplement Circular A-119 to provide additional or more specific guidance on standards and conformity assessment to agencies engaged in rulemaking, procurement, and other activities. The S&C response continued to address issues such as the incorporation by reference of voluntary consensus standards in federal agency regulations; the reasonable accessibility and availability of such standards; and protection of copyholder rights. Several key stakeholders in the development and use of ASME Codes and Standards also responded to the RFI.

  S&C will also be participating in a related public workshop on May 15.

- An ASME Verification and Validation Symposium was held on May 2-4. This was the first large-scale conference dedicated entirely to verification, validation, and uncertainty quantification of computer simulations; over 240 abstracts were received.

- The leadership of the Japan Society of Mechanical Engineers (JSME) Task Group on Severe Accident Management (TG-SAM) will be meeting with their ASME counterparts from the Board on Nuclear C&S (BNCS) Task Force on Design Basis and Response to Severe Accidents during Boiler Code Week (week of May 14). Discussions will center on the JSME draft SAM documents.

- ASME B31.3-2010, Tuberias de Proceso was published. This document is a Spanish language translation of ASME B31.3-2010, Process Piping, developed by a Technical Committee reporting to the ASME Board on New Development, and is intended to facilitate use of the standard by regulators and industry in Spanish-speaking nations.
• A free trial is being offered for an on-line Standards and Certification Assessment Based Course. This course is designed for anyone who wants an introduction to and a better understanding of ASME Standards and Certification. Upon successful completion of all of the program modules and passing the examination, a Certificate of Completion awarding 2 pdh’s will be presented.

Knowledge & Community – Tom Libertiny, Michael Ireland

QUARTERLY HIGHLIGHTS

• K&C/PA&O Taskforce for the new Student/Early Career Sector was approved by the BOG. Work continues on developing the bylaws for the new Sector with the Committee on Rules.

• K&C redesign motion was presented to the BOG, who did not vote on it but provided feedback. Review of the comments sent to the K&C Board by the BOG is presently underway. While the review is underway the K&C Strategy and Institutes/K&C Taskforces are on hold.

• Issues still remain after the April SMC teleconference with the EC.

• Continued participation in the Uniform Reporting Task Force.

UPCOMING ACTIVITIES/WHAT’S ON THE HORIZON?

• Launch of the new Student/Early Career Sector.

• Response by the K&C Board to the comments sent by the BOG related to the K&C redesign.

• BOG review and resolution of the EC issues.

• Meeting with SMC/VOLT to determine VOLT’s future going forward.

• Participation on Nominating Committee/VOLT webinar for upcoming nomination of two K&C Vice Presidents.

• Selection of the next K&C Sr. VP nominee by the K&C Board during the Annual Meeting.

• Selection of two K&C VP nominees by the Nominating Committee during the Annual Meeting.

• Revenue sharing discussions with COFI.

Institutes – Dilip Ballal, Michael Ireland

QUARTERLY HIGHLIGHTS

• During this quarter, the two institutes IPTI and IGTI were fully engaged in preparing for two top upcoming events: Offshore Technology Conference (OTC) in Houston, TX in May and the ASME Turbo Exposition and Congress in Copenhagen Denmark in June.

• IGTI hired Charity Prentice as Operations Director in Atlanta.

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• Staff had a successful meeting with Colin Smith of the International Rolls Royce Board of Directors to talk about future partnerships with ASME.

• A very successful OTC was held on Apr 30 – May 3, with increased exhibitors and attendance. Several high level ASME volunteers attended this year, including Vicki Rockwell and Marc Goldsmith.

• Both Institute Boards held quarterly meetings.

• A hugely successful training week was held in San Antonio, Texas. IPTI’s continuing education efforts continue to grow and a new staff member, Angela Watson, was added to support continuing growth in events/conferences.

• IGTI’s ASME Turbo Expo will be held in June in Copenhagen. It has received a record number of papers: 1,154 in total. In addition to the usual events, there will be a sponsored Student Mixer.

UPCOMING ACTIVITIES/WHAT’S ON THE HORIZON?

• The formation of ASME (India) Gas Turbine Chapter is progressing well. ASME Gas Turbine Chapter of India, supported by ASME International Gas Turbine Institute (IGTI), has announced the ASME 2012 Gas Turbine India Conference at the Indian Institute of Technology Bombay to be held on December 1-2, 2012.

• The ASME (India) Section of IPTI’s Pipeline Systems Division will host an ASME India Oil and Gas Pipeline Conference in February 2013, in Jaipur, India. This conference takes place every other odd year and was established in 2007.

• OOAE will be held in Brazil in July.

• The International Pipeline Conference will be held in September in Calgary.

Public Affairs & Outreach – Stacey Swisher Harnetty, Phil Hamilton

QUARTERLY HIGHLIGHTS

Public Information (PI)

• PI leads Enterprise-wide activities and communications for EWeek 2012, including DiscoverE Educator Awards and DiscoverE Summit.

• Videos to support and promote HPVC are completed, posted on ASME.org and elsewhere.

• H&H Landmark Ceremony for Mr. Charlie in Morgan City, Louisiana.

• Communications Boot camp held for BOG and SVPs.

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Public Affairs – Strategic Issues Committee

- A draft of the 2012 environmental scan (The Future Shaping Mechanical Engineering) will be reviewed by the committee in May and finalized by Leading Futurists, LLC by June. A presentation of the findings will be given to the BOG during the Annual Meeting.

Public Affairs – Board on Government Relations

- On January 31st, ASME President Victoria Rockwell attended a meeting with Dr. John Holdren, the President’s Science Advisor, and Mr. Jon Carson of the Office of Public Engagement in the Roosevelt Room of the White House to discuss the science and technology themes in President Obama’s State of the Union.

- On April 6th, ASME President Victoria Rockwell attended the White House Women’s Economic Forum, which discussed key issues related to women and the economy. Rockwell was asked to join President Barack Obama on stage while he gave his speech. The video of the event is available at http://www.whitehouse.gov/photos-and-video/video/2012/04/06/president-obama-speaks-white-house-forum-women-and-economy

- ASME Government Relations was the lead organizer of the annual Engineering Public Policy Symposium which was convened on Capitol Hill in Washington, D.C. on Tuesday, April 17, 2012 to highlight key issues before the Administration and Congress related to “Energy and Research and Development. The annual event brought together over 100 leaders - Presidents, President-Elects and Executive Directors - from 33 engineering societies, representing more than two million engineers.

- ASME Government Relations served as the lead organizer of the 3rd annual “Diversity and Inclusion Fuels Innovation in STEM” Capitol Hill Day in Washington, DC on March 21-22, 2012. ASME convened the event on behalf of the Society of Women Engineers (SWE) as their public policy representative in DC. Twenty-seven STEM and diversity professional associations, including ASME, co-sponsored this event.

- ASME, IEEE-USA, NSF, and Discover continued our collaboration on a series of energy related congressional briefings. A briefing entitled “The Road to the New Energy Economy: Geothermal” was convened on March 27, 2012 and a briefing entitled "The Road to the New Energy Economy: Re-engineering Water for Power." was convened on April 25, 2012.

Public Affairs – Industry Advisory Board and Innovation

- On April 16-17, ASME’s Industry Advisory Board met in conjunction with the Engineering Public Policy Symposium in Washington, DC. Members of the Board on Government Relations were invited to the IAB dinner where the Roy V. Wright Award was presented to Rep. Paul Tonko (D-NY) who then gave the Roy V. Wright lecture.

Outreach - Engineering for Global Development (EGD) Committee

- In collaboration with the Innovation Committee, a concept note was submitted with other consortium partners in response to the USAID RFA on higher education engagement. This consortium aims to bring all stakeholders together to identify technological opportunities that industry, NGOs, and academia would like to engage in to help aid development and social innovation initiatives. ASME will find out in the coming months whether it will be invited to
submit a full proposal.

- In collaboration with Ball State University, ASME has completed a draft report of the 2010 Research in Materials and Manufacturing for Extreme Affordability (RIMMEA) workshop funded by the National Science Foundation.

- Working with the AAAS Science and Human Rights Coalition, EGD hosted a focus group at the 2012 ASME Leadership Training Conference on the topic of "defining the right to the benefits of scientific progress and its applications."

**Outreach - Engineering for Change (E4C)**

- ASHRAE & ASABE have joined the E4C Coalition as Network Sponsors.

- Edelman, a leading independent public relations firm, was commissioned to conduct a thorough review of the E4C platform, including a digital audit to analyze the effectiveness of online communications vehicles, interviews with current and prospective E4C members to gather feedback, and analysis to determine effective strategies for engaging E4C members. The analysis is being used to strategically revision how users interact and consume information on E4C.

- A new committee of experts has been formed for the pioneering work on the E4C Appropriate Solutions Evaluation Program (ASEP). This is a high-profile initiative to meet the need for an integrated and system-based approach to aggregate, monitor, evaluate, and disseminate a compendium of appropriate solutions through E4C.

- On Monday, April 23, 2012, E4C co-hosted a networking event with AAAS and the EPA National Sustainable Design Expo in DC to share various ideas on implementing sustainable solutions.

- The E4C webinar series have launched. The webinars are live, interactive webcasts that provide a global platform for learning, interacting, and contributing to solving global development and humanitarian engineering issues.

- E4C has signed on as a supporter to the Global Lighting and Energy Access Partnership. Global LEAP is a voluntary forum that brings together stakeholders to share knowledge and best practices to encourage self-sustaining commercial markets for energy access solutions.

- In collaboration with Santa Clara University, a concept note was submitted with other consortium partners in response to the USAID RFA on higher education engagement. The Global Development Laboratory Consortium (GDLC) proposes to demonstrate that potential for alleviating poverty, catalyzing development, and enhancing the quality of life. GDLC is a network of networks based on common aspirations and rigorously developed methodologies for the discovery, incubation, analysis, and scaling of solutions to urgent development challenges.

**Board on Education**

- Inspire Innovation Workshops for Teachers were conducted in New York City and Las Vegas, NV, bringing the FY12 total number teacher participants to 190 and exceeding the 180 target for the year.
• Pan American Convention of Engineering XXXIII UPADI 2012 was held April 9-14 in Havana, Cuba with ASME leading the production of the first Engineering Education track of sessions to be held at the conference. In addition to the principal drivers, Reggie Vashon and Mike Michaud, the ASME delegation was made up of the leadership of the ASME Education Vision 2030 project: Robert Warrington (also Chair of the UPADI Education Committee), Allan Kirkpatrick, Scot Danielson, Richard Smith and Thomas Perry.

• In April, ASME pre-college education targeted exhibits were conducted at the FIRST Robotics Competition (St. Louis) and the National Science & Engineering Fair (Washington DC)

UPCOMING ACTIVITIES/WHAT’S ON THE HORIZON?

Public Information (PI)
• Communications Effectiveness Study continues; full report to be completed in Q4.

• Planning underway for Member Assembly at Annual Meeting in Montreal.

Public Affairs – Board on Government Relations
• ASME has accepted the invitation to be a Co-Chair of the 2012 STEM Summit in late June 2012 in Dallas, Texas. Led by U.S. News and World Report, STEM connector, and Innovate+Educate, the Summit will be a major national event to focus policymakers and the public on the critical shortage of STEM skills in the American workforce, and show STEM as a pathway to jobs. SWE and several other key organizations representing industry and education have also been invited to Co-Chair.

Public Affairs – Industry Advisory Board and Innovation
• On May 15th, the Industry Advisory Board webinar will focus on ASME’s Public Policy programs, specifically identifying opportunities for the Board to participate in the areas of manufacturing, R&D, and K-12 STEM education efforts.

• The 6th Annual ASME IShow (Innovation Showcase) will be held on June 1st in Montreal in collaboration with the ASME Annual Meeting. Program solicitation was international and open to all ASME students, with a team from the Indian Institute of Technology Dehli placing in the top ten.

Outreach – Engineering for Global Development (EGD) Committee
• The EGD Committee has been busy developing a strategy roadmap to cast the appropriate emphasis and overarching strategy for the Committee’s activities. The plan is that the EGD strategic planning is completed with a new set of program priorities for the ASME Annual Meeting in June.

• A new Partnership Agreement between ASME and Engineers Without Borders USA is under consideration and development. EGD is the lead on the agreement and is working closely with staff within Public Information, Membership, Education, and Publishing on visiting the strengths and weaknesses of the previous agreement.

• The EGD team has joined the Programming Committee for the 2012 IEEE Global Humanitarian Technology Conference (October 21-24; Seattle, Washington).

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• EGD will be working with the Executive Office and other areas within Outreach to execute on the UNESCO MOU to be signed at Rio+20.

**Board on Education**

• During Summer/Fall 1012 ASME Program Evaluators will be posted to and make ABET accreditation visits to 101 undergraduate degree programs at universities, colleges and community colleges in the US, Egypt, Mexico, Turkey, and the Philippines.

• In October 2012, ASME in collaboration with IEEE and ASCE will be exhibiting career guidance resources at the annual conference of the National Association of College Admissions Counselors (NACAC) in Denver, CO and will also be producing a panel session of engineering students entitled “What I Wish My Guidance Counselor had Told Me About Engineering”. The conference is attended by 5,500 high school and college counselors.

**III. VOLT Academy – Progress report submitted by Bill Cousins**

**Quarterly Highlights**

• Nominating Committee Training was held April 11. This was the second of two sessions held annually, one in the Fall and one in the Spring. This training session briefed the NC on their responsibilities, along with providing knowledge on different aspects of ASME and present issues, programs, goals and directions.

• Board of Governors Briefing was held April 18. This briefing was for any volunteer who had indicated he or she planned to run for a seat on the Board of Governors. The session highlighted the specific position requirements and operational duties.

**Upcoming Activities/What’s on the Horizon?**

• Presidential Candidate Briefing is scheduled for Tuesday, May 8 from 8:00 am – 2:45 pm. This briefing will include the PET and the sector Managing Directors. The briefing is designed to give candidates a real-world overview of the office of the ASME President along with details on the position responsibilities.

• Nominating Committee Briefing is scheduled for Wednesday, May 9 from 12:00 pm – 2:15 pm. This briefing will include the PET as well as the Sector Senior Vice Presidents. The briefing will serve as a vehicle to provide the nominating committee members an overview of the open positions, the necessary qualifications of applicants and current background information on the sectors.

• Joint SMC/VOLT Meeting is scheduled for Wednesday, May 9 from 9:00 am – 4:00 pm in Washington, DC. The meeting will be a dialogue between SMC and VOLT on future VOLT activities.

• ECLIPSE Intern and Mentor Workshop is scheduled for Saturday, June 2 from 1:00 pm – 3:00 pm.

• ECLIPSE Intern Reception is scheduled for Saturday, June 2 from 5:00 pm – 6:00 pm.

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• Focus Groups on Emerging Leaders Program are scheduled for Sunday, June 3 from 4:00 pm – 5:00 pm and Monday, June 4 from 10:30 am – 11:30 am.

• VOLT Workshop is scheduled for Tuesday, June 5 from 1:30 pm – 5:00 pm. The speaker will be John Canfield.

• Briefing for BOG Nominees is scheduled for Wednesday, June 6 from 8:00 am – 9:00 am.

IV. EVENTS COMMITTEE (EC) – PROGRESS REPORT SUBMITTED BY JIM COAKER

QUARTERLY HIGHLIGHTS

• Through April 30, 2012, EC has reviewed and approved 25 events, declined 1 and referred 6 to the Executive Director (detailed below in )
  ➢ Several “cautionary” notes sent to planning committees re: expectations for future events and compliance with P12.1 (existing MOUs have a finite life!)

• One proposed event rejected – division has appealed decision.
  ➢ At issue is drive for more specific guidance re: use of logo when ASME is not involved in “technical” or financial production of an event (example: co-sponsored event for which a division recommends support but is not otherwise involved)

• Lessons learned and mid-course calibrations
  ➢ Staff and IT are working on several committee suggestions to streamline process, refine questionnaire format / options and concurrently give latitude for questions to be addressed during the review process.

CHALLENGES & OPPORTUNITIES/ WHAT’S ON THE HORIZON?

• EC requested guidance for handling event proposals involving use of ASME logo (co-sponsorship) but without custodial fund backing. Such situations were determined to fall in the domain of Policy P14.6 III B, which places responsibility with the Executive Director (ED). Accordingly, those proposals have been referred to the ED and will not be further reviewed or considered by the EC. We are currently working on system to advise proposers of status in such instances.

• EC will hold a face to face meeting in NYC 5 / 24. For FY 13, PAO representation will be 1 member (due to sector consolidation) and at such time as a new sector is added to the organization EC will receive a new member.

• EC balance appears to be working effectively. Liaison from Events Task Force and chair of CPC continue to be valuable resources.

• Staff support continues to be top shelf.

ASME will be the essential resource for mechanical engineers and other technical professionals throughout the world for solutions that benefit humankind.
Date Submitted: May 11, 2012
BOG Meeting Date: June 3, 2012
Consent Agenda

To: Board of Governors
From: EDESC
Presented by: Bob Simmons
Agenda Title: EDESC Annual Report

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

EDESC Chair Simmons has provided a one-page Annual Report of EDESC FY12 Activities

Proposed motion for BOG Action: (if appropriate)

No presentation or action required

Attachments:
Date:  May 10, 2012

To:  ASME Board of Governors

From:  Robert T. Simmons  
Chair, EDESC

Subject:  Year-End Report of the Executive Director Evaluation Staff Compensation (EDESC) Committee

A summary of the FY12 Activities of the Executive Director Evaluation and Staff Compensation (EDESC) Committee follows:

1) **ED Report of Enterprise Performance and ED Personal Objectives** - The EDESC reviewed reports from the ED and conducted discussions regarding both Enterprise performance, as well as his own performance objectives. The EDESC has conveyed their feedback/recommendations to the BOG on this and will make further recommendations to the BOG regarding the ED’s performance and compensation in June 2012.

2) **FY11/FY12 Incentive Compensation and Year-End Bonus Payouts** - The EDESC reviewed the results of the FY11 Incentive Comp and Discretionary Bonus payments. The Committee also reviewed mid-year projections of the FY12 Incentive Compensation awards. In addition, the EDESC provided feedback to the ED regarding proposed Incentive Compensation Objectives for the Enterprise for FY13.

3) **Compensation Overview** – Mercer provided the EDESC with an overview compensation trends and ASME’s Compensation Program.

4) **Compensation** - 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 FY13, which were approved by the EDESC. Related data is incorporated in the budget. The EDESC also reviewed the FY10 Total Remuneration Intermediate Sanctions Study for the Executive Director, and decided to conduct this study again in FY13.

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 Activity report and will provide them with a Year-End Activity Report. In addition, the EDESC is included in the distribution of agendas and minutes and members of the EDESC have attended PPT meetings during the year. During the fiscal year, the PPT conducted reviews and analysis of its investments and investment strategy, reviewed cash disbursements and cash flow, utilized its established special meeting protocol, reviewed the actuary’s report of pension valuation, and participated in a review of fiduciary responsibilities.

7) **Volunteer Evaluations** - The EDESC conducted the annual review of Volunteer Evaluations of Staff. Results will be reported to the BOG at its June meeting.

8) **Report on Human Resources Activities** - The EDESC reviewed a Mid-Year report of Human Resources activities, and will receive a Year-End Activity report of Human Resources activities.
ASME Board of Governors
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Date Submitted: May 15, 2012
BOG Meeting Date: June 3, 2012

To: Board of Governors
From: Committee on Governance
Presented by: Robert Pangborn
Agenda Title: Committee on Governance Annual Report

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

FY12 COG activities

Proposed motion for BOG Action: (if appropriate)

Attachments: Word document
A summary of FY12 COG activities is as follows:

1. **Evaluation and Performance of the Board** – An ASME Board Performance Assessment Survey was conducted to identify perspectives of governors, senior vice-presidents and key staff and volunteers concerning areas of strength and those needing improvement. The survey was designed so as to provide a comparison with results from a similar survey in 2008. Results and analyses were discussed at the April 2012 BOG meeting.

2. **Review and Input to VOLT Training** – In discussion with the leadership of VOLT, as well as review of training materials, input was provided for training and informational sessions for governor candidates, governor nominees and sitting governors. COG members attended a VOLT training session for the Governor nominees held in September and provided feedback to help improve the training. Recommendations included providing information about standing committees of the BOG, inviting the president nominee and both governor nominees and first-year governors to attend this meeting (the latter because the information could be more useful after a year of experience), posting of training materials on the BOG website, provision of training material to governor candidates prior to appearing before the NC, publicizing to Board nominees the dates/times of orientations as well as acquainting them with their role at the BOG retreat, annual presentations by Corporate Counsel to the BOG regarding duties, and sharing of forms used by the Executive Director Evaluation and Staff Compensation Committee.

3. **Nominating Committee Orientation** – Dialogue was initiated with the chair of the Nominating Committee regarding ways to identify good potential governor candidates. The orientation given to NC members was discussed, including a suggestion that COG could be contacted prior to the NC selection process to provide insight on some of the characteristics and experience that are missing but desired for nominees to the future BOG.

4. **BOG Communications** – Two new approaches were initiated to enhance communication by the Board of Governors to the larger organization. Quarterly Talking Points are now identified to highlight key news, events or activities occurring throughout the Society. Prepared by the Public Information (PI) department with input from COG, these will be posted to the BOG communications toolkit to serve as a convenient reference for Governors and SVPs when speaking to various constituent or other
groups. Also, following each BOG meeting, key issues of discussion or actions taken by the Board will be summarized (again, by the PI department and with review by COG and the ELT) and communicated via ASME News.

5. Generative Discussions and Presentations at BOG Meetings – A running list of potential speakers was developed in order to bring diverse perspectives or expertise of specific types to the Board at its regularly scheduled meetings. Presenters were invited to the meetings held during the year, including Dr. Mathew Burrows from the National Intelligence Council speaking on “Global Trends 2025: A Transformed World,” Bill Wepfer and Tom Perry on “Current Trends and Issues in Engineering Education,” and IBM’s Karen Calo on “Global Talent Development.” Topics and potential presenters have been identified for upcoming Board meetings through the 2012 Congress.

6. Board Webinars – A running list of potential topics for Board webinars has been developed, including discussions of various Society projects or activities, organizational initiatives, and strategic issues, trends or opportunities. A list of projected dates/times for the webinars will be prepared into which the various topics can be scheduled.

7. Next Steps – The Evaluation and Performance Survey results have provided a number of ongoing and future action items for COG. These include five top opportunities for improvement (see the April report to the BOG on the survey). Other action items include possible review and updating of the nomination packet to allow expanded entry of information by “non-traditional” candidates, and exploring the idea of a “Board Fellow” to facilitate filling knowledge gaps or bringing needed perspectives to the Board.
ASME Board of Governors
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Cover Memo

Date Submitted: May 8, 2012
BOG Meeting Date: June 3, 2012

To: Board of Governors
From: Committee of Past Presidents
Presented by: Leila Persaud, Manager Honors & Fellow
Agenda Title: CY2011 Fellows 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 CY2011.

Proposed motion for BOG Action:
None

Attachment: Yes
CY 2011 Fellows

Douglas E. Adams, Ph.D.  |  Ephraim Garcia, Ph.D.  |  Rajat Mittal, Ph.D.
M. Cengiz Altan, Ph.D.  |  Jorge E. Gonzalez, Ph.D.  |  Nam-Trung Nguyen, Ph.D.
Narayana Aluru, Ph.D.  |  Kenneth E. Goodson, Ph.D.  |  Paul Y. Oh, Ph.D.
Marco Amabili, Ph.D.  |  Wei Yong Gu, Ph.D.  |  Edward Ostrowski, P.E.
Mihai Arghir, Ph.D.  |  Adiel Guinzburg, Ph.D.  |  Prabhat Kumar, Ph.D.
Mehmet Arik, Ph.D.  |  Zhixiong Guo, Ph.D.  |  Joel T. Park, Ph.D.
Yutaka Asako  |  Man Y. Ha, Ph.D.  |  Daniel T. Peters, P.E.
Gordon B. Bakken  |  Nicolas G. Hadjiconstantinou, Ph.D.  |  Catalin R. Picu, Ph.D.
Cullen E. Bash  |  Yoram Halevi, Ph.D.  |  Igor L. Piore, Ph.D.
Jon E. Batey  |  Robert D. Hancock, Ph.D.  |  Michael A. Porter, P.E.
James C. Bellows, Ph.D.  |  Theodore J. Heindel, Ph.D.  |  John Pumw, P.D., P.E.
Gary A. Benda  |  Jeffrey F. Henry  |  Ravi M. Rangan, Ph.D.
Jordan M. Berg, Ph.D., P.E.  |  Brian P. Holbrook, P.E.  |  Peter C. Rasmussen, P.E.
Asfaw Beyene, Ph.D.  |  Imre Horváth, Ph.D.  |  Clay Rodery
Betty L. Bowersox  |  Laurens E. Howle, Ph.D., P.E.  |  Michael J. Rosenfeld
Diann E. Brei, Ph.D.  |  Yong Huang, Ph.D.  |  David L. Rudland, Ph.D.
Andrew F. Bromley  |  Surya R. Kalidindi, Ph.D.  |  Massimo Ruzzene, Ph.D.
Frederick W. Brust, Ph.D.  |  Anthony M. Jacobi, Ph.D.  |  Sujoy K. Saha, Ph.D.
Scott A. Burr  |  Nader Jalili, Ph.D.  |  Mohammed T. Saif, Ph.D.
Zbigniew M. Bzymek, Ph.D.  |  Tien-Chien Jen, Ph.D.  |  Corina Sandu, Ph.D.
Charles S. Campbell, Ph.D.  |  Yeau-Ren Jeng, Ph.D.  |  Mohammed A. Satter, Ph.D.
Marco Ceccarelli, Ph.D.  |  Milind A. Jog, Ph.D.  |  Laura A. Schaefer, Ph.D.
Cetin Cetinkaya, Ph.D.  |  Markland G. Jones  |  Joseph M. Schimmels, Ph.D., P.E.
Sanjeev Chandra, Ph.D.  |  Musa Jouaneh, Ph.D.  |  Steven M. Schultheis, P.E.
Srinivasan Chandrasekar, Ph.D.  |  Yiguang Ju, Ph.D.  |  Balu Sekar, Ph.D.
Yu-Hang Christopher Chao, Ph.D.  |  Srinivas Katipamula, Ph.D., P.E.  |  Mark A. Shannon, Ph.D.
I-Ming Chen, Ph.D.  |  Mary E. Kasarda, Ph.D.  |  Mahesh C. Sharma, P.E.
Yi-Tung Chen, Ph.D.  |  Morse B. Kent, P.E.  |  Thomas H. Siegmund
Fu-pen Chiang, Ph.D.  |  Amir Khajepour, Ph.D., P.E.  |  Allen C. Smith, Jr., Ph.D.
Jeffrey Cohen, Ph.D.  |  Chang-Jin Kim, Ph.D.  |  Devinder S. Sodhi, Ph.D.
Y. Kevin Chou, Ph.D.  |  Sang-Gook Kim, Ph.D.  |  Paul E. Sojka, Ph.D.
William J. Craft, Ph.D.  |  William P. King, Ph.D.  |  David A. Steinman, Ph.D.
Richard H. Crawford, Ph.D., P.E.  |  Gurmohan S. Kochhar, Ph.D., P.E.  |  Joseph L. Sussman, Ph.D.
Charles J. Cross, Ph.D.  |  Ranganathan Kumar, Ph.D.  |  Stacey E. Swisher-Harnetty
Jian S. Dai, Ph.D.  |  Thomas E. Lacy, Ph.D., P.E.  |  Beth A. Todd, Ph.D.
Liming Dai, Ph.D., P.E.  |  Poh-Sung Lam, Ph.D.  |  Anil K. Tolpadi, Ph.D.
Ayodeji O. Demuren, Ph.D.  |  Malcolm E. Leader, P.E.  |  Mark G. Turner, P.E.
ASME Board of Governors
Agenda Item
Cover Memo

Date Submitted: May 8, 2012
BOG Meeting Date: June 3, 2012

To: Board of Governors
From: Committee on Honors
Presented by: Karen Thole
Agenda Title: Approved Society Award listing

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

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

Proposed motion for BOG Action:
None

Attachments: Yes
RECIPIENTS OF ASME HONORS AND AWARDS - 2012

Except as noted below, honors and awards will be bestowed at the International Mechanical Engineering Congress & Exposition in Houston, Texas, November 9-15, 2012

Achievement Awards

BARNETT-UZGIRIS PRODUCT SAFETY DESIGN AWARD

Professor Henry Petroski, Ph.D., P.E., Fellow
3910 Plymouth Road
Durham, NC 27707-5124

For distinguished career contributions that have influenced and promoted safety in design, including 17 books, and writings and lectures that have raised awareness of design safety among fellow engineers and the public at large (2012 IDETC/CIE Chicago, ILL August 12-15, 2012)

BERGLES-ROHSENOW YOUNG INVESTIGATOR AWARD IN HEAT TRANSFER

Professor Evelyn N. Wang, Ph.D., Member
Mechanical Engineering Department
Massachusetts Institute of Technology
77 Massachusetts Avenue
Room 3-461B
Cambridge, MA 02139-4307

For the fabrication of patterned micro/nano structure surfaces that provide fundamental and mechanistic insights on micro/nanoscale heat transfer and fluid flow processes on nanostructures, and that have important applications in the cooling of microelectronic chips, solar thermal energy conversion and water desalination techniques

PER BRUEL GOLD MEDAL FOR NOISE CONTROL AND ACOUSTICS

Theodore M. Farabee, Ph.D., Fellow
Chief Scientist, Signatures Department
Naval Surface Warfare Center
Caderock Division, Code 7050
9500 MacArthur Boulevard
West Bethesda, MD 20817-5700

For significant accomplishments in fluid mechanics, aero-hydrodynamics, complex propulsor fluid mechanics flow interactions and platform structure-elastic interactions; particularly leadership in the understanding and control of induced sound, and work on ship and submarine flow-noise reduction

EDWIN F. CHURCH MEDAL

Professor Kenneth Steven Ball, Ph.D., Fellow
Department of Mechanical Engineering
Virginia Tech
Randolph Hall
Blacksburg, VA 24061

For accreditation and educational advisory contributions in the United States and the Middle East; and for service to ASME, including organizing educational and technical conferences and serving on various committees

DANIEL C. DRUCKER MEDAL

James W. Dally, Ph.D, P.E., Fellow
5713 Glen Cove Drive
Knoxville, TN 37919-8611

For seminal contributions to the development of experimental methods for studying dynamic fracture mechanics and stress wave propagation problems; for academic leadership; and for developing innovative teaching materials and textbooks for undergraduate and graduate education
THOMAS A. EDISON PATENT AWARD

Professor Vipin Kumar, Ph.D., P.E., Member
Department of Mechanical Engineering
University of Washington
Mechanical Engineering Building
Room 312
Seattle, WA 98195-2600

For an invention that has enabled a breakthrough for the manufacturing of solid-state polymeric foams, which led to the creation of a new business with a wide range of applications, from sustainable, recyclable food packaging materials to novel, high energy-efficient construction materials

WILLIAM T. ENNOR MANUFACTURING TECHNOLOGY AWARD

Professor S. Jack Hu, Ph.D., Fellow
Department of Mechanical Engineering
The University of Michigan
2350 Hayward Street
Ann Arbor, MI 48109-2125

For pioneering the development of innovative methodologies for predicting and diagnosing quality variation in multistage assembly systems, and methods for designing manufacturing system configurations; and their implementation in automotive body assembly and battery manufacturing

NANCY DeLOYE FITZROY AND ROLAND V. FITZROY MEDAL

Professor Charles H. Townes, Ph.D.
Physics Department
University of California at Berkeley
366 LeConte Hall, #7300
Berkeley, CA 94720-7300

For the invention of masers and lasers that have dramatically changed the modern world and benefited mankind

FLUIDS ENGINEERING AWARD

Professor Gretar Tryggvason, Ph.D., Fellow
Department of Aerospace and Mechanical Engineering
University of Notre Dame
112 Hessert Laboratory
Notre Dame, IN 46556-5684

For remarkable contributions to the art, science and practice of computation in fluids engineering; and for outstanding leadership in mechanical engineering education (ASME 2012 Fluids Engineering Division Summer Meeting (FEDSM 2012) July 8-12 in Puerto Rico)

FREEMAN SCHOLAR AWARD

Professor Pratap Vanka, Ph.D., Fellow
Department of Mechanical Engineering
University of Illinois-Urbana Champaign
1206 West Green Street
Urbana, IL 61801

For the paper titled “Computational Fluid Dynamics on Graphics Processing Units” (ASME 2012 Fluids Engineering Division Summer Meeting (FEDSM 2012) July 8-12 in Puerto Rico)

Y.C. FUNG YOUNG INVESTIGATOR AWARD

Professor Marissa Nichole Rylander, Ph.D.
1936 Sycamore Trail
Blacksburg, VA 24060

For exemplary teaching and mentoring; and for establishing a nationally prominent program of research in bioengineering, including bioheat transfer (ASME 2012 Summer Bioengineering Conference June 20-23, 2012, Fajardo, Puerto Rico)
KATE GLEASON AWARD

Ms. Edith Helen Stern
661 Hanover Street
Yorktown Heights, NY 10598
For lifetime achievement in developing novel applications of new technologies, from the intersection of telephony and the internet, to remote health monitoring, to digital media, as evidenced by 99 U.S. patents

TECHNICAL COMMUNITIES GLOBALIZATION MEDAL

Professor John H. Lienhard V, B.S., Ph.D.
Fellow
Department of Mechanical Engineering
Massachusetts Institute of Technology
Room 3-162
77 Massachusetts Avenue
Cambridge, MA 02139-4307
For outstanding contributions in fostering global research collaboration and technology transfer in clean water and clean energy technologies; and international education outreach through open-access online distribution of educational materials, especially in developing countries

MELVIN R. GREEN CODES AND STANDARDS MEDAL

Mohinder L. Nayyar, P.E. Fellow
19405 Prospect Point Court
Brookeville, MD 20833-2246
For extraordinary leadership and professionalism in consensus building and work force training in support of the development of ASME codes and standards for pressure equipment, and for promoting their acceptance by regulatory agencies worldwide

HEAT TRANSFER MEMORIAL AWARD

ART
Chang H. Oh, Ph.D., Fellow
3195 Wexford Circle
Idaho Falls, ID 83404-7356
For seminal and sustained contributions to thermal engineering, particularly pioneering achievements in modeling thermal-hydraulic behavior, accident mitigation methods and numerical tools for nuclear reactor systems that are designed to be coupled to other industrial process applications

GENERAL
Professor Satish G. Kandlikar, Ph.D., Fellow
44 Brandywine Lane
Rochester, NY 14618-5602
For outstanding research contributions in boiling heat transfer, particularly in mini- and micro-channels; for establishing international conferences dealing with transport phenomena in small channels; and for editorial work on handbooks and journals

SCIENCE
Professor Javad T. Mostaghimi, Ph.D., P.E., Fellow
Department of Mechanical Engineering
University of Toronto
5 Kings College Road
Toronto, Ontario M5S 3G8
Canada
For distinguished contributions to thermal plasma processing, particularly to the development of mathematical models of plasma sources and thermal spray coating formation; and as the founding director of the Centre for Advanced Coating Technologies
MAYO D. HERSEY AWARD

Professor Francis E. Kennedy, Jr., Ph.D., Fellow
Thayer School of Engineering
Dartmouth College
Hanover, NH 03755

For seminal contributions concerning thermal phenomena in frictional sliding interfaces, including early application of finite element analysis of temperature distributions, development of closed-form surface temperature design equations, and experimental verification via novel approaches such as thin-film surface thermocouples (International Joint Tribology Conference, October 8-10, 2012, Denver, Colorado)

PATRICK J. HIGGINS MEDAL

Mr. Frederick G. Parsons, Member
188 Bateman Avenue
Cranston, RI 02920-2929

For outstanding dedication and effectiveness in developing and promoting a broad range of standards spanning dimensional metrology, surface metrology and engineering specification; and for consensus building leadership in working to align national and international standards development in these areas (A112 Meeting July 11, 2012, Chicago, IL)

SOICHIRO HONDA MEDAL

Priyaranjan Prasad, Ph.D.
President
Prasad Consulting LLC
10406 Millwood Drive
Plymouth, MI 48170

For research, development and implementation of active and passive safety technologies worldwide as exemplified by the development of injury criteria, design guidelines for vehicle structures to enhance occupant protection and biomechanical research forming the basis of Federal Motor Vehicle Safety Standards

INTERNAL COMBUSTION ENGINE AWARD

Professor Nicholas P. Cernansky, Ph.D., P.E.,
Member
Mechanical Engineering Department
Drexel University
3141 Chestnut Street
Room 2-115
Philadelphia, PA 19104

For contributions to the field of internal combustion engines that have provided significant insights into a range of topics including air quality and pollutant formation, hydrocarbon kinetics mechanisms at low and intermediate temperature, advanced combustion systems and next generation fuels (Internal Combustion Engine Conference, September 23-26, 2012, Vancouver Canada)

JOHNSON & JOHNSON CONSUMER COMPANIES, INC. MEDAL

Engineering Ambassadors Program
c/o Professor Mary I. Frecker
Department of Mechanical Engineering
Pennsylvania State University
326 Leonhard Building
University Park, PA 16802

For empowering student representatives through the development of communication and leadership skills that are critical in their role as Engineering Ambassadors and for their future professional success; for providing outreach presentations at middle schools and high schools to encourage careers in engineering and to recruit more women into the field; and for sharing the program’s success with other universities
 WARNER T. KOITER MEDAL

Professor Erik Van der Giessen, Ph.D.
Department of Applied Physics
Materials Science Center
Micromechanics of Materials Group
University of Groningen
Nijenborgh 4
9747 AG Groningen
The Netherlands

For seminal contributions to the micromechanics of materials, particularly metals and polymers; for advancing the understanding of deformation and failure mechanisms of engineering materials; and for fostering international interactions and collaborations.

ROBERT E. KOSKI MEDAL

Professor Dr.-Ing. Siegfried Helduser
Technische Universität Dresden
Institut für Fludtechnik
01062 Dresden
Germany

For outstanding contributions to research, development and education in fluid power motion and control over three decades through activities focused on basic research to overcome challenges in hydraulics; applied research, mainly in collaboration with industry, to foster innovation; and on the promotion of young talent along their educational paths (September at the Bath/ASME Symposium on Fluid Power and Motion Control at the University of Bath in Bath, UK).

ALLAN KRAUS THERMAL MANAGEMENT MEDAL

Professor Louis C. Chow, Ph.D., Fellow
11518 Swift Water Circle
Orlando, FL 32817-1421

For fundamental contributions to the field of evaporative spray cooling and the subsequent transition into enabling system-level technologies for the thermal management of high heat-flux electronic systems.

FRANK KREITH ENERGY AWARD

Professor Jane H. Davidson, Ph.D., Fellow
Department of Mechanical Engineering
University of Minnesota
3101E Mechanical Engineering
111 Church Street S.E.
Minneapolis, MN 55455, USA

For significant research on solar systems for residential buildings and solar thermo chemical cycles to produce fuels; for contributions as an exemplary educator in renewable energy; and for shaping solar energy research and policies at the national and international level.

JAMES N. LANDIS MEDAL

The Honorable Peter B. Lyons, Ph.D.
Assistant Secretary of the Office
Of Nuclear Energy
United States Department of Energy
Washington, DC 20510-0001

For distinguished national and international public service and eminent achievements in the advancement of nuclear power through education, research and assurance of the safety and security of nuclear power plants; and for contributions in the formulation and execution of policy and plans for nuclear energy.
BERNARD F. LANGER NUCLEAR CODES AND STANDARDS AWARD

Mr. Richard D. Porco, Member
President & Chief Operations Officer
Ellis & Watts Global Industries, LLC
4400 Glen Willow Lake Lane
Batavia, OH 45103-2379

For extraordinary contributions to the ASME Nuclear Codes and Standards organization, including the development and maintenance of the Operational Plan for the Board on Nuclear Codes and Standards and dedicated efforts in helping to open and develop new markets around the world (Board on Nuclear Codes and Standards Meeting, October 18, 2012, San Francisco, California)

GUSTUS L. LARSON MEMORIAL AWARD

Professor Nicolas Hadjiconstantinou, Ph.D., Fellow
Department of Mechanical Engineering
Massachusetts Institute of Technology
77 Massachusetts Avenue, 3-364
Cambridge, MA 02139-4301

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

H.R. LISSNER MEDAL

Professor David L. Butler, Ph.D., Fellow
142 Pinnacle Peak
Fairfield, OH 45014

For significant contributions to bioengineering through creative research and leadership in knee ligament and tendon biomechanics, in vivo force measurements, functional tissue engineering principles, and the development of success criteria for soft tissue repair and reconstruction after injury (ASME 2012 Summer Bioengineering Conference June 20-23, 2012, Fajardo, Puerto Rico)

CHARLES T. MAIN STUDENT SECTION AWARD

GOLD
Ms. Caitlin A. Correll, Member
683 Friar Drive
Yardley, PA 19067

For tireless efforts to promote engineering fundamentals and industry networking for the past two years as chair of the ASME Student Section at Cooper Union and vice chair of the District A Student District Operating Board

SILVER
Mr. Hardik Tiwari, Member
413/3, Prem Nagar
Opposite Mamta Hospital, Gurgaon-122001
Haryana, India

For dedicated service as chair of the ASME Student Section at the Birla Institute of Technology and Science, Pilani in India and as Student District Operating Board chair for District G; and for playing a key role in various programs to benefit ASME members

McDONALD MENTORING AWARD

Professor Timothy Scott Fisher, Member
School of Mechanical Engineering
Purdue University
1205 West State Street
West Lafayette, IN 47907-2057

For contributions as an inspiring professor, exemplary role model and visionary leader of international teams of students and colleagues, resulting in increased scholarship, diversity, expanded global collaboration in research and education focused on thermal sciences, and early-career success for several young engineers
VAN C. MOW MEDAL

Professor John C. Bischof, Ph.D., Fellow
Department of Mechanical Engineering
University of Minnesota
Room 125
111 Church Street S.E.
Minneapolis, MN  55455-0150

For significant work in defining mechanisms of thermal injury at the molecular, cellular and vascular level, thereby improving thermal therapies and biopreservation of biomaterials; and for biomedical society leadership, course and symposia development, and student and junior faculty mentorship in biotransport (ASME 2012 Summer Bioengineering Conference June 20-23, 2012, Fajardo, Puerto Rico)

BURT L. NEWKIRK AWARD

Professor Ashlie Martini, Ph.D., Fellow
School of Engineering
University of California Merced
S&E 1 Building, Room 380
5200 North Lake Road
Merced, CA 95343

For significant contributions to the field of tribology through research, education and service to professional societies as evidenced by the publication of more than two dozen archival papers on various aspects of tribology (International Joint Tribology Conference

RUFUS OLDENBURGER MEDAL

Professor Mathukumalli Vidyasagar, Ph.D.
Department of Bioengineering
The University of Texas at Dallas
800 West Campbell Road
Mail Stop EC39
Richardson, TX 75080-3021

For fundamental contributions to robust control theory, specifically L-1 optimal control theory for linear control systems; nonlinear control theory, especially input-output stability theory; robotics, including the control of flexible beams; statistical learning theory and machine learning; and computational biology (2012 Dynamic Systems & Control Conference (DSCC) October 17-19, 2012, Fort Lauderdale, Florida)

OLD GUARD EARLY CAREER AWARD

Ms. Anita Rebarchak, Member
Senior Systems Engineer
Military Engine Customer Support
70 Kimberly Lane
Wethersfield, CT  06109 3994

For continuous dedication and service to ASME, from college freshman through professional member, including numerous section, district and Society-level positions; for remarkable technical and professional achievements; and for mentoring students and early career engineers, and inspiring engineers and volunteers of all ages

PERFORMANCE TEST CODES MEDAL

Mr. Paul G. Albert, Member
Growth and Integration Leader
General Electric Company
180 Rotterdam Industrial Park
Schenectady, NY  12306

For significant contributions to the development of test codes; for serving ASME with exemplary dedication for three decades; and for current service as chair of ASME’s Performance Test Codes Standards Committee PTC 6–Steam Turbines and contributions to several other committees
MARSHALL B. PETERSON AWARD
Professor Melih Eriten, Ph.D., Member
Aerospace Engineering Department
University of Illinois
1206 West Green Street, M/C 244
Urbana, IL 61801-2906
For significant contributions in pre-sliding partial slip behavior of frictional contacts as evidenced by published articles in prestigious journals; and for active membership in ASME, including co-organizing and chairing symposia and workshops and serving as a reviewer for journals

PI TAU SIGMA GOLD MEDAL
Professor Amos Winter, Ph.D., Member
49 Roseland Street
Apartment #6
Cambridge, MA 02138
For outstanding achievements in mechanical engineering within 10 years of graduation

S.Y. ZAMRIK PRESSURE VESSELS AND PIPING MEDAL
M. K. Au-Yang, Ph.D., Fellow
Consultant
3531 Round Hill Road
Lynchburg, VA 24503
For contributions and leadership in the area of coupled fluid-structural dynamic analysis; and for contributions to ASME codes on flow-induced vibration analysis and heat exchanger testing (2012 ASME Pressure Vessels & Piping Conference, July 18, 2012, Sheraton Centre Toronto Hotel, Toronto, Canada)

DIXY LEE RAY AWARD
Mr. Goshi Hosono
 Ministry of the Environment
Government of Japan
Godochosha No. 5, Kasumigaseki 1-2-2
Chiyoda-ku, Tokyo 100-8975
Japan
For distinguished leadership in responding to the Great East Japan Earthquake, tsunami and Fukushima-Daiichi Nuclear Power Station accident, particularly incident control, containment and recovery, and steps to minimize overall risk and avert health, safety and environmental consequences

CHARLES RUSS RICHARDS MEMORIAL AWARD
Professor Pol D. Spanos, Ph.D., Fellow
Department of Civil and mechanical Engineering
Rice University
Mail Stop 321
P.O. Box 1982
Houston, TX 77251
For outstanding achievements in mechanical engineering for 20 years or more following graduation

RALPH COATS ROE MEDAL
Mr. William S. Nye
Nye Laboratories, LLC
4742 42nd Avenue, S.W.
Suite 143
Seattle, WA 98116
For inspiring and educating audiences of all ages about engineering through efforts including award-winning television shows about science and technology, a popular website, respected commentary on contemporary technical issues, and several children's books
SAFETY CODES AND STANDARDS MEDAL

Mr. David Duerr, P.E., Member
President
2DM Associates, Inc.
9235 Katy Freeway
Suite 350
Houston, TX 77024-1526

For more than 12 years of active involvement in ASME committees; for spearheading the revision of the 2008 and 2011 editions of BTH-1—Design of Below-the-Hook Lifting Devices and for chairing the BTH Standards Committee with consistent effort and drive; for publishing works that further promote safety codes and standards; and for unwavering advocacy of safety codes and standards activities (September 23, 2012, St. Louis, Missouri)

R. TOM SAWYER AWARD

David C. Wisler, Ph.D., Fellow
Retired
40 Trappist Walk Court
Fairfield, OH 45014

For career-long innovative technical contributions to advance the performance of gas turbine engines; for national and international initiatives to encourage research collaboration between universities and industry; and for providing exemplary leadership and service to the IGTI (2012 ASME International Turbo Expo: Power for Land, Sea and Air June 11-15, 2012, at the Bella Center in Copenhagen, Denmark)

MILTON C. SHAW MANUFACTURING RESEARCH MEDAL

Professor Kornel F. Ehmann, Ph.D., Fellow
Department of Mechanical Engineering
Northwestern University
2145 Sheridan Road
Evanston, IL 60208-0834

For pioneering technical contributions to machine tool systems, metal cutting dynamics and stability, drilling and micro/meso-scale manufacturing; and for leadership in advancing the state of the art, stimulating technical exchanges and seeking government support for micro/meso-scale manufacturing research worldwide (MSEC), (June 4-8, 2012, Notre Dame, Indiana)

RUTH AND JOEL SPIRA OUTSTANDING DESIGN EDUCATOR AWARD

Professor David R. Wallace, Ph.D., Member
Department of Mechanical Engineering
Massachusetts Institute of Technology
Room 3-439
Cambridge, MA 02139

For setting a national example by transforming a mechanical engineering senior design course into one of the most respected and exciting educational activities on the Massachusetts Institute of Technology’s campus through the artful and intelligent blending of digital media, hands-on experiences, analysis, aesthetic design and multidisciplinary mentoring (IDETC) (August 12-15, 2012, Chicago, Illinois)

SPIRIT OF ST. LOUIS MEDAL

William McMichael Shepherd
Consultant
4860 Heron Pointe Drive
Apartment #135
Tampa, FL 33616

For extraordinary leadership and tireless efforts on the International Space Station, from conception and hands-on design to multinational program management, contract execution and operation, culminating in the role of first commander
STUDENT SECTION ADVISOR AWARD

Professor Rick Joseph Couvillion, Ph.D., P.E.
Member
Department of Mechanical Engineering
The University of Arkansas
204 Mechanical Engineering
Fayetteville, AR 72701

For long-term, outstanding service as ASME Student Section advisor at the University of Arkansas, and mentor to students and Student Section advisors throughout District E; and for providing leadership that promotes teamwork and camaraderie to improve the engineering experience.

J. HALL TAYLOR MEDAL

Mr. Jeffrey F. Henry, Fellow
Structural Integrity Associates, Inc.
550 South Crest Road
Chattanooga, TN 37404-5917

For distinguished leadership and professionalism in the advancement and recognition of ASME codes and standards for pressure equipment; and for significant contributions to the development and standardization of materials technology for pressure equipment application.

ROBERT HENRY THURSTON LECTURE AWARD

Professor Zhigang Suo, Ph.D., Fellow
School of Engineering & Applied Sciences
Harvard University
29 Oxford Street
Cambridge, MA 02138

For pioneering work on interfacial fracture mechanics for composite materials, thin films and microelectronics, and recently on mechanics of soft active materials.

TIMOSHENKO MEDAL

Subra Suresh, Sc.D., Fellow
Director
National Science Foundation
4201 Wilson Boulevard
Suite 1205
Arlington, VA 22230

For pioneering contributions and visionary leadership in the field of mechanics of biological materials; for the development of novel experimental techniques and multi-scale models for living systems and infectious diseases; and for global leadership in mechanics of medicine.

YERAM S. TOULOUKIAN AWARD

Professor Peter T. Cummings, Ph.D. Member
Department of Chemical and Biomolecular Engineering
Vanderbilt University
2301 Vanderbilt Place
PMB 351604
Nashville, TN 37235-1604

For distinguished and broad scientific contributions to the theoretical description of the thermophysical and structural properties of water, aqueous solutions and non-polar fluids, in bulk, at interfaces and under nan confinement; and for national leadership in the emerging field of computational and theoretical nanoscience (17th Symposium on Thermophysical Properties June 21 - 26, 2012, Boulder, Colorado).

Michael R. Moldover, Ph.D.
National Institute of Standards & Technology
Leader Fluids Metrology Group
100 Bureau Drive
Mail Stop 8360
Gaithersburg, MD 20899-8360

For outstanding contributions as an experimentalist who, over the last 35 years, has had a tremendous fundamental impact in both the equilibrium and transport areas of the thermophysical properties field (17th Symposium on Thermophysical Properties June 21 - 26, 2012, Boulder, Colorado).
GEORGE WESTINGHOUSE GOLD MEDAL

GOLD
Richard R. Schultz, Ph.D., P.E., Fellow
1045 East 1500 North
Idaho Falls, ID 83402

For renowned research activities regarding the safety of nuclear power plants, including a major role on several international experimental programs conducted over the last three decades in support of nuclear power; for significant work in the areas of critical flow research, the characterization of small break loss-of-coolant scenarios for pressurized water reactors, the mitigation of condensation-induced water hammer using saturated, stratified flow, and gas-cooled reactor shutdown using passive forces; and for more than 100 technical publications.

HENRY R. WORTHINGTON MEDAL

Professor Abraham Engeda, Ph.D., Fellow
2843 Turtle Creek Drive
East Lansing, MI 48823

For outstanding and long-lasting contributions in research and education for designing efficient centrifugal pumps and compressors, and understanding the complex flow structure using experimental and theoretical techniques; and, as a result, training the next generation of engineers in sound pump and compressor theory and design principles.
LITERATURE AWARDS

BLACKALL MACHINE TOOL & GAGE AWARD

For the paper titled “An Investigation On Deformation-Based Surface Texturing” (2012 ASME International Manufacturing Science and Engineering Conference (MSEC) (June 4-8, 2012, at the University of Notre Dame, Notre Dame, Indiana)

Professor Rui Zhou, Ph.D.
JDS Uniphase
430 North McCarthy Boulevard
Milpitas, CA 95035

Professor Jian Cao, Ph.D., Fellow
Mechanical Engineering Department
Northwestern University
2145 Sheridan Road
Evanston, IL 60208

Professor Kornel F. Ehmann, Ph.D., Fellow
Mechanical Engineering Department
Northwestern University
2145 Sheridan Road
Evanston, IL 60208

Professor Chun Xu, Ph.D.
Shanghai Institute of Technology
120 Cao Bao Road
Shanghai, China 200235

GAS TURBINE AWARD

For the paper titled “The Impact of Real Geometries on Three-Dimensional Separations in Compressors” (2012 ASME International Turbo Expo: Power for Land, Sea and Air at The Bella Sky Comwell-Bella Center, June 11-15, 2012, Copenhagen, Denmark)

Professor Martin N. Goodhand, Ph.D.
Department of Engineering
University of Cambridge
Whittle Laboratory
1 JJ Thomson Avenue
Cambridge CB3 0DY
England

Professor Robert Miller
Department of Engineering
University of Cambridge
Whittle Laboratory
1 JJ Thomson Avenue
Cambridge, CB3 0DY
England

EDWARD F. OBERT AWARD

For the paper “Comparison of the Non-equilibrium Predictions of Quantum Thermodynamics at the Atomistic Level with Experimental Evidence”

Professor Michael R. von Spakovsky, Ph.D., Fellow
Department of Mechanical Engineering
Center for Energy Systems Research (0238)
Blacksburg, VA 24061

Mr. Charles E. Smith
Mechanical Engineering Department
Virginia Polytechnic Institute
Blacksburg, VA 24060-6423
PRIME MOVERS AWARD

Mr. Luther M. Raatikka, P.E., Member
15639 Duck Crossing Way
Apple Valley, MN 55124-7826


WORCESTER REED WARNE MEDAL

Professor János Miklós Beér, Fellow
6 Country Lane
Winchester, MA 01890-3752

For innovative contributions in developing cleaner and more efficient advanced combustion systems using coals and other fuels through rigorous examination at fundamental, pilot plant and scaling for deployment in the power and utility industry; and as an educator, researcher and consultant who has authored more than 300 technical papers

ARTHUR L. WILLISTON MEDAL

WINNER
Mr. Kyle Crawford Picha, Member
5212 Stillwater Creek Court
Fort Collins, CO 80528

For the paper titled “The Future of Power Generation in a Post-Fukushima Society: A Partnership of Rising Renewables and Promising Nuclear Technologies”

SECOND
Mr. Daniel John Hershman, Member
1316 Heritage Drive
Tuscaloosa, AL 35406

For the paper titled “The Fukushima Dai-Ichi Accident and its Impact on Nuclear Power in the United States”
Date Submitted: May 16, 2012  
BOG Meeting Date: June 3, 2012  

To: Board of Governors  
From: (Sector/Unit/Task Force/Other) Nuclear Task Force  
Presented by: J. Robert Sims and Kenneth Balkey  
Agenda Title: Nuclear Task Force Report

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

The final report of the Presidential Task Force on the Response to Japan Nuclear Power Plant Event is being produced and a link to it will be provided in the minutes of the June 3 Board of Governors meeting.

Proposed motion for BOG Action: (if appropriate)

None

Attachments: To be attached to the minutes
ASME Board of Governors
Agenda Item
Cover Memo

Date Submitted: May 15, 2012
BOG Meeting Date: June 3, 2012

To: Board of Governors
From: Committee on Organization and Rules
Presented by: Dennis Achgill
Agenda Title: Proposed Appointments

Agenda Item Executive Summary:

Proposed appointments reviewed by COR on May 14, 2012

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

Approve the proposed appointments

Attachments:

Appointments listing
## May 2012
### 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>Committee on Honors</td>
<td>Vincent D’Imperio</td>
<td>Member</td>
<td>7/2012 - 6/2015</td>
<td>Yes</td>
<td>N/A</td>
</tr>
<tr>
<td>Committee on Finance and Investment</td>
<td>Richard T. Jacobsen</td>
<td>Member at Large</td>
<td>7/2012 – 6/2015</td>
<td>Yes</td>
<td>Board on Research &amp; Tech. Development Member, Edison Award Committee Member, VP Financial Operations, Toulukian Award Committee</td>
</tr>
<tr>
<td>Committee on Organization and Rules</td>
<td>Catherine Tang</td>
<td>Member</td>
<td>6/2012 to 6/30/2015</td>
<td>N/A</td>
<td>Ralph Coats Roe Award Committee Member, COR</td>
</tr>
</tbody>
</table>
## PROPOSED APPOINTMENTS TO OUTSIDE ORGANIZATIONS

<table>
<thead>
<tr>
<th>Outside Organization</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>Hoover Board of Award</td>
<td>Mukhles Rahman</td>
<td>Alternate</td>
<td>9/2012 – 9/2017</td>
<td>Yes</td>
<td>Committee on Honors ASME Metropolitan Section</td>
</tr>
<tr>
<td>The Gear Research Institute</td>
<td>Avinash Singh</td>
<td>Board of Trustee</td>
<td>7/1/2012 – 6/30/15</td>
<td>No</td>
<td>Chair, ASME Power Transmission &amp; Gearing Committee, Associate Editor, Journal of Mechanical Design, ASME Rep, GRI Board of Trustees, Chair 11th ASME International PTG Conf, Program Chair ASME PTG Conf (2007 and 2009)</td>
</tr>
<tr>
<td>Assembly for the International Heat Transfer Conferences</td>
<td>Jungho Kim</td>
<td>Delegate</td>
<td>7/1/2012 – 6/30/15</td>
<td>Yes</td>
<td>ASME K-13 Committee Member, Max Jacob Award Selection Committee, ASME K-13 Chair, ASME K-13 Vice-Chair, ASME IHTC 2010 Conference Secretary</td>
</tr>
<tr>
<td>American Academy of Environmental Engineers</td>
<td>Richard Magee</td>
<td>Trustee</td>
<td>01/2012 - 12/31/20</td>
<td>N/A</td>
<td>ICEC, By-Laws &amp; Operations Manual, Admin Committee, CIMAC, Meetings Coordination, Long Range Planning, Group Operating Board</td>
</tr>
</tbody>
</table>
ASME Board of Governors
Agenda Item
Cover Memo

Date Submitted: 5/11/12
BOG Meeting Date: 6/3/12

To: Board of Governors
From: (Sector/Unit/Task Force/Other) Committee on Finance and Investment
Presented by: Reginald Vachon
Agenda Title: Revision to Society Policy P-12.1 The Conduct of Conferences and Events

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

The Events Committee will report to the Committee on Finance and Investment, rather than the Sector Management Committee.

Proposed motion for BOG Action: (if appropriate)
Approve Changes recommended by the Committee on Finance and Investment which were also approved by the Committee on Organization and Rules

Attachments: Revisions to Society Policy P-12.1
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 Sector Board or Council 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 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.)

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. If 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 shall be comprised of five (5) members, one from each Sector, as appointed by their respective Senior Vice Presidents. Such sector representatives shall participate actively in reviewing and approving all proposed Events. Additionally, the EC may add non-voting 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 shall include: 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 business plans and budgets and provide assistance in Event planning.

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

5. The EC shall provide a quarterly report in writing to the Sector Management Committee (SMC) and the Committee on Finance and Investment (COFI) summarizing the EC’s activity during that quarter.
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 and/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 COFISME. Any appeal shall be submitted to the COFISME 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.

C. 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.

D. 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.

E. 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, a Standing Committee of the Committee on Finance and Investment.

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 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. 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
June 12, 2011

June 3, 2012
ASME Board of Governors
Agenda Item
Cover Memo

Date Submitted: 4/27/2012
BOG Meeting Date: 6/3/2012

To: Board of Governors
From: Public Affairs & Outreach
Presented by: Stacey Swisher-Harnetty
Agenda Title: Ratification – ABET Constitutional Revision

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

On March 24, 2012, the ABET Board of Directors approved a change to the ABET Constitution, by replacing the words, “International Activities” with “Global”. This change aligns text in the Constitution with action taken by the ABET Board during its March 2011 meeting to change the name of the “International Activities Council” to the “Global Council”.

The ASME representatives on the ABET Board of Directors supported the Board action as does the ASME Board on Education and Public Affairs and Outreach Council.

Proposed motion for BOG Action: (if appropriate)

Move that the ASME Board of Governors ratify the action taken by the ABET Board of Directors to replace the words “International Activities” with the word “Global” in the ABET Constitution.

Attachments: Ratification request memo from the Michael Milligan, Executive Director, ABET and a copy of the approved ABET Bylaw regarding the change in 2011 along with the recently approved ABET Constitution change is attached.
MEMORANDUM

TO: Executive Directors, ABET Member Societies
FROM: Michael K.J. Milligan, Ph.D., P.E.
ABET Executive Director
DATE: April 2012
SUBJECT: RATIFICATION OF AN AMENDMENT TO THE ABET CONSTITUTION

On March 24, 2012, the ABET Board of Directors approved a change to the ABET Constitution, by replacing the words, “International Activities” with “Global”. This change aligns text in the Constitution with action taken by the ABET Board during its March 2011 meeting to change the name of the “International Activities Council” to the “Global Council”. A copy of the approved Bylaw regarding the change in 2011 along with the recently approved Constitution change has been included for your review.

Article Nine, Amendments, of the ABET Constitution states that “Amendments to the Constitution may be proposed at any meeting of the Board, by the President or by motion of the Directors of three or more of the Member Societies. Such properly proposed amendments shall be circulated with the agenda of the next following Board meeting. Approval of amendments requires a majority vote of the Board and subsequent ratification by the governing boards of at least two-thirds of the Member Societies.”

A ratification ballot is included with this memorandum. Please return the completed ballot to Vincent A. Fields, Sr. as soon as practical. Ballots can be emailed to vfields@abet.org or faxed to 410.625.2238.
DATE: February 10, 2012

TO: ABET Board of Directors

FROM: Phillip E. Borrowman, Past President

SUBJ: ABET BYLAW SECTION 7.F. - 2nd Reading

RECOMMENDED MOTION:
The ABET Board of Directors approves on second reading the following change to the ABET Bylaws, Section 7, paragraph F.

F. The Executive Committee shall consist of the Immediate Past President, the President, the President-Elect, Treasurer, Secretary, two Board Representatives, Chairs of the Commissions, Chair of the Accreditation Council, Chair of the International ActivitiesGlobal Council, and the Executive Director. The Chairs of the Commissions, the Chair of the Accreditation Council, the Chair of the International ActivitiesGlobal Council, and the Executive Director are non-voting members. The Executive Committee acts on behalf of the Board in the interim between meetings. A report of actions taken during this period must be provided for information purposes to the full Board at a regularly scheduled meeting.

BACKGROUND:
These changes align text in the Bylaws with action taken by the ABET Board during its March, 2011 meeting to change the name of the International Activities Council to the Global Council.

FINANCIAL IMPACT:
There is no financial impact.
The governing board of the above-named society hereby

☐ Approves
☐ Does not approve

The following amendment of Article 7, paragraph F
of the ABET Constitution

F. The Executive Committee is comprised of the Officers of the Board, two members of the Board elected by the Board as liaisons for terms that are determined by ABET, the Executive Director of ABET who serves without vote, the Chairs of the individual Accreditation Commissions who serve without vote, the Chair of the International Activities Global Council, the Chair of the Accreditation Council who serves without vote, and additional members as provided by the Bylaws.

SIGNED: _________________________________________________

TITLE: ___________________________________________________

DATE: ___________________________________________________

Please return the completed ballot to:

ABET, Inc.
Attn: Executive Office
111 Market Place, Suite 1050
Baltimore, Maryland 21202
ASME Board of Governors
Agenda Item
Cover Memo

Date Submitted: May 3, 2012
BOG Meeting Date: June 3, 2012

To: Board of Governors
From: (Sector/Unit/Task Force/Other) Marc Goldsmith/Phil Hamilton
Presented by: Stacey Swisher Harnetty/Bill Wepfer
Agenda Title: Vice president, Government Relations

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

The ASME community was deeply saddened by the death of Donna Michalek, Vice President-Elect, Government Relations. The Board on Government Relations (BGR) will discuss succession planning at the Annual Meeting.

Stacey Swisher Harnetty, Senior Vice President, Public Affairs and Outreach and Bill Wepfer, Senior Vice President-Elect, Public Affairs & Outreach, after consultation with the Chair of the Nominating Committee, recommend that Susan Ipri Brown be appointed by the BOG to serve one additional year through June 2013. Susan has agreed to serve if asked. This will provide the necessary transition period for appropriate consideration of the successor Vice President.

Proposed motion for BOG Action: (if appropriate)

To extend the term of Susan Ipri Brown as Vice President, Government Relations through June, 2013.

Attachments:
None
5/6/2012

Victoria A. Rockwell
President
ASME
Three Park Avenue
New York, NY 10016

Dear Vickie:

This is to confirm our discussion about the recommended path forward regarding the Vice President, Government Relations due to the sudden passing of Donna Michalek. The ASME community has been deeply saddened by Donna’s death, and I know that everyone wants to handle her succession in a sensitive and appropriate manner. Here is the suggested approach that Bill Wepfer and I support:

- Rather than rushing to find a new VP, Susan Ipri Brown, the current VP, Government Relations, be appointed by the BOG to serve one additional year through June 2013. Susan has agreed to serve if asked.

- The Board on Government Relations will identify 1-2 qualified candidates to serve as the Vice President, Government Relations for a three year term beginning in June 2013. The Public Affairs and Outreach Council would then run a selection process at the 2012 IMECE. The candidate would become VP at the June 2013 Annual Meeting.

I have discussed this with Nominating Committee Chair Vickie Blocker, and she supports this approach. Because of Nominating Committee normal turnover and training schedules, it is preferred that we not try to run this position through their process out of the usual NC cycle. Please let me know if the above process is agreeable, or if you have any questions or concerns. Thank you for your support during this difficult time.

Sincerely,

Stacey

Stacey Swisher Harnetty
Senior Vice President, Public Affairs & Outreach

cc: Bill Wepfer, Susan Ipri Brown, Vickie Blocker, Phil Hamilton, Kathryn Holmes, Tom Loughlin, Marc Goldsmith, Dave Soukup, John Delli Venneri