1. **Opening of the Meeting** (Start Time: 1:00 PM)

   1.1. **Call to Order**

   1.2. **Adoption of the Agenda**

   1.3. **Announcements**

   1.4. **President’s Remarks** (10 minutes)  
   Said Jahanmir

   1.5. **Executive Director’s Remarks** (10 minutes)  
   Tom Costabile

   1.6. **Consent Items for Action**

      1.6.1. **Identification of Items to be removed from Consent Items**  
      Consent Items for Action are items 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 items be removed from the agenda.

      1.6.2. **Approval of Minutes from June 3, 2018 Meeting**

      1.6.3. **Approval of Minutes from June 6, 2018 Meeting**

      1.6.4. **Proposed Appointments**

2. **Open Session Agenda Items**

   2.1. **Overview of Governance as Leadership: A Board’s Fiduciary, Strategic, and Generative Work**  
   (90 minutes)  
   Susan Meier

   2.2. **Interview of 2019-2022 Technical Events & Content Sector SVP-Nominee** (20 minutes)  
   Rick Marboe

   2.3. **Approval of FY18 Audited Financial Statements** (30 minutes)  
   William Garofalo and Karen Ohland
2.4. **FY18 Enterprise Incentive Compensation Performance Results** (15 minutes)
Tom Costabile

2.5. **VOLT Academy Update** (30 minutes)
Todd Allen

2.6. **Update on WFEO** (10 minutes)
Reginald Vachon and John Delli Venneri

**Tuesday, October 2, 2018**

2.7. **Strategic Advisory Committee: ASME’s Mission and Vision Statements** ACTION (40 minutes)
Bill Wepfer

2.8. **Report from Presidential Task Force on Core Technologies** (30 minutes)
Michael Molnar

2.9. **The Nominating Process Task Force** (30 minutes)
Howard Berkof

**BREAK (9:40 AM – 9:55 AM)**

2.10. **Report from Presidential Task Force on Membership** (30 minutes) DISCUSSION
Andrew Bicos

2.11. **New Business**

3. **Closed Session Agenda Items**

3.1. **Report from Presidential Task Force on Organizational Structure** (30 minutes)
Amos Holt

3.2. **Legal Report** (30 minutes)
John Delli Venneri

4. **Adjournment**

5. **Closed Session Information Items**

5.1. Corporate Counsel Legal Report

6. **Information Items**

6.1. **Dates of Future Meetings**

<table>
<thead>
<tr>
<th>DATE</th>
<th>DAY</th>
<th>TIME</th>
<th>LOCATION</th>
</tr>
</thead>
<tbody>
<tr>
<td>November 10, 2018</td>
<td>Saturday</td>
<td>8:30 AM – 4:30 PM</td>
<td>Pittsburgh, PA</td>
</tr>
<tr>
<td>December 14, 2018</td>
<td>Friday</td>
<td>3:00 PM – 4:00 PM</td>
<td>Conference Call</td>
</tr>
<tr>
<td>Board Dialogue (a)</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
February TBD (a) | TBD | TBD | Conference Call
--- | --- | --- | ---
April 8, 2019 (a) | Monday | 12:00 PM – 4:00 PM Dinner – Evening | Capitol Hill, Washington, DC
April 9, 2019 | Tuesday | 8:15 AM – 1:00PM | Washington, DC
Annual Engineering Public Policy Symposium | Tuesday | 1:00 PM – 5:00PM | Capitol Hill, Washington, DC
April 9, 2019 Congressional Visits | Tuesday | Dinner – Evening | Washington, DC
April 9, 2019 | Wednesday | 8:00 AM – 12:00 PM | Capitol Hill, Washington, DC
April 10, 2019 (a) | | | |
June 2, 2019 (a) | Sunday | 8:30 AM – 4:00 PM | Orlando, FL
June 5, 2019 (b) | Wednesday | 10:00 AM – 3:00PM | Orlando, FL

a) 2018-2019 Board of Governors  b) 2019-2020 Board of Governors

6.2. Committee on Organization and Rules Annual Report

6.3. Committee on Honors Annual Report

6.4. Committee of Past Presidents Annual Report

6.5. Auxiliary Annual Report

**List of Appendices**

1.6.4. Proposed Appointments

2.1. Overview of Governance as Leadership: A Board’s Fiduciary, Strategic, and Generative Work

2.2. Interview of 2019-2022 Technical Events & Content Sector SVP-Nominee

2.3. Approval of FY18 Audited financial Statements

2.4. FY18 Enterprise Incentive Compensation Performance Results

2.5. VOLT Academy Update

2.6. Update on WFEO

2.7. Strategic Advisory Committee: ASME’s Mission and Vision Statements

2.8. Report from Presidential Task Force on Core Technologies

2.9. The Nominating Process Task Force

2.10. Report from Presidential Task Force on Membership

3.1. Report from Presidential Task Force on Organizational Structure (Closed)
5.1. Corporate Counsel Legal Report (Closed)

6.2. Committee on Organization and Rules Annual Report

6.3. Committee on Honors Annual Report

6.4. Committee of Past Presidents Annual Report

6.5. Auxiliary Annual Report
Date Submitted: September 7, 2018  
BOG Meeting Date: October 1-2, 2018  

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

Agenda Item Executive Summary:  

Proposed appointments reviewed by the COR on September 7, 2018.

Proposed motion for BOG Action:  

To approve the attached appointments.

Attachments: Document attached.
## SEPTEMBER 2018
PROPOSED APPOINTMENTS TO ASME UNITS

<table>
<thead>
<tr>
<th>Internal Unit</th>
<th>Nominee</th>
<th>Appointment Position/Title</th>
<th>Appointment Term/Category</th>
<th>Appointment Type</th>
<th>History</th>
</tr>
</thead>
<tbody>
<tr>
<td>Public Affairs and Outreach Council</td>
<td>Aaron Adams</td>
<td>Member-at-Large</td>
<td>September 2018 – June 2019</td>
<td>Initial</td>
<td>Alabama A&amp;M Faculty</td>
</tr>
<tr>
<td>Public Affairs and Outreach Council</td>
<td>Desmond Chan</td>
<td>Member-at-Large</td>
<td>September 2018 – June 2019</td>
<td>Initial</td>
<td>Industry Advisory Board</td>
</tr>
<tr>
<td>Student and Early Career Development Council</td>
<td>Leila Aboharb</td>
<td>Member-at-Large</td>
<td>July 2018 - June 2019</td>
<td>Initial</td>
<td>Early Career Programming Committee</td>
</tr>
<tr>
<td>Student and Early Career Development Council</td>
<td>Nishant Trivedi</td>
<td>Member-at-Large</td>
<td>July 2018 - June 2019</td>
<td>Initial</td>
<td>Student Section Enterprise Committee</td>
</tr>
</tbody>
</table>

## PROPOSED APPOINTMENTS TO EXTERNAL UNITS

<table>
<thead>
<tr>
<th>External Unit</th>
<th>Nominee</th>
<th>Appointment Position/Title</th>
<th>Appointment Term/Category</th>
<th>Appointment Type</th>
<th>History</th>
</tr>
</thead>
<tbody>
<tr>
<td>Daniel Guggenheim Medal Board</td>
<td>Erdogan Madenci</td>
<td>ASME Representative</td>
<td>October 2018 – September 2021</td>
<td>Initial</td>
<td>Aerospace Division Structures and Materials Committee</td>
</tr>
<tr>
<td>Daniel Guggenheim Medal Board</td>
<td>Ozden Ochoa</td>
<td>ASME Representative</td>
<td>October 2018 – September 2021</td>
<td>Initial</td>
<td>Past member, Board of Governors</td>
</tr>
<tr>
<td>Max Jakob Award Board</td>
<td>Portonovo Ayyaswamy</td>
<td>ASME Representative</td>
<td>July 2018 – June 2021</td>
<td>Initial</td>
<td>Editor, Journal of Heat Transfer</td>
</tr>
<tr>
<td>Max Jakob Award Board</td>
<td>John Howell</td>
<td>ASME Representative</td>
<td>July 2018 – June 2019</td>
<td>Initial</td>
<td>Past member, Heat Transfer Executive Committee</td>
</tr>
<tr>
<td>Max Jakob Award Board</td>
<td>Vijay Dhir</td>
<td>ASME Representative</td>
<td>July 2018 – June 2021</td>
<td>Initial</td>
<td>Member, Technical Committee on Publications and Communications</td>
</tr>
</tbody>
</table>
With six new members of the Board in attendance—three new and three nominees, the Strategy Advisory Committee recommends a facilitated governance session on *Governance as Leadership* by Susan Meier.

The session is based on a new framework for helping nonprofit organizations maximize the effectiveness of their boards. The key elements of the session are:

1) Reframing the Board’s work in the judiciary, strategic and generative modes.
2) Building a constructive partnership between the Board and Staff.

**Proposed motion for BOG Action:**

Information only

**Attachments:**

None
ASME Board of Governors
Agenda Item
Cover Memo

Date Submitted: September 12, 2018
BOG Meeting Date: October 1-2, 2018

To: Board of Governors
From: Technical Events and Content Sector
Presented by: Richard Marboe
Agenda Title: Interview of 2019-2022 Technical Events and Content Senior Vice President

Agenda Item Executive Summary:

To interview and meet the TEC SVP-Nominee.

Proposed motion for BOG Action:

To approve the 2019-2022 Technical Events and Content SVP-Nominee

Attachments:

Nomination Package
ASME 2018 Audited Financial Statements

Karen Ohland, Audit Committee Chair
Bill Garofalo, Assistant Treasurer

October 1, 2018
What to Expect from this Presentation

Brief Description – Audit Committee update, review the ASME investment portfolio and high level overview of the financial position of ASME.

Desired Outcome – BOG motions to approve the FY18 Audited Financial Statements and appoint KPMG as auditors for FY19.

Questions – Please ask questions during the presentation.

Duration – Presentation will last 30 minutes.
1. Audit Committee Update, Process Timeline & Highlights

2. Statement of Financial Position & Cash Flow

3. ASME Investment Portfolio

4. FY18 Operating Results

5. ASME Contingency Reserve %

6. BOG motions
Audit Committee Update

• **KPMG**
  - April - Discussed the Annual Pre-Audit FY18 Plan with KPMG
  - September - Reviewed results and management comments from FY18 Audit
  - Executive Session

• **Internal Audit**
  - Reviewed audit results for operational and conference audits
  - Received the report from the Treasurer on his review of the expense reports for the President and Executive Director
  - Approved the Internal Audit plan for FY19
  - Executive Session

• **Procedures / Policies**
  - Reviewed status of Conflict of Interest and Whistleblower Policies
## ASME 2018 Audit Process & Timeline

<table>
<thead>
<tr>
<th>Date</th>
<th>Event Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>February 5</td>
<td>Planning meeting with KPMG and ASME staff</td>
</tr>
<tr>
<td>March</td>
<td>Engagement letters issued and signed</td>
</tr>
<tr>
<td>April 18</td>
<td>Audit Plan presented by KPMG to the Audit Committee</td>
</tr>
<tr>
<td>May/June</td>
<td>Interim fieldwork performed by KPMG</td>
</tr>
<tr>
<td>July 18</td>
<td>Preliminary close of financial systems</td>
</tr>
<tr>
<td>July/August</td>
<td>Auditor fieldwork at ASME Little Falls/NYC</td>
</tr>
<tr>
<td>August 10</td>
<td>Draft/unaudited financial statements completed by ASME staff</td>
</tr>
<tr>
<td>August 24</td>
<td>Exit meeting with KPMG and ASME staff</td>
</tr>
<tr>
<td>August 31</td>
<td>Draft Audited financial statements finalized</td>
</tr>
<tr>
<td>Sept. 11</td>
<td>FY18 results presented to COFI</td>
</tr>
<tr>
<td>Sept. 12</td>
<td>KPMG presented the audit report and financial statements to the Audit Committee</td>
</tr>
<tr>
<td>Oct. 1</td>
<td>Audit Committee recommends BOG acceptance and approval of audit results and FY18 Audited Financial Statements</td>
</tr>
</tbody>
</table>
ASME 2018 Audit Summary & Highlights

The audit of ASME’s FY2018 Finance & Operations has been successfully completed

- KPMG presented the audited financials to the Audit Committee
- ASME received an unmodified and clean opinion
- No material weaknesses were identified / reported
- KPMG completed fifth year audit on time
- Process was extensive with auditors in-house for three weeks in May and three weeks July/August

- Scope of audit included:
  - Accounting processes and controls
  - Information technology systems
ASME 2018 Audit Comments & Recommendations

• FY2018 Comments & Recommendations:
  • HR & Finance:
    – SOC 1 reports
  • Technology:
    – IT policies and procedures
1. Audit Committee Update, Process Timeline & Highlights

2. Statement of Financial Position & Cash Flow

3. ASME Investment Portfolio

4. FY18 Operating Results

5. ASME Contingency Reserve %

6. BOG motions
## ASME Statements of Financial Position

<table>
<thead>
<tr>
<th>Assets</th>
<th>June 30, 2018</th>
<th>June 30, 2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cash and cash equivalents</td>
<td>$ 8,090,012</td>
<td>$ 12,028,869</td>
</tr>
<tr>
<td>Accounts receivable, less allowance for</td>
<td></td>
<td></td>
</tr>
<tr>
<td>doubtful accounts of $226,000 in 2018</td>
<td></td>
<td></td>
</tr>
<tr>
<td>and $278,000 in 2017</td>
<td>15,856,239</td>
<td>13,886,295</td>
</tr>
<tr>
<td>Due from The ASME Foundation, Inc.</td>
<td>15,856,239</td>
<td>13,886,295</td>
</tr>
<tr>
<td>Inventories</td>
<td>656,976</td>
<td>539,608</td>
</tr>
<tr>
<td>Prepaid expenses, deferred charges, and</td>
<td>3,109,710</td>
<td>4,131,475</td>
</tr>
<tr>
<td>deposits</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Investments</td>
<td>133,047,764</td>
<td>123,392,172</td>
</tr>
<tr>
<td>Property, furniture, equipment, and</td>
<td></td>
<td></td>
</tr>
<tr>
<td>leasehold improvements, net</td>
<td>19,540,458</td>
<td>18,745,330</td>
</tr>
<tr>
<td>Total assets</td>
<td>$ 180,301,159</td>
<td>$ 173,003,038</td>
</tr>
</tbody>
</table>

### Liabilities and Net Assets

<table>
<thead>
<tr>
<th>Liabilities:</th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Accounts payable and accrued expenses</td>
<td>$ 10,408,184</td>
<td>$ 9,217,347</td>
</tr>
<tr>
<td>Due to The ASME Foundation, Inc.</td>
<td>63,364</td>
<td></td>
</tr>
<tr>
<td>Accrued employee benefits</td>
<td>17,415,567</td>
<td>29,331,599</td>
</tr>
<tr>
<td>Deferred publications revenue</td>
<td>11,332,346</td>
<td>470,043</td>
</tr>
<tr>
<td>Deferred dues revenue</td>
<td>2,339,030</td>
<td>2,770,615</td>
</tr>
<tr>
<td>Accreditation and other deferred revenue</td>
<td>19,821,179</td>
<td>21,221,521</td>
</tr>
<tr>
<td>Deferred rent</td>
<td>10,539,157</td>
<td>11,181,078</td>
</tr>
<tr>
<td>Total liabilities</td>
<td>71,918,827</td>
<td>74,192,203</td>
</tr>
</tbody>
</table>

### Commitments

- Net assets:
  - Unrestricted: 107,883,545
  - Temporarily restricted: 362,220
  - Permanently restricted: 136,567

### Total net assets

| Total net assets                           | 108,382,332   | 98,810,835    |

### Total liabilities and net assets

| Total liabilities and net assets           | $ 180,301,159 | $ 173,003,038 |
### ASME Statement of Cash Flow

<table>
<thead>
<tr>
<th>Cash flows from operating activities:</th>
<th>June 30, 2018</th>
<th>June 30, 2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>Increase in net assets</td>
<td>$ 9,571,497</td>
<td>$ 9,835,617</td>
</tr>
<tr>
<td>Adjustments to reconcile increase (decrease) in net assets to net cash provided by (used in) operating activities:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Depreciation and amortization</td>
<td>5,073,954</td>
<td>5,600,951</td>
</tr>
<tr>
<td>Loss on disposal of fixed assets</td>
<td>32,182</td>
<td>—</td>
</tr>
<tr>
<td>Realized and unrealized (gain) loss on investments</td>
<td>(7,411,072)</td>
<td>(11,150,506)</td>
</tr>
<tr>
<td>Bad debt (recovery) expense</td>
<td>(52,015)</td>
<td>(500)</td>
</tr>
<tr>
<td>Pension and post-retirement changes other than net periodic costs</td>
<td>(2,596,937)</td>
<td>(1,669,789)</td>
</tr>
<tr>
<td>Change in operating assets and liabilities:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Accounts receivable</td>
<td>(1,917,929)</td>
<td>2,895,221</td>
</tr>
<tr>
<td>Due from The ASME Foundation, Inc.</td>
<td>279,289</td>
<td>88,478</td>
</tr>
<tr>
<td>Inventories</td>
<td>(117,368)</td>
<td>13,594</td>
</tr>
<tr>
<td>Prepaid expenses, deferred charges, and deposits</td>
<td>1,150,193</td>
<td>(1,032,242)</td>
</tr>
<tr>
<td>Accounts payable and accrued expenses</td>
<td>438,976</td>
<td>(748,994)</td>
</tr>
<tr>
<td>Due to the ASME Foundation, Inc.</td>
<td>63,364</td>
<td></td>
</tr>
<tr>
<td>Accrued employee benefits</td>
<td>(9,319,095)</td>
<td>(4,179,226)</td>
</tr>
<tr>
<td>Deferred publications revenue</td>
<td>10,862,303</td>
<td>(9,608,175)</td>
</tr>
<tr>
<td>Deferred dues revenue</td>
<td>(431,185)</td>
<td>(285,138)</td>
</tr>
<tr>
<td>Accreditation and other deferred</td>
<td>(1,400,342)</td>
<td>297,153</td>
</tr>
<tr>
<td>Deferred rent</td>
<td>(641,921)</td>
<td>(502,298)</td>
</tr>
<tr>
<td>Net cash provided by (used in) operating activities</td>
<td>3,583,494</td>
<td>(10,445,964)</td>
</tr>
</tbody>
</table>

### Cash flows from investing activities:

| Purchases of investments            | (18,823,478)   | (39,867,382)   |
| Proceeds from sales of investments  | 16,450,530     | 52,753,323     |
| Acquisition of fixed assets         | (5,149,403)    | (866,831)      |

Net cash (used in) provided by investing activities: (7,522,351) 12,019,110

### Net (decrease) increase in cash and cash equivalents: (3,938,857) 1,573,146

### Cash and cash equivalents at beginning of period: 12,028,869 10,455,723

### Cash and cash equivalents at end of period: $ 8,090,012 $ 12,028,869

Supplemental disclosure for cash flow information:

| Increase in amounts accrued for fixed assets | $ 751,861 | $ — |
Agenda

1. Audit Committee Update, Process Timeline & Highlights
2. Statement of Financial Position & Cash Flow
3. ASME Investment Portfolio
4. FY18 Operating Results
5. ASME Contingency Reserve %
6. BOG motions
ASME Investment Portfolio
June 30, 2018

- Tactical Non Equity 1%
- Large Value 12%
- Tactical Equity 1%
- Small Blend 6%
- Large Blend 24%
- International 17%
- TIPS 3%
- Hard Assets 3%
- Core Bond 33%

Confidential and Proprietary - Not to be disclosed outside of ASME
ASME Investment Returns

Year | Returns
--- | ---
2009 | -15%
2010 | 20%
2011 | 16%
2012 | 5%
2013 | 10%
2014 | 15%
2015 | 7.61%
2016 | -5%
2017 | 10%
2018 | 10%

Confidential and Proprietary - Not to be disclosed outside of ASME
High Performing Investment (Equity) Portfolio
[FY18 through June]
1. Audit Committee Update, Process Timeline & Highlights
2. Statement of Financial Position & Cash Flow
3. ASME Investment Portfolio
4. FY18 Operating Results
5. ASME Contingency Reserve %
6. BOG motions
ASME FY18 Financial Results – vs. Budget & Forecast

### Actual vs. Forecast vs. Budget

<table>
<thead>
<tr>
<th></th>
<th>Actual</th>
<th>Forecast</th>
<th>Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>Revenue</td>
<td>$117.3</td>
<td>$116.2</td>
<td>$114.7</td>
</tr>
<tr>
<td>Expense</td>
<td>$113.3</td>
<td>$120.1</td>
<td>$122.6</td>
</tr>
<tr>
<td>Net</td>
<td>$4.0</td>
<td>($3.9)</td>
<td>($7.9)</td>
</tr>
</tbody>
</table>
Revenue and Expense Trends 2012-2018 (General Fund)

Revenue CAGR 2.5%
Expense CAGR 1.7%

* Indicates first year of Boiler Code Cycle

2015, 2016 Excludes initiatives, 2016 excludes Sale of NJ Building and 2017 excludes Executive Director Transition
Business Overview of FY18 Results

 Standards

Greater than expected Boiler & Pressure Vessel direct sales and increased reseller revenues; growth in new small & medium customers by new IHS Markit reseller.

Conformity Assessment

Erratic swings in the price of Oil & Gas and lower than anticipated certificate renewals by companies affected by hurricanes in Florida, Houston & Louisiana.

Marketing Services

Delays in new product launches, reduced spending in pay per click campaigns due to shift in strategy, & General Data Protection Regulation spend related to policy changes.

Operational Underspend

Underspend related to product development, depreciation, travel, consulting and timing of hiring.

Increase in Royalty Revenues due to reduced level of discounts offered by ASME to existing resellers.
Recent Highlights

1. The inaugural AABME event saw an attendance of 60 registrants; the premise of the event was to connect members of the bioengineering landscape.

2. Offshore Wind Energy B2B Forum was well attended with total registration of 85 attendees, significantly higher than anticipated.

3. E-Fests East at Penn State University had attendance of 1,120 registrants from 10 different countries, spanning 114 schools.

4. Publications sale to a consortium in Brazil which will generate $1.4M in new revenue over next 3 years completed.

5. Successful renegotiation of top 5 reseller contracts completed.
Recent Highlights

6. Robotics for Inspection and Maintenance Forum convened robotics industry and asset owners, presented the latest robotics and unmanned aerial systems (UAS) technologies, advanced data analytics to increase safety, lower the costs, and improve business outcomes.

7. Executive workshop addressed key challenges of Power Plant Cycling, the impact of increased cycling on plant equipment and development of strategic mitigation solutions.

8. Additive Manufacturing Leadership Forum, June 19, 2018, co-located with LiveWorx focused on how additive manufacturing is transforming industries, disrupting supply chains, reducing manufacturing & service costs, & improving margins.

9. TEC Council approved 16 projects for a total FY19 funding of $150k; proposals were submitted through all five SLTs from several Technical Divisions.

10. E-Fests South America at UFRJ, Rio de Janeiro, Brazil held from July 27 to 29 was ASME’s inaugural EFests South America. Had an attendance of more than 500 registrants from 9 different countries.
Capital Budget Spend Actuals vs Budget

Capital Spend

<table>
<thead>
<tr>
<th></th>
<th>FY17</th>
<th>FY18</th>
</tr>
</thead>
<tbody>
<tr>
<td>Facilities &amp; Space</td>
<td>$ 0</td>
<td>$ 0</td>
</tr>
<tr>
<td>Technology/Other</td>
<td>$ 0</td>
<td>$ 9,000</td>
</tr>
<tr>
<td>Facilities &amp; Space</td>
<td>$ 0</td>
<td>$ 5,000</td>
</tr>
<tr>
<td>Technology/Other</td>
<td>$ 0</td>
<td>$ 9,000</td>
</tr>
</tbody>
</table>

- Green: Actuals
- Blue: Budget
ASME FY18 Financial Results – vs. Prior Year (FY17)

<table>
<thead>
<tr>
<th></th>
<th>Actual</th>
<th>Prior</th>
<th>Variance $</th>
<th>Variance %</th>
</tr>
</thead>
<tbody>
<tr>
<td>Revenue</td>
<td>$117.3</td>
<td>$108.6</td>
<td>$8.7</td>
<td>8.0%</td>
</tr>
<tr>
<td>Expense</td>
<td>$113.3</td>
<td>$107.0</td>
<td>($6.3)</td>
<td>-5.9%</td>
</tr>
<tr>
<td>Net</td>
<td>$4.0</td>
<td>$1.6</td>
<td>$2.4</td>
<td></td>
</tr>
</tbody>
</table>
1. Audit Committee Update, Process Timeline & Highlights
2. Statement of Financial Position & Cash Flow
3. ASME Investment Portfolio
4. FY18 Operating Results
5. ASME Contingency Reserve %
6. BOG motions
## Contingency Reserve %

<table>
<thead>
<tr>
<th>$ in millions</th>
<th>FY 10</th>
<th>FY 11</th>
<th>FY 12</th>
<th>FY 13</th>
<th>FY 14</th>
<th>FY 15</th>
<th>FY 16</th>
<th>FY 17</th>
<th>FY 18</th>
</tr>
</thead>
<tbody>
<tr>
<td>Beginning General Fund Balance</td>
<td>$46.4</td>
<td>$48.4</td>
<td>$71.1</td>
<td>$60.1</td>
<td>$65.2</td>
<td>$76.0</td>
<td>$66.9</td>
<td>$65.8</td>
<td>$76.5</td>
</tr>
<tr>
<td>Net Operating Results</td>
<td>0.8</td>
<td>6.5</td>
<td>(0.9)</td>
<td>(8.8)</td>
<td>(2.4)</td>
<td>(2.3)</td>
<td>1.4</td>
<td>0.7</td>
<td>1.4</td>
</tr>
<tr>
<td>Investment Returns</td>
<td>8.4</td>
<td>14.5</td>
<td>0.7</td>
<td>8.7</td>
<td>13.4</td>
<td>(1.5)</td>
<td>(0.3)</td>
<td>10.8</td>
<td>7.9</td>
</tr>
<tr>
<td>Accounting Adjustments</td>
<td>(7.2)</td>
<td>1.7</td>
<td>(10.8)</td>
<td>5.2</td>
<td>(0.2)</td>
<td>(5.3)</td>
<td>(2.2)</td>
<td>(0.8)</td>
<td>1.8</td>
</tr>
<tr>
<td>Ending General Fund Balance</td>
<td>$48.4</td>
<td>$71.1</td>
<td>$60.1</td>
<td>$65.2</td>
<td>$76.0</td>
<td>$66.9</td>
<td>$65.8</td>
<td>$76.5</td>
<td>$87.6</td>
</tr>
</tbody>
</table>

### General Fund Balance as a % of 3 Year Operating Expense Average

|                      | 62%  | 86%  | 67%  | 67%  | 73%  | 61%  | 59%  | 68%  | 77%  |

---

**Graph:**
- **General Fund Balance as a % of 3 Year Operating Expense Average**
- **Ending General Fund Balance**
1. Audit Committee Update, Process Timeline & Highlights
2. Statement of Financial Position & Cash Flow
3. ASME Investment Portfolio
4. FY18 Operating Results
5. ASME Contingency Reserve %
6. BOG motions
Audit Committee Recommended Motions

• The ASME Audit Committee recommends the following motions:

  • *The ASME Board of Governors accepts and approves ASME FY 2018 audited financial statements as presented by KPMG.*

  • *The ASME Board of Governors appoints KPMG as auditors for the FY 2019 audit.*
Questions?
ASME Board of Governors
Agenda Item
Cover Memo

Date Submitted: August 17, 2018
BOG Meeting Date: October 1-2, 2018

To: Board of Governors
From: EDESC
Presented by: Tom Costabile
Agenda Title: FY18 Enterprise Incentive Compensation Performance Results

Agenda Item Executive Summary:
A Summary of the FY18 Incentive Compensation Performance Results.

Proposed motion for BOG Action:
To approve FY18 Incentive Compensation Performance results for the Enterprise as outlined in the table in Agenda Appendix 2.4.

Attachments:
PowerPoint Presentation
FYE18 Incentive Comp
Performance Results for Enterprise Objectives

Report to the EDESC
September 11, 2018 – via email

Report to the BOG
October 1, 2018

Tom Costabile
Executive Director
Objectives

• To review FYE18 Performance Results for Enterprise Incentive Comp Objectives

• To request EDESC acceptance of the Enterprise Performance Objective Results

• To request BOG approval of the Enterprise Performance Objective Results on October 1, 2018
Variable Comp Basic Construct

Funding Pools

1) Incentive:
- Bonuses are based on % of salary
- Budgeted at “target”
- Payout is based on organization/sector/individual performance

2) Discretionary Yr-End:
- Budgeted

3) Spot:
- Budgeted

4) Team:
- Budgeted

Funding Triggers

Meet Fiscal Year Operating Budget
The funding trigger is not met if there is a negative variance to the operating budget net; then: ED may request BOG approval that a portion of the budgeted pool still be awarded

Distribution Rules

Based on performance:
- Enterprise goals
- Sector goals
- Individual/Unit goals
Award payments may be 50-150% of “target”

Availability of budgeted funds

Based on Performance: management discretion

A funding trigger helps to ensure the affordability of awards. If this funding trigger is met, the incentive plan is operable, and award payments are made based on performance results.
### Executive Summary

FY18 net surplus of $4.0M is $11.9M favorable to budget, with revenue favorable by $2.6M and expense favorable by $9.3M. The favorable revenue variance includes higher Standards revenues driven by channel optimization efforts as well as higher than anticipated Boiler and Pressure Vessel hardcopy sales. Also contributing are higher revenues related to our affinity programs. The favorable expenses include lower than anticipated staff compensation of $3.3M and underspend of $1.7M in depreciation expense due to delays in our capital projects. The remainder of the difference includes lower than anticipated “promo & advertising”, “direct cost of product”, and “travel” expenses.

**Note:** Audit Committee will review results on 09/12/2018.
### Variable Compensation Construct

<table>
<thead>
<tr>
<th>Staff Level</th>
<th>Target Award</th>
<th>FY18</th>
<th>FY19</th>
</tr>
</thead>
<tbody>
<tr>
<td>ED</td>
<td>20%</td>
<td></td>
<td></td>
</tr>
<tr>
<td>COO*</td>
<td>18%</td>
<td></td>
<td></td>
</tr>
<tr>
<td>EMT</td>
<td>15%</td>
<td></td>
<td></td>
</tr>
<tr>
<td>MDs</td>
<td>13%</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Directors</td>
<td>10%/8%/5%</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Mgmt/Prof</td>
<td>N/A</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Entry-level Professional</td>
<td>N/A</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Clerical/ Admin</td>
<td>N/A</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

*COO established 2016; formerly Deputy Executive Director target award.

FY18 award construct:
- Focused the organization on several key IOP-related goals

FY19 award construct ensures:
- Line-of-sight
- Accountability for performance outcomes
- Reinforcement of cross-sector/group/unit collaboration
- Focus more on outcomes; not processes
- EMT (below the ED level), Managing Directors and Directors will be assigned IOP or other key operational goals in addition to the Enterprise objectives

Discretionary Year-End Bonus Award Opportunity
# FY18 Incentive Compensation Goals

## Moving the Strategy Forward

<table>
<thead>
<tr>
<th>Incentive Compensation Goals</th>
<th>Weight</th>
<th>Lower Threshold (award=50% of target amount)</th>
<th>Target (award=100% of target amount)</th>
<th>Upper Threshold (award=150% of target amount)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Engagement</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1) eFest – achieve combined attendance target of 2,900 registered student attendees for four E-Fest events: three to be held in FY18, plus one in July 2018 (FY19)</td>
<td>20%</td>
<td>Achieve 1 of 3</td>
<td>Achieve 2 of 3</td>
<td>Achieve 3 of 3</td>
</tr>
<tr>
<td>2) Achieve conversion rate of 27% for student members transitioning to professional member status</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3) Reduce bounce rate on asme.org editorial pages to 76.5% by FYE</td>
<td>20%</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

(bounce rate is the percentage of visitors to a particular website who navigate away from the site after viewing only one page).

<table>
<thead>
<tr>
<th>IT Projects</th>
<th>Percentage of projects completed or FYE18 milestones completed (for projects extending beyond FYE18) on time and on budget</th>
<th>Weight</th>
<th>Lower Threshold (10% differential in timing or budget = on time and on budget)</th>
<th>Target</th>
<th>Upper Threshold</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>(for projects extending beyond FYE18) on time and on budget (10% differential in timing or budget = on time and on budget)</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>20%</td>
<td>90%</td>
<td>100%</td>
<td>105%</td>
</tr>
</tbody>
</table>

See Appendix A

<table>
<thead>
<tr>
<th>New Products and Programs Launched</th>
<th>Number of New Products and Programs launched in the 5 technologies</th>
<th>Weight</th>
<th>Lower Threshold</th>
<th>Target</th>
<th>Upper Threshold</th>
</tr>
</thead>
<tbody>
<tr>
<td>(released to the market in FY18)</td>
<td>(released to the market in FY18)</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>20%</td>
<td>10</td>
<td>11</td>
<td>12</td>
</tr>
</tbody>
</table>

See Appendix B

<table>
<thead>
<tr>
<th>FINANCIAL SUSTAINABILITY</th>
<th>Achieve Revenue Targets</th>
<th>Weight</th>
<th>Lower Threshold</th>
<th>Target</th>
<th>Upper Threshold</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>40%</td>
<td>114.4M</td>
<td>115M</td>
<td>116M</td>
</tr>
</tbody>
</table>

Funding Trigger: Achieve Operating Budget Net (current funding trigger)
## Incentive Compensation Goals

### Moving the Strategy Forward

<table>
<thead>
<tr>
<th>Incentive Compensation Goals</th>
<th>Weight</th>
<th>Lower Threshold (award=50% of target amount)</th>
<th>Target (award=100% of target amount)</th>
<th>Upper Threshold (award=150% of target amount)</th>
<th>FYE Projected</th>
<th>FYE Actual</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Engagement</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1) eFest – achieve combined attendance target of 2,900 registered student attendees for four E-Fest events: three to be held in FY18, plus one in July 2018 (FY19)</td>
<td>20%</td>
<td>Achieve 1 of 3</td>
<td>Achieve 2 of 3</td>
<td>Achieve 3 of 3</td>
<td>Projected 2,900</td>
<td>3,085</td>
</tr>
<tr>
<td>2) Achieve conversion rate of 27% for student members transitioning to professional member status</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>27%</td>
<td>27.8%</td>
</tr>
<tr>
<td>3) Reduce bounce rate on asme.org editorial pages to 76.5% by FYE</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>83.8%</td>
<td></td>
</tr>
<tr>
<td>(bounce rate is the percentage of visitors to a particular website who navigate away from the site after viewing only one page).</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>IT Projects</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>83%</td>
<td>87%</td>
</tr>
<tr>
<td>Percentage of projects completed or FYE18 milestones completed (for projects extending beyond FYE18) on time and on budget</td>
<td>20%</td>
<td>90%</td>
<td>100%</td>
<td>105%</td>
<td></td>
<td></td>
</tr>
<tr>
<td>(10% differential in timing or budget = on time and on budget)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>New Products and Programs Launched</strong> (released to the market in FY18)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>8</td>
<td>7</td>
</tr>
<tr>
<td>Number of New Products and Programs launched in the 5 technologies</td>
<td>20%</td>
<td>10</td>
<td>11</td>
<td>12</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>FINANCIAL SUSTAINABILITY</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Achieve Revenue Targets</td>
<td>40%</td>
<td>114.4M</td>
<td>115M</td>
<td>116M</td>
<td>116.2M</td>
<td>117.3M</td>
</tr>
<tr>
<td>Funding Trigger: Achieve Operating Budget Net (current funding trigger)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Quarterly results reviewed with EDESC, BOG; Awards can vary from 0 to 150% of target, based on performance results

### FYE Incentive Award

- **Target 20%**
- **Goal Not Met 0%**
- **Upper Threshold 60%**
- **Payout 80%**

*See additional appendices for details on status*
## FY18 Incentive Comp Pay-out

### Actual Payout Pending BOG Approval of Results:
- **Financial Sustainability (40%)**
- **Engagement (20%)**
- **IT Projects *(20%)**
- **New Products & Programs Launched *(20%)**

### FY18 Payout at Target: 100%

### Incentive Award as a % of Salary for Results at Target (100%)

<table>
<thead>
<tr>
<th>Staff Level</th>
<th>Incentive Award Payout as a % of Salary for FYE Results (80%)</th>
</tr>
</thead>
<tbody>
<tr>
<td>ED</td>
<td>20%</td>
</tr>
<tr>
<td></td>
<td>16.00%</td>
</tr>
<tr>
<td>COO</td>
<td>18%</td>
</tr>
<tr>
<td></td>
<td>14.40%</td>
</tr>
<tr>
<td>EMT</td>
<td>15%</td>
</tr>
<tr>
<td></td>
<td>12.00%</td>
</tr>
<tr>
<td>Band 10 (MDs)</td>
<td>13%</td>
</tr>
<tr>
<td></td>
<td>10.40%</td>
</tr>
<tr>
<td>Band 9 (Dirs)</td>
<td>10%</td>
</tr>
<tr>
<td></td>
<td>8.00%</td>
</tr>
<tr>
<td>Band 8 (Dirs)</td>
<td>8%</td>
</tr>
<tr>
<td></td>
<td>6.40%</td>
</tr>
<tr>
<td>Band 7 (Dirs)</td>
<td>5%</td>
</tr>
<tr>
<td></td>
<td>4.00%</td>
</tr>
</tbody>
</table>

*100% of award is based on Enterprise objectives for all Incentive eligible staff

---

*Goal not met = 0% Payout
**FYE 18 Enterprise Incentive Comp Results**

**BOG Motion:** To APPROVE FY18 incentive compensation performance results for the Enterprise as outlined in the following table:

<table>
<thead>
<tr>
<th>Incentive Comp Component</th>
<th>Weight of Enterprise Goals (Target Award =100%)</th>
<th>Performance Results</th>
<th>Incentive Award Level Achieved (As a % of Target)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Engagement</td>
<td>20%</td>
<td>Target</td>
<td>20%</td>
</tr>
<tr>
<td>IT Projects</td>
<td>20%</td>
<td>Goal Not Met</td>
<td>0%</td>
</tr>
<tr>
<td>New Products &amp; Programs Launched</td>
<td>20%</td>
<td>Goal Not Met</td>
<td>0%</td>
</tr>
<tr>
<td>Financial Sustainability</td>
<td>40%</td>
<td>Upper Threshold</td>
<td>60%</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>100%</strong></td>
<td></td>
<td><strong>80%</strong></td>
</tr>
</tbody>
</table>

**EDESC: Request Acceptance and Recommend Board Approval.**
Appendices
<table>
<thead>
<tr>
<th>Project #</th>
<th>Description</th>
<th>% Complete as of FY 2018</th>
<th>FY 2018 Budget/Grant Expenditures</th>
<th>Total Project Capital Expenditure</th>
<th>% Incentive 2018</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>FY 2018 Phase 1: Requirements and Design</td>
<td>70%</td>
<td>$150,000</td>
<td>$200,000</td>
<td>20%</td>
</tr>
<tr>
<td>2</td>
<td>FY 2018 Phase 2: Implementation</td>
<td>58%</td>
<td>$175,000</td>
<td>$250,000</td>
<td>20%</td>
</tr>
<tr>
<td>3</td>
<td>FY 2018 Phase 3: Requirements and Design</td>
<td>70%</td>
<td>$150,000</td>
<td>$200,000</td>
<td>20%</td>
</tr>
<tr>
<td>4</td>
<td>Design and Implementation</td>
<td>60%</td>
<td>$120,000</td>
<td>$200,000</td>
<td>20%</td>
</tr>
<tr>
<td>5</td>
<td>Study: Complete Transact, Dictate</td>
<td>50%</td>
<td>$100,000</td>
<td>$200,000</td>
<td>20%</td>
</tr>
<tr>
<td>6</td>
<td>Complete requirements, management interface design and purchase</td>
<td>70%</td>
<td>$110,000</td>
<td>$150,000</td>
<td>20%</td>
</tr>
<tr>
<td>7</td>
<td>Design Browsable Repository for a virtual application</td>
<td>80%</td>
<td>$150,000</td>
<td>$200,000</td>
<td>20%</td>
</tr>
<tr>
<td>8</td>
<td>Implement core Dictate Platform</td>
<td>70%</td>
<td>$140,000</td>
<td>$200,000</td>
<td>20%</td>
</tr>
<tr>
<td>9</td>
<td>Test disaster recovery for core disaster critical applications</td>
<td>90%</td>
<td>$200,000</td>
<td>$200,000</td>
<td>20%</td>
</tr>
<tr>
<td>10</td>
<td>CA Content Replacement</td>
<td>58%</td>
<td>$120,000</td>
<td>$200,000</td>
<td>20%</td>
</tr>
<tr>
<td>11</td>
<td>Complete Desktop Design including: Gas Analysis</td>
<td>80%</td>
<td>$150,000</td>
<td>$200,000</td>
<td>20%</td>
</tr>
<tr>
<td>12</td>
<td>Complete installation of safety environment</td>
<td>70%</td>
<td>$140,000</td>
<td>$200,000</td>
<td>20%</td>
</tr>
<tr>
<td>13</td>
<td>Complete Environmental, Safety Software</td>
<td>60%</td>
<td>$100,000</td>
<td>$200,000</td>
<td>20%</td>
</tr>
<tr>
<td>14</td>
<td>Implement complete core Dictate platforms</td>
<td>70%</td>
<td>$140,000</td>
<td>$200,000</td>
<td>20%</td>
</tr>
<tr>
<td>15</td>
<td>Design and Implementation</td>
<td>58%</td>
<td>$120,000</td>
<td>$200,000</td>
<td>20%</td>
</tr>
<tr>
<td>16</td>
<td>Design and Implementation</td>
<td>70%</td>
<td>$150,000</td>
<td>$200,000</td>
<td>20%</td>
</tr>
<tr>
<td>17</td>
<td>Design and Implementation</td>
<td>60%</td>
<td>$120,000</td>
<td>$200,000</td>
<td>20%</td>
</tr>
<tr>
<td>18</td>
<td>Design and Implementation</td>
<td>70%</td>
<td>$150,000</td>
<td>$200,000</td>
<td>20%</td>
</tr>
<tr>
<td>19</td>
<td>Design and Implementation</td>
<td>60%</td>
<td>$120,000</td>
<td>$200,000</td>
<td>20%</td>
</tr>
<tr>
<td>20</td>
<td>Design and Implementation</td>
<td>70%</td>
<td>$150,000</td>
<td>$200,000</td>
<td>20%</td>
</tr>
<tr>
<td>21</td>
<td>Design and Implementation</td>
<td>60%</td>
<td>$120,000</td>
<td>$200,000</td>
<td>20%</td>
</tr>
<tr>
<td>22</td>
<td>Design and Implementation</td>
<td>70%</td>
<td>$150,000</td>
<td>$200,000</td>
<td>20%</td>
</tr>
<tr>
<td>23</td>
<td>Design and Implementation</td>
<td>60%</td>
<td>$120,000</td>
<td>$200,000</td>
<td>20%</td>
</tr>
<tr>
<td>24</td>
<td>Design and Implementation</td>
<td>70%</td>
<td>$150,000</td>
<td>$200,000</td>
<td>20%</td>
</tr>
<tr>
<td>25</td>
<td>Design and Implementation</td>
<td>60%</td>
<td>$120,000</td>
<td>$200,000</td>
<td>20%</td>
</tr>
<tr>
<td>26</td>
<td>Design and Implementation</td>
<td>70%</td>
<td>$150,000</td>
<td>$200,000</td>
<td>20%</td>
</tr>
<tr>
<td>27</td>
<td>Design and Implementation</td>
<td>60%</td>
<td>$120,000</td>
<td>$200,000</td>
<td>20%</td>
</tr>
<tr>
<td>28</td>
<td>Design and Implementation</td>
<td>70%</td>
<td>$150,000</td>
<td>$200,000</td>
<td>20%</td>
</tr>
<tr>
<td>29</td>
<td>Design and Implementation</td>
<td>60%</td>
<td>$120,000</td>
<td>$200,000</td>
<td>20%</td>
</tr>
<tr>
<td>30</td>
<td>Design and Implementation</td>
<td>70%</td>
<td>$150,000</td>
<td>$200,000</td>
<td>20%</td>
</tr>
</tbody>
</table>

**FY 2018* Major Projects (priority based on costs, mitigation of risk or significance to IOP initiatives)**

**Table 12 of 28**

**Appendix A**

(Appendix to goals approved by BOG)
New Products and Programs to be Launched in FY18

<table>
<thead>
<tr>
<th>Initiative</th>
<th>Manufacturing</th>
<th>Bioengineering</th>
<th>Clean Energy</th>
<th>Pressure Technology</th>
<th>Robotics</th>
<th>Products</th>
<th>FY17 Q4 Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cell Therapy Training</td>
<td>1</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>courses</td>
<td>Approved</td>
</tr>
<tr>
<td>Alliance of Advanced Biomedical Engineering</td>
<td>1</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>subscription service</td>
<td>Approved</td>
</tr>
<tr>
<td>Journal of Biomedical Eng. and Biotechnology*</td>
<td>1</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>journal</td>
<td>Approved</td>
</tr>
<tr>
<td>Journal of NDE, Diagnostics and Prognostics*</td>
<td>1</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>journal</td>
<td>Approved</td>
</tr>
<tr>
<td>eLearning - Design for Additive Manufacturing</td>
<td>1</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>courses, certificate program</td>
<td>Approved</td>
</tr>
<tr>
<td>B&amp;PV User Group Event</td>
<td>1</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>conference and expo</td>
<td>Approved</td>
</tr>
<tr>
<td>eLearning - Robotic Systems for Manufacturing</td>
<td>1</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>courses, certificate program</td>
<td>Approved</td>
</tr>
<tr>
<td>Offshore Wind Energy Conference</td>
<td>1</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>conference and expo</td>
<td>Approved</td>
</tr>
<tr>
<td>Nuclear Decontamination &amp; Decommissioning</td>
<td>1</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>courses</td>
<td>Approved</td>
</tr>
<tr>
<td><strong>9 Business Plans Approved in Total</strong></td>
<td><strong>2</strong></td>
<td><strong>3</strong></td>
<td><strong>2</strong></td>
<td><strong>1</strong></td>
<td><strong>1</strong></td>
<td><strong>Approved</strong></td>
<td></td>
</tr>
</tbody>
</table>

Note: New Products and Programs Launched will be from this list of Products/Programs approved in FY17, or from Products/Programs to be approved in FY18. The EDESC will be informed as the Business Review Team approves new Products/Programs in FY18.
### Incentive Compensation Goals

<table>
<thead>
<tr>
<th>TACTIC: Engagement</th>
<th>Q4 E-Fest attendee registrations</th>
</tr>
</thead>
<tbody>
<tr>
<td>Achieve combined attendance target of 2,900 registered student attendees for four E-Fest events: three to be held in FY18, plus one in July 2018 (FY19)</td>
<td></td>
</tr>
</tbody>
</table>

### Status: Achieved Goal for FY18

- **Asia Pacific:** Goal: 800; Actual: 1,150
- **U.S. West:** Goal: 600; Actual 630
- **U.S. East:** Goal: 800; Actual 880
- **South America:** Goal: 700; Actual 425

- **Total Goal All Locations:** 2,900
- **Total Achieved:** 3,085
Incentive Compensation Goals

Q4 Conversion of student to professional membership

TACTIC: Engagement 2
Achieve conversion rate of 27% for student members transitioning to professional member status

Unit: Membership - FY'18 Student Transition to Professional Goal, Increase by 1% (to 27%)

Status: Surpassed Goal of 27% for FY18

<table>
<thead>
<tr>
<th>Quarter</th>
<th>FY'17 % Transitioned</th>
<th>FY'18 % Transitioned</th>
<th>Variance</th>
</tr>
</thead>
<tbody>
<tr>
<td>1st Qtr (July-Sept)</td>
<td>14.50%</td>
<td>12.00%</td>
<td>-2.50%</td>
</tr>
<tr>
<td>2nd Qtr (Oct-Dec)</td>
<td>20.90%</td>
<td>20.00%</td>
<td>-0.90%</td>
</tr>
<tr>
<td>3rd Qtr (Jan-Mar)</td>
<td>25.40%</td>
<td>25.80%</td>
<td>0.40%</td>
</tr>
<tr>
<td>4th Qtr (Apr-Jun)</td>
<td>26.00%</td>
<td>27.8%</td>
<td>1.80%</td>
</tr>
</tbody>
</table>
**Incentive Compensation Goals**

**Q4 Editorial Bounce Rate**

**TACTIC:** Engagement 3
Reduce bounce rate on asme.org editorial pages to 76.5% by FYE

---

**Status: Did Not Achieve Goal for FY18**

<table>
<thead>
<tr>
<th>Q1</th>
<th>Q2</th>
<th>Q3</th>
<th>Q4</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Editorial Bounce Rate: 81.5% total Dec 2017-June 2018 (agreed upon reporting period)
See attached – cell highlighted in yellow is the number for reporting purposes.

---

**Editorial Bounce Rate Results**
FY18 – July 17 – June 18

<table>
<thead>
<tr>
<th>Publish M-Y</th>
<th>Pageviews</th>
<th>Bounce %</th>
<th>Exit %</th>
<th>Avg time on pg</th>
</tr>
</thead>
<tbody>
<tr>
<td>July-Nov 17</td>
<td>79,644</td>
<td>88.3%</td>
<td>71.9%</td>
<td>0:03:55</td>
</tr>
<tr>
<td>Dec-June 18</td>
<td>155,710</td>
<td>81.5%</td>
<td>68.1%</td>
<td>0:03:26</td>
</tr>
<tr>
<td>Total</td>
<td>235,354</td>
<td>83.8%</td>
<td>69.4%</td>
<td>0:03:36</td>
</tr>
</tbody>
</table>
Incentive Compensation Goals

### Q4 Enterprise Technical Projects

<table>
<thead>
<tr>
<th>TACTIC: Enterprise Technical Projects</th>
</tr>
</thead>
<tbody>
<tr>
<td>Percentage of Projects completed or FY18 Milestones completed (for projects extending beyond FYE18) on time and budget</td>
</tr>
<tr>
<td>(10% differential in timing or budget = on time and on budget)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Status at end of 4Q</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total of 54 Milestones</td>
</tr>
<tr>
<td>Planned</td>
</tr>
<tr>
<td>Starting</td>
</tr>
<tr>
<td>In Process</td>
</tr>
<tr>
<td>Substantially Complete (90%+ Complete)</td>
</tr>
<tr>
<td>Completed</td>
</tr>
<tr>
<td>6%</td>
</tr>
<tr>
<td>2%</td>
</tr>
<tr>
<td>6%</td>
</tr>
<tr>
<td>2%</td>
</tr>
<tr>
<td>85%</td>
</tr>
<tr>
<td>87%</td>
</tr>
</tbody>
</table>

87% of project milestones were completed or substantially complete (90%+ complete) at FYE18.

- Enterprise infrastructure successfully completed all IOP Project Milestones within budget and in some cases exceeded expectations. Data Center Migration exceeded goal by 40%, migrating 27 servers to MS Azure. Server virtualization project completed 100% of servers surpassing milestone by 25%. SD-WAN Project was not an IOP Milestone, but was completed ahead of schedule in FY18.

- Several projects were delayed for further due diligence during the vendor selection and/or contract process, but the project teams accelerated efforts to complete key milestones before FYE18: CA Connect Replacement, Online Taxonomy, Online Strategy/Architecture Implementation (Site Search, Style Guide), and Calendar of Events Replacement.

- Implement Online Marketing Tools (Phase I) was not completely launched by FYE18 due to reallocation of resources to complete projects that fulfilled other (non-milestone) high-priority Marketing and Enterprise/Compliance needs: Group Mass Email Communication (used by volunteers), Enterprise Mass Email Request system, and Opt-in for GDPR.

- Key projects were deferred and missed milestones, specifically: CRM and BI Tools was deferred due to significant price changes from existing vendor and Standards Delivery / Subscription Mgt. Platform due to additional due diligence needed.

- The original goal was to complete 60% (average across all projects) of the total project work for all IOP projects in FY18. We achieved an average of 53% completion (88% of goal) of the total project work, despite the aforementioned delays.
# FY 2018* Major Projects (priority based on costs, mitigation of risk or significance to IOP initiatives)

## 4Q 18 Status Report

### PROJECT AREAS

<table>
<thead>
<tr>
<th>Project</th>
<th>Original Estimate</th>
<th>Update</th>
<th>Original Estimate</th>
<th>Update</th>
<th>% of Total Project Expected complete at end of FY</th>
<th>% of Total Project completed at end of Q4</th>
<th>Project area budget in FY18</th>
<th>FITD Expenditures at end of Q4</th>
</tr>
</thead>
<tbody>
<tr>
<td>e-Tests Websites</td>
<td>50% 45%</td>
<td>$79,010</td>
<td>$79,555</td>
<td>100% 100%</td>
<td>$170,021</td>
<td>$125,413</td>
<td>1</td>
<td></td>
</tr>
<tr>
<td>Online Taxonomy</td>
<td>40% 40%</td>
<td>$167,210</td>
<td>$172,440</td>
<td>100% 100%</td>
<td>$275,272</td>
<td>10</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Disaster Recovery - Phase 1</td>
<td>40% 100%</td>
<td>$658,459</td>
<td>$757,728</td>
<td>95% 45%</td>
<td>$718,603</td>
<td>$204,231</td>
<td>11</td>
<td></td>
</tr>
<tr>
<td>“Multiple” Q/L Application, Javascape Replacement / GP Upgrade or Replacement</td>
<td>60% 25%</td>
<td>$395,118</td>
<td>$288,840</td>
<td>100% 100%</td>
<td>$335,118</td>
<td>$198,840</td>
<td>13</td>
<td></td>
</tr>
<tr>
<td>Document Retention and Backups</td>
<td>100% 100%</td>
<td>$78,063</td>
<td>$64,942</td>
<td>80% 75%</td>
<td>$71,010</td>
<td>$64,010</td>
<td>15</td>
<td></td>
</tr>
<tr>
<td>R&amp;D Conference &amp; Event Website Implementation</td>
<td>100% 20%</td>
<td>$581,076</td>
<td>$53,403</td>
<td>100% 100%</td>
<td>$581,076</td>
<td>$53,403</td>
<td>17</td>
<td></td>
</tr>
<tr>
<td>CTS Connect Replacement</td>
<td>30% 30%</td>
<td>$381,084</td>
<td>$249,285</td>
<td>30% 30%</td>
<td>$381,084</td>
<td>$249,285</td>
<td>19</td>
<td></td>
</tr>
<tr>
<td>Master Data Management Tool (Data Warehouse)</td>
<td>50% 50%</td>
<td>$507,783</td>
<td>$82,790</td>
<td>50% 50%</td>
<td>$507,783</td>
<td>$82,790</td>
<td>21</td>
<td></td>
</tr>
<tr>
<td>New e-commerce Platform</td>
<td>30% 30%</td>
<td>$82,790</td>
<td>$507,783</td>
<td>30% 30%</td>
<td>$82,790</td>
<td>$507,783</td>
<td>23</td>
<td></td>
</tr>
</tbody>
</table>

### MILESTONES

<table>
<thead>
<tr>
<th>Milestone</th>
<th>Description</th>
<th>Status at end of Q4</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>E-Test Phase 1 - Requirements and design</td>
<td>Completed</td>
</tr>
<tr>
<td>2</td>
<td>E-Test Phase 1 - Implementation</td>
<td>Completed</td>
</tr>
<tr>
<td>3</td>
<td>E-Test Phase 2 - Requirements and design</td>
<td>Completed</td>
</tr>
<tr>
<td>4</td>
<td>Design Enterprise wide Taxonomy</td>
<td>Completed</td>
</tr>
<tr>
<td>5</td>
<td>Develop Complete Taxonomy Hierarchy</td>
<td>Completed</td>
</tr>
<tr>
<td>6</td>
<td>Complete requirements, management Software selection and purchase</td>
<td>Completed</td>
</tr>
<tr>
<td>7</td>
<td>Design Disaster Recovery for 4 critical applications</td>
<td>Completed</td>
</tr>
<tr>
<td>8</td>
<td>Implement new Disaster Recovery Platform</td>
<td>Completed</td>
</tr>
<tr>
<td>9</td>
<td>Test disaster recovery for one mission critical application</td>
<td>Completed</td>
</tr>
<tr>
<td>10</td>
<td>Complete initial upgrade and design GP Proof of Concept</td>
<td>Completed</td>
</tr>
<tr>
<td>11</td>
<td>CDA Design and implementation into test Environment</td>
<td>Completed</td>
</tr>
<tr>
<td>12</td>
<td>Detailed Requirements - Budgeting including Sourcing</td>
<td>Completed</td>
</tr>
<tr>
<td>13</td>
<td>Complete initial design Proof of Concept</td>
<td>Completed</td>
</tr>
<tr>
<td>14</td>
<td>Complete CDA Design including Gap Analysis</td>
<td>Completed</td>
</tr>
<tr>
<td>15</td>
<td>Complete installation of full test environment</td>
<td>Completed</td>
</tr>
<tr>
<td>16</td>
<td>Design new backup and recovery platforms</td>
<td>Completed</td>
</tr>
<tr>
<td>17</td>
<td>Implement Upgraded backup Software</td>
<td>Completed</td>
</tr>
<tr>
<td>18</td>
<td>Implement and test new backup platforms</td>
<td>Completed</td>
</tr>
<tr>
<td>19</td>
<td>Design and wireframe changes</td>
<td>Completed</td>
</tr>
<tr>
<td>20</td>
<td>Develop and implement improvements of Improvements</td>
<td>Completed</td>
</tr>
<tr>
<td>21</td>
<td>System and Build Project Team</td>
<td>Completed</td>
</tr>
<tr>
<td>22</td>
<td>Complete Initial System Requirements</td>
<td>Completed</td>
</tr>
<tr>
<td>23</td>
<td>Complete Draft High Level Design Specifications</td>
<td>Completed</td>
</tr>
<tr>
<td>24</td>
<td>Create “Staging” data bases</td>
<td>Completed</td>
</tr>
<tr>
<td>25</td>
<td>cleanse and transform Customers’ data</td>
<td>Completed</td>
</tr>
<tr>
<td>26</td>
<td>Cleanse and migrate current Sales data to Staging Data</td>
<td>Completed</td>
</tr>
</tbody>
</table>

Target Goals would be to complete 100% of the above Milestones by the end of the year within a 10% margin, with lower threshold at 90% and higher threshold at 105%.
# 4Q 18 Status Report

## PROJECT AREAS

<table>
<thead>
<tr>
<th>Project (as defined in 10F Grant Chart)</th>
<th>Original Estimate</th>
<th>Update</th>
<th>Original Estimate</th>
<th>Update</th>
</tr>
</thead>
<tbody>
<tr>
<td>% of Total Project Expected complete by Q4FY18</td>
<td>% of Total Project complete at end of 4Q</td>
<td>Project area budget in FY18</td>
<td>FYTD Expenditures at end of 4Q</td>
<td></td>
</tr>
</tbody>
</table>

## MILESTONES

<table>
<thead>
<tr>
<th>#</th>
<th>Milestone Description</th>
<th>Status at end of Q4</th>
</tr>
</thead>
<tbody>
<tr>
<td>20</td>
<td>Implement an SSL/SSL Secure Connection</td>
<td>Planned</td>
</tr>
<tr>
<td>30</td>
<td>Complete Initial CRM Sales workflow Implementation</td>
<td>Planned</td>
</tr>
<tr>
<td>31</td>
<td>Finalize Enhanced CRM Requirements</td>
<td>In Process</td>
</tr>
<tr>
<td>32</td>
<td>Complete Detail Requirements &amp; RFP</td>
<td>Completed</td>
</tr>
<tr>
<td>33</td>
<td>Complete RFP Process &amp; System Selection</td>
<td>Planned</td>
</tr>
<tr>
<td>34</td>
<td>Acquire Selected Software/Application</td>
<td>Planned</td>
</tr>
<tr>
<td>35</td>
<td>Design solutions for all application placement</td>
<td>Completed</td>
</tr>
<tr>
<td>36</td>
<td>Migrate 50% of HostIT applications to new Host</td>
<td>Completed</td>
</tr>
<tr>
<td>37</td>
<td>Design and implement System Monitoring and Alerting</td>
<td>Completed</td>
</tr>
<tr>
<td>38</td>
<td>Implement and Configure and Implement Virtual Servers</td>
<td>Completed</td>
</tr>
<tr>
<td>39</td>
<td>Convert 75% of physical servers to virtual IP Data Center</td>
<td>Completed</td>
</tr>
<tr>
<td>40</td>
<td>Increase Internal Person:IT Support Level</td>
<td>Completed</td>
</tr>
<tr>
<td>41</td>
<td>Work with vendor to resolve top 3 issues</td>
<td>Completed</td>
</tr>
<tr>
<td>42</td>
<td>Complete Architectural Design</td>
<td>Completed</td>
</tr>
<tr>
<td>43</td>
<td>Design Responsive UI/UX &amp; Branding Specifications</td>
<td>Completed</td>
</tr>
<tr>
<td>44</td>
<td>Complete Online Style Guide for Designing Websites</td>
<td>Completed</td>
</tr>
<tr>
<td>45</td>
<td>Complete Search Engine Requirements and Selection</td>
<td>Completed</td>
</tr>
<tr>
<td>46</td>
<td>New Search Engine, Installation and Configuration</td>
<td>Completed</td>
</tr>
<tr>
<td>47</td>
<td>New Homepage design specifications</td>
<td>Completed</td>
</tr>
<tr>
<td>48</td>
<td>Upgrade to HarvUZ/EMS</td>
<td>Completed</td>
</tr>
<tr>
<td>49</td>
<td>Design new Active Directory Architecture</td>
<td>Completed (99%)</td>
</tr>
<tr>
<td>50</td>
<td>Implement and test environment and functionalities</td>
<td>Completed (97%)</td>
</tr>
<tr>
<td>51</td>
<td>Complete Design Specifications</td>
<td>Completed</td>
</tr>
<tr>
<td>52</td>
<td>Install and configure software</td>
<td>Completed</td>
</tr>
<tr>
<td>53</td>
<td>Implement and Launch Phase 3 functionality</td>
<td>Completed</td>
</tr>
</tbody>
</table>

### FF 2018 Major Project Subtotals

- Planned: 69%
- Starting: 31%
- In Process: 0%
- Substantially Complete (90%+): 83%
- Completed: 100%

### Target Goals

- Achieved in FY18 within acceptable parameters
- Meets definition and was not achieved by FY18

- Total Technical Services Capital Projects with milestones

---

**Note:** Target goals would be to complete 100% of the above Milestones by the end of the year within a 10% margin, with lower threshold at 90% and higher threshold at 105%.
### Executive Summary Report - IOP Technical Projects

#### 4Q 2018 Status as of August 8th, 2018

<table>
<thead>
<tr>
<th>Project Title/Description</th>
<th>Project Status</th>
<th>Project Goals</th>
</tr>
</thead>
</table>
| **E-Tests Websites Phase I - Global website that will support the yearlong efforts around E-tests’ University Student Competitions and Regional Events. The website will be built under new version of our online content management software and will make use of templates that can be leveraged for E-Tests and other ASME sites in the future.** | Phase 1 is complete. This includes launch of the global site, post launch enhancements and individual event pages. Work to collect business requirements for Phase 2 is also complete. In FY19 incremental enhancements will be delivered, with full implementation of Phase 2 (more comprehensive changes) occurring by December 2021 allowing for more advanced features to be delivered in a fully mature environment. | Completed  
- The site will provide a better user experience for students involved in e-tests and our competitions  
- Operating under our new architecture will allow us to modernize our use of marketing tools.  
- Use of templates allows us to more quickly and efficiently build and maintain E-Test and other ASME sites in the future. |
| **Online Taxonomy - Design and develop a new taxonomy and implement automated tagging through a taxonomy management tool. The implementation of this will improve the organization of the site and make it easier for users to find content/product information, which will result in increased usage of the site and promote a better user experience.** | Developed new ASME topic taxonomy, industry taxonomy and developed a content labeling to automatically assign and maintain topic and industry labels. Will continue to refine taxonomy and prepare for search index integration. Project will be completed in FY19 with a slightly elongated timeline to allow for further due diligence and reduced risk during implementation. | On Target  
- Allow us to manage our content better  
- Provide relevant and personalized content  
- Improve our ability to cross sell and up sell to our users  
- Improved accuracy and consistency of meta-data  
- Automated document tagging will reduce the level of effort business departments expend to maintain taxonomy. |
| **Disaster Recovery (DR) - Phase I Project Description:** This project will design and implement replication and failover of core services to secondary DR location as well as activation. Operational workbook, test plan will be created including a schedule for testing. This includes recovery testing, setting Recovery Point Objectives (RPO) and Recovery Time Objectives (RTO) which will be designed with operating units by classifying application based on Criticality level and RPO/RTO.** | Initial project discovery work and solution design were completed on October 25, 2017. Development of Phase 1 proposed solution was completed and deployed in March of 2018. Expenditures to date and projected project costs are within original budget. | Completed  
- Design and implement a disaster recovery solution for one (1) mission critical application—Great Plains  
- Utilize this solution as the foundation for Disaster Recovery of other ASME applications  
- Make Disaster Recovery planning an integral part of new system strategy and include new designed best practices when architecting and planning the implementation of any technology. |

*Project is On Target in relation to revised IOP project timeline.*
## Executive Summary Report - IOP Technical Projects

### 4Q 2018 Status as of August 8th, 2018

<table>
<thead>
<tr>
<th>Project Title/Description</th>
<th>Project Status</th>
<th>Project Goals</th>
</tr>
</thead>
<tbody>
<tr>
<td>Implement &quot;Vanilla&quot; G/L Application, Jovaco Replacement / GP Upgrade or Replacement - Implement a new financial systems structure in order to better serve new initiatives, enhance core current Accounting processes, and eliminate the current unsupported project account software (Jovaco).</td>
<td>Proof of Concept is complete and led to a streamlined proposed solution based on a &quot;vanilla&quot; version of existing Dynamics GP to replace Jovaco. Requirements and scheduling development work based on agreed upon solution from Proof of Concept is complete. In addition, a new COA structure has been developed by Accounting and implementation activities in progress. Initial data migration and mapping have been substantially completed. The project has had delays due to resource constraints and unforeseen complications but overall is on track to be completed in FY 19.</td>
<td>On Target</td>
</tr>
<tr>
<td>CA Connect Replacement - Create a best in class Conformity Assessment system to facilitate the continuing growth of ASME's business that is fully integrated to ASME financial systems.</td>
<td>Initial design Proof of Concept, detailed design including gap analysis and installation of full test environment is complete. The project is currently delayed against the original IOP timeline due to further due diligence during the vendor selection process and larger than anticipated gaps discovered during design. The project team is exploring a phasing approach to deploy minimum viable product inline with the revised timeline.</td>
<td>Delayed</td>
</tr>
<tr>
<td>Document Retention &amp; Backup - Design and implement a comprehensive environment for backup and restoration of key foundational services and mission critical systems. Validate current backup tool will meet future requirements and upgrade as necessary. Includes internal effort to clean up current document according to retention policies and establish new procedures going forward.</td>
<td>Initial project discovery work and solution design were completed an October 19, 2017. Development of proposed solution has been completed and deployed as of March 8, 2018. Vendor expenditures to date and projected project costs are within original budget. Subsequent phases to clean up user personal folders is pending clarification on legal hold. Original scope of project is complete.</td>
<td>Completed</td>
</tr>
</tbody>
</table>

*Project is On Target in relation to revised IOP project timeline.*
## Executive Summary Report - IOP Technical Projects

### 4Q 2018 Status as of August 8th, 2018

<table>
<thead>
<tr>
<th>Project Title/Description</th>
<th>Project Status</th>
<th>Original IOP Timeline Overall Status</th>
<th>Project Goals</th>
</tr>
</thead>
</table>
| R&D Conference & Events Website Implementation - Providing a facelift and improving overall functionality of the public pages on the R&D events. | Requirements and detailed wireframes are complete. New event site built in staging environment with updates. Target approval and launch in production August 14th. Remaining work is on target to be completed in FY 19. | On Target | • The event site will move to a mobile friendly design  
• Improve the overall user experience  
• Make it easier for staff to maintain the public content on the site |
| CS Connect Replacement - Design and implement a best in class system to more easily and efficiently develop standards of all kinds and integrate seamlessly with future Delivery and Subscription systems to better facilitate the continuing growth of ASME's business. | Vendor selected to assist with system requirements phase of the project. Onsite engagement meetings are complete. Initial system requirements and draft high-level design specification is complete. Project elongated to allow for further due diligence and reduced risk during design and implementation. | On Target | • Deliver a system that is more fully integrated into to content delivery and sales process  
• Increased efficiency in creating Codes/Standards and provide additional functionality  
• Provide a system that is easier to use and can be more adaptable to many type of standard. |
| Master Data Management Tool for Standards Delivery / Subscriptions Platform - Create a flexible and functional enterprise data warehouse based on ASME’s data governance to support the IOP initiatives and best-in-class architecture. The initial focus will be with sales data. | The data governance software has been implemented. All customer data from all major ASME data sources have been successfully cleansed and extracted into the staging data platform in December 2017. Revenue and financial data consolidation tasks are being scheduled and actively worked on. Initial financial data model has been created and validated. Project is on track against overall project timeline. | On Target | • Implement a data warehouse platform to support IOP initiatives and best-in-class architecture  
• Consolidate, compliment and reconcile reporting of key data using best practices  
• Organize and automate management of detailed transaction data |
| New e-commerce Platform - Replace the existing home grown e-commerce platform with the Kentico e-commerce for current transactions | The initial design and architecture was completed last calendar year. Proof of Concept is complete. Due diligence into Single Sign-On options is underway. Project is delayed against original project timeline due to vendor selection process, but is on target against revised IOP project timeline to be completed in FY19. | Delayed* | • Provide a more secure and adaptable e-commerce platform  
• Easier to support and track e-commerce activities  
• Will improve or add online ordering, digital marketing, robust product catalog, online marketing, user self-service and multiple unique storefronts  
• Remove custom developed platform and replace it with a standard platform |

*Project is On Target in relation to revised IOP project timeline.
### Project Title/Description:

**Implement CRM and BI Tools - Optimize, enhance and expand ASME's existing CRM system and implement best-in-class BI and analytical tools.**

**Standards Delivery / Subscriptions Platform - Implement a new subscription management and content delivery solution to be initially used for standards so to support the subscription and content based business model articulated in the IOP.**

**Data Center Replacement and System Management - Systems Management - Phase I - Implement Operations Management Suite (OMS) and System Center Operations Manager (SCOM) enterprise products to provide proactive monitoring, alerting, reporting and dashboard features. Phase I scope involves configuring solutions to capture server data, such as hardware, software, applications, utilization, integrated components, etc., which will be used for data center migration from Hurd IT, NYC and NJ data centers.**

### Project Status:

- **Original IOP Timeline Overall Status**
  - **Project Status:**
    - **Implement CRM and BI Tools:** Due to unexpected pricing issues with Microsoft, our current vendor, the scope of this project was reviewed with the business users and has shifted from optimizing our current CRM solution to selecting a new CRM platform (salesforce). As a result of this unforeseen circumstance, the project is off track against the original project timeline and at risk against the new project timeline. We formed a core project team to produce requirements. Formal project kickoff occurred in July 2018. Initial requirements sessions with business units are underway.
    - Delayed
  - **Standards Delivery / Subscriptions Platform:** Consultant selected to assist with requirements and vendor evaluation. Per business request, RFP process has converted to an RFI process allowing for further due diligence and inclusion of additional business units and processes, however, this required elongation of timelines. RFI requirements are complete. Responses from potential vendors are under review by the project team.
    - Delayed*
  - **Data Center Replacement and System Management - Systems Management - Phase I - Implement Operations Management Suite (OMS) and System Center Operations Manager (SCOM) enterprise products to provide proactive monitoring, alerting, reporting and dashboard features. Phase I scope involves configuring solutions to capture server data, such as hardware, software, applications, utilization, integrated components, etc., which will be used for data center migration from Hurd IT, NYC and NJ data centers.**
    - Completed

### Project Goals:

- **Allow ASME to better manage customer relationships**
- **Allow ASME to better identify and capture new business opportunities**
- **Provide customized services, products/pricing**
- **Allow ASME to measure success of different marketing/sales initiatives**
- **Allow ASME to implement a new subscription based business model**
- **Enable new ways to deliver content using an enhanced and flexible delivery platform**
- **Increased auditing and monitoring capabilities with current applications**
- **Provides a platform that enables hybrid monitoring for on premise and cloud**
- **Installs software on each server to facilitate gathering critical information, provide monitoring capabilities for migration to new Data Center**
- **Provides a dashboard that will give ASME detailed information regarding server security, server change tracking, insights into application and server environment best practices**
<table>
<thead>
<tr>
<th>Project Title/Description</th>
<th>Project Status</th>
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<th>Project Goals</th>
</tr>
</thead>
<tbody>
<tr>
<td>Data Center Replacement and System Management - Move out of External Data Center - This project will migrate applications from the current colocation provider (HuntIT) to ensure mission critical applications are hosted in a purpose-built Data Center 24 hour coverage, in addition to assessing server placement for applications hosted in New York and New Jersey. Lastly, we will perform server consolidations thru virtualization in all Data Centers.</td>
<td>On Target</td>
<td>• Ensure mission critical applications are hosted in a purpose-built Data Center w/24 hour coverage (preferably cloud)</td>
<td></td>
</tr>
<tr>
<td>Personify: Stabilize Existing Business - Partner with vendor to resolve top priority issues and leverage internal expertise to mitigate challenges</td>
<td>Completed</td>
<td>• Increase focus and internal resources to mitigate exposure to Personify issues</td>
<td>• Resolve top 3 issues and stabilize the platform to better serve our customers and users</td>
</tr>
<tr>
<td>Online Strategy Implementation - Implement the online strategy developed by the Marketing team. This includes developing a new homepage, upgrading our version of the online content management system, implementing a new search engine and designing &amp; developing an on-line style guide. The objective is to improve the overall digital experience for site users. The site will provide a unified look and feel, with common capabilities, functionality, shared branding and navigation.</td>
<td>On Target</td>
<td>• Improve the overall site experience and consistency across all devices</td>
<td></td>
</tr>
<tr>
<td>Active Directory (AD) Redesign and Upgrade - this project will redesign and upgrade AD which is used organization wide to control authentication and system access. This project is heavily dependent on the data center move project.</td>
<td>On Target</td>
<td>• Consolidate and standardize AD deployment, so that assigning authentication rights is more efficient.</td>
<td>• Re-architect AD design for new data center deployments so to improve supportability of future infrastructure.</td>
</tr>
</tbody>
</table>

*Project is On Target in relation to revised IOP project timeline.*
## Appendix – FY18 Results

### Executive Summary Report - IOP Technical Projects

4Q 2018 Status as of August 8th, 2018

<table>
<thead>
<tr>
<th>Project Title/Description</th>
<th>Project Status</th>
<th>Original IOP Timeline Overall Status</th>
<th>Project Goals</th>
</tr>
</thead>
</table>
| Calendar of Events Replacement - The implementation of a new calendar tool to be used by our event and meeting group. It will provide a better user experience, integration with all ASME online content and make it easier for our users to find ASME events online. | Business requirements complete, desktop & mobile wireframes developed and currently in development & QA. Scheduled to deploy in staging environment by August 8th. Calendar launch will be in production in June 2019. | Delayed* | • Provide better user experience  
• Improved integration with all ASME online content  
• Make it easier for our users to find ASME events online |
| Implement Online Marketing Tools (Phase I) - Implement the online marketing tools on our Kentico Content Management System. This will improve ASME’s marketing organizations ability to improve stakeholder digital experience through the use of personalization and online marketing and merchandising tools. | Kentico license upgrade from Enterprise to EMS is complete. Kentico install complete. Team is currently scheduling and being trained on Kentico online marketing tools. Project is on target against the revised IOP project timeline, but was delayed in FY18 due to competing priorities with other marketing technical initiatives (specifically mass mailing and GDPR “opt” in systems). | Delayed* | • Provide our Marketing group the ability to personalize content on the website  
• Improved targeting and personalized messaging  
• Ability to integrate campaigns, banner management and A/B testing  
• Better tracking performance of individuals, segments and engagement metrics |
| Audio and Video Upgrades - Redesign and upgrade the audio and video capabilities of the board room to reduce operating errors and incompatibilities. | This project was completed and tested in November 2017 and the room has been successfully used for the ASME “All Hands meeting” and other events. Additionally, we upgraded equipment in the EMT conference room. | Completed | • Improved stability for audio and video.  
• Reduced maintenance cost be replacing older equipment.  
• Increased quality and capabilities for audio and video presentations and meetings. |
| On-Line Redesign Journeys - Redesign aspects of the website that focus around key activities such as the purchase journey and student to member with the intent of making the process less cumbersome and more mobile friendly. | Designs (focusing on the Student to Member Journey) were completed in December and were incorporated into the E-commerce Proof of Concept project and new web site design final requirements. | Completed | • A mobile friendly design  
• Improve the overall user experience  
• More consistent look and feel with fewer screens |

*Project is On Target in relation to revised IOP project timeline.*
### Enterprise Network Upgrade
- Implemented a software-defined Wide Area Network that provides a flexible virtual network infrastructure that eliminates the need for expensive hardware. This network connects all ASME locations, providing increased bandwidth for interoffice and internet connectivity. It also provides seamless access to Cloud providers, all at a significantly reduced cost.

This project was successfully implemented the weekend of April 20-21, 2018, six months ahead of schedule to support several IOP projects that had project dependencies.

**Completed**

- Redundancy and automatic failover capabilities that will prevent us from encountering Internet outages.
- Increased network bandwidth that will enhance connectivity between locations and the Internet and avoid situations, such as dropped calls, application time-outs, etc.
- Improved Cloud service capabilities that includes access to cloud providers from all locations
- Reduced costs and increased security

### EU Regulations Project (General Data Privacy Regulation)
- Ensures ASME systems are compliant with new EU regulations which requires customer consent for all mass communication, stronger compliance with third parties, and implementing additional policies and procedures regarding data privacy and auditing.

Deployment of opt-in widget and preference center occurred in May 2018. Opt-In emails campaign for all EU customers is complete. Revised policies and procedures and advised staff of changes to be made to business processes. Established new Help Desk procedures for handling requests. Provided volunteers with updated guidelines on GDPR policy.

**Completed**

- Obtain compliance with all constituents through appropriate opt-in communications
- Create preference center site to allow customers to manage consent preferences
- Update, communicate and obtain acknowledgement on revised internal policies and procedures regarding data security and privacy

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*Project is On Target in relation to revised IOP project timeline.*
### Incentive Compensation Goals

**Q4 Number of New Products and Programs launched in the 5 technologies**

<table>
<thead>
<tr>
<th>Technology</th>
<th>Manufacturing</th>
<th>Bioengineering</th>
<th>Clean Energy</th>
<th>Pressure Technology</th>
<th>Robotics</th>
</tr>
</thead>
<tbody>
<tr>
<td>Conferences</td>
<td>1</td>
<td>1</td>
<td>1</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td>Standards</td>
<td>1</td>
<td>2</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Pressure Technology Books (PTBs)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Standards Technology Publications (STPs)</td>
<td></td>
<td></td>
<td>1</td>
<td>6</td>
<td></td>
</tr>
<tr>
<td>Conformity Assessment</td>
<td>2</td>
<td></td>
<td></td>
<td></td>
<td>2</td>
</tr>
<tr>
<td>Publications - Journals</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Publications - Proceedings</td>
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<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Publications - Books and eBooks</td>
<td>2</td>
<td></td>
<td>3</td>
<td></td>
<td>2</td>
</tr>
<tr>
<td>Learning &amp; Development Courses</td>
<td>1</td>
<td></td>
<td></td>
<td></td>
<td>1</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>8</strong></td>
<td><strong>7</strong></td>
<td><strong>9</strong></td>
<td><strong>14</strong></td>
<td><strong>4</strong></td>
</tr>
</tbody>
</table>

Note: New Products and Programs launched will be from this list of Products/Programs approved in FY17, or from Products/Programs to be approved in FY18. The EDESC will be informed as the Business Review Team approves new Products/Programs in FY18.
Incentive Compensation Goals
Moving the Strategy Forward

OBJECTIVE: Financial Growth
1. Achieve revenue targets

FY18 Year-end Results: Financial Sustainability

YTD Q4 revenue of $117.3 was $2.6M better than budgeted revenue of $114.7M, lead mostly by better than expected Standards sales.

Status: Achieved Goal

<table>
<thead>
<tr>
<th>Q1</th>
<th>Q2</th>
<th>Q3</th>
<th>Q4</th>
</tr>
</thead>
<tbody>
<tr>
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</tbody>
</table>
Date Submitted: September 14, 2018
BOG Meeting Date: October 1-2, 2018

To: Board of Governors
From: Volunteer Orientation and Leadership Training (VOLT) Academy
Presented by: Todd R. Allen, Member-at-Large, VOLT Academy Executive Committee
Agenda Title: VOLT Academy Update

Agenda Item Executive Summary:

Todd Allen will provide an update on VOLT’s recent activities and plans for the year.

Proposed motion for BOG Action:
None.

Attachments:
- VOLT Academy Programs – August 2018
- Presentation is forthcoming by September 28, 2018
VOLT Academy

The Volunteer Orientation and Leadership Training (VOLT) Academy is devoted to the development of ASME’s volunteer leadership. VOLT’s programmatic offerings extend to volunteers serving throughout the Society at all levels.

**VOLT’s Vision** is that ASME will be highly valued for its culture of developing leaders to achieve the mission of the Society.

**VOLT’s Mission** is to develop forward-thinking leaders who are effective in technology management, critical thinking, communication, and business acumen to achieve the mission of the Society.

The VOLT Academy is led by an Executive Committee composed of a Chair, nine members-at-large, and four ex officio members. The VOLT Academy Executive Committee operates under ASME’s Sector Management Committee.

**Ongoing Programs**

**ECLIPSE (Early Career Leadership Internship Program to Serve Engineering)**

- ECLIPSE Intern Committee reviews applications, makes placement recommendations, and provides support to the interns through the program term
- Placement of early career engineers in highly visible and productive roles within ASME
- Mentoring by high-level ASME volunteers
- Significant contributions by early career engineers to business units
- Increase opportunities for early-career interns across the Society

**Cross-Sector Leadership Development Workshop**

- Offered annually in April to approximately 15 mid-level leaders from across the 4 sectors who demonstrate high leadership potential
- After participating, attendees will:
  - Gain insight and knowledge into ASME’s organizational structure, policies and procedures, and culture
  - Understand key strategic issues and how the ASME leadership is addressing them
  - Establish strong relationships with other leaders across ASME
  - Develop leadership capabilities and plan their personal leadership development in the context of ASME
  - Execute a collaboration project that will enable ASME to deliver on its strategy in an effective manner while growing their leadership profile in the Society

**Senior Leadership Training**

- Presidential Candidate Briefing – delivered annually in May
- Governor Candidate Briefing – delivered annually in May
- Officer and Governor-Elect Orientation – delivered annually at IMECE
- Orientation for BOG-nominees – delivered annually at the Annual Meeting
New Committee Chair Orientation & Training
• Delivered for the first time at the 2018 Annual Meeting
• Training for volunteers upon election to serve as Chair of a committee, segment, or other business unit
• Overview of ASME
• Training specific to needs of committee chairs, e.g., creating effective teams, running effective meetings, communications, etc.

Nominating Committee Training
• Nominating Committee Orientation – delivered annually in January
• PEDT Briefing – delivered annually in February
• Inclusive Approach to Nominating ASME Leadership – delivered annually in March

VOLT Leadership Workshops
• Offered twice each at the Annual Meeting and IMECE
• Topics vary and are relevant to the development needs of ASME’s volunteers
• Open to any ASME volunteers attending the meetings

ECLIPSE Alumni Group
• Led by an Executive Committee
• Fosters fellowship among alumni of the ECLIPSE, LDI and MLP programs as well as the current ECLIPSE interns
• Offers mentoring, networking, and volunteer opportunities
• Conducts outreach to promote the ECLIPSE program
• Serves as a pool of prospective Society volunteers

College of Leadership Communications
Senior Leadership Communications Training
• Offered twice annually at IMECE and the Annual Meeting to Governors, Governors-elect, SVPs, and SVPs-elect
• Enhances the knowledge and delivery of communicated messages to different audiences, to increase the effectiveness of the Board’s dissemination of the strategy, and to improve member and stakeholder buy-in
• Will result in more focused Board meetings through better communications
• Creates higher level of confidence of Board members and SVPs speaking at events
• Develops communication competency in order to improve ASME’s ability to effectively communicate across sectors, audiences and issues

Communications Training for Volunteers
• Train-the-Trainer Communications Training: piloted at IMECE 2017 for 3 trainers
• Communications Training delivered by volunteer trainers at various ASME events (section meetings, technical conferences, etc.): piloted at the ECLIPSE Leadership Workshop 2018 and Annual Meeting 2018, with 2 trainers at each session
Programs in Development

Online Resource Library
- Library of training resources organized by the key leadership development areas identified in the Volunteer Leadership Development Tool
- Created by ECLIPSE Intern class of 2015-2016
- Needs updates, maintenance, and a dissemination plan
- Includes the *Getting To Know ASME* training series will introduce participants to core elements of ASME’s organizational culture

Sector and Unit Training (as needed or requested)
- Supports business units’ alignment with ASME Strategy
- Helps foster high performance teams

Succession Planning
- A Succession Management plan template was created, piloted with the Standards and Certification Sector, and made available for use in the sectors
- The Volunteer Leadership Development Tool can be used to identify areas for development for succession candidates

Mentoring
- Developing a mentoring framework for developing volunteer leaders
- The Volunteer Leadership Development Tool was developed and is being disseminated for volunteers to be able to assess areas where they should bolster their skills in order to better prepare themselves for leadership positions

Programs Led by Other Units

Group Leadership Development Conference
- New event, first held in March 2018
- Developed in partnership with the Group Engagement Committee/GPS
- Sessions related to “Volunteer Orientation” (get to know ASME and GPS, etc.)
- Sessions related to rules of engagement
- Sessions related to how groups can support the ASME strategy?
- How can your group help ASME the “Go To” Organization? Crowdsourcing ASME “challenge”?

Diversity and Inclusion Training
- Partnership with the Diversity and Inclusion Strategy Committee
- Inclusive Approach to Nominating ASME Leadership training for the Nominating Committee (ongoing)
- New trainings to be developed in unconscious bias and practicing inclusion

E-Fests
- VOLT is looking at how it can support leadership development training at E-Fests
VOLT Academy
Report to the ASME Board of Governors

Todd R. Allen
Member-at-Large, VOLT Academy Executive Committee
October 1, 2018
What to Expect from Presentation

- **Brief Description** – This will provide you with background and an update on the VOLT Academy and its programs
- **Desired Outcome** – This is for information only
- **Questions** – Please ask only clarifying questions during the presentation
- **Duration** – This presentation is scheduled for 15 minutes, with 15 minutes of discussion/Q&A to follow
• Howard Berkof, Chair
• Todd Allen, Member at Large
• Juan Bastardo, 2018-2019 ECLIPSE Intern
• Ruander Cardenas, Member at Large
• Allison Case, Member at Large
• Mickey Clemon, Member at Large
• Alma Martinez Fallon, Member at Large
• Marc Goldsmith, Past Chair

• Twish Mehta, Member at Large
• Wolfgang Mueller-Leydig, Member at Large
• Johné Parker, Member at Large
• Marc Santos, Member at Large
• Matt Schulte, Chair, ECLIPSE Internship Committee
• Bob Simmons, Chair, Senior Leadership Training
• Clare Bruff, Staff
VOLT Academy Programs

- Early Career Leadership Intern Program to Serve Engineering (ECLIPSE)
- Leadership Workshops
- Online Resources

- Cross-Sector Leadership Development
- Committee Chair Training
- Unit-Level Training

- Senior Leadership Orientation
- NC Training
- College of Leadership Communications
- Succession Planning
2017-2018 VOLT Highlights

• Leadership Workshops:
  – Creating and Working in Effective Teams (IMECE)
  – Preparing the Next Generation Leaders of ASME 2050 (Annual Meeting)

• Cross-Sector Leadership Development Workshop (April)

• ECLIPSE Orientation & Leadership Workshop (April)

• New Chair Orientation and Training (Annual Meeting)

• College of Leadership Communications:
  – Communications Training for BOG and SVPs (IMECE & Annual)
  – Communications Train-the-Trainer Program (IMECE)

• Strategic planning training for the Gas Turbine Segment (October)
Programs for the Volunteer Lifecycle

- Engineering Students
- Early Career Engineers
- Mid-Level/Emerging Leaders
- Unit Leaders
- Senior Volunteer Leaders
Student & Early Career Volunteers

• ECLIPSE Program
• Support for the Student Leadership Training Conference
• Communications training by trained volunteer trainers
• Leadership Workshops at IMECE and the Annual Meeting
Emerging Volunteer Leaders & Unit Leaders

• Cross-Sector Leadership Development Workshop
• New Chair Orientation and Training
• Nominating Committee Training
• Support for Succession Planning
• Leadership Workshops at IMECE and the Annual Meeting
Senior Volunteer Leaders

• BOG Candidate Briefing
• Presidential Candidate Briefing
• Governor Nominee Briefing
• Officer and Governor Elect Orientation
• Senior Leadership Communications Training at IMECE and the Annual Meeting
• Leadership Workshops at IMECE and the Annual Meeting
LOOKING AHEAD
FY19 Programs & Opportunities

• VOLT Leadership Workshop at IMECE: “Fostering an Innovative Environment”
• Senior Leadership Communications Training at IMECE (November 12)
• Chair/Vice Chair Training for committees reporting to the Board on Conformity Assessment – at Boiler Code Week (November 2018)
• Cross-Sector Leadership Development Workshop 2019 – Venue TBD
• Expand Communications Training workshops
• Revise Nominating Committee and Senior Leadership Training – collaborate and align with PEDT and BOG Task Forces
• Establish Communications & Marketing sub-committee – increase engagement with society and training opportunities (ex. GLDC, SLTC, etc.)
Emerging Topic: Volunteer Pipeline

• How do we ensure that we are developing the volunteer leaders we need for the future?

• Identify where (multiple places) and why the pipeline is broken, why it was successful before, and recommendations to fix the pipeline
  – From Student Section Leader to society President

• Educate Staff and Volunteer leadership to look for candidates and be able to recommend placement opportunities
  – Re-establish and prioritize “VOBB-like” concept to match volunteers and their skill sets to units with committee openings or looking for specific project help

• Leverage digital solutions (ASME.org) to better stimulate and connect volunteers – Pathways, e-Mentoring, and Career Concierge
Emerging Topic: Volunteer Pipeline (Cont’d)

• Relay a better understanding of the time commitment and job descriptions to candidates
  – Spread the wealth, don’t overwhelm the same volunteers

• Innovate methods to keep volunteers engaged during life’s “busy periods”
  – Short term commitments, Micro-projects, Speaking engagements
  – Track all volunteer service in database, not just long-term committee assignments

• Keep unsuccessful candidates engaged

• Working in collaboration with Nominating Process Task Force
  – Once ideas and initiatives are implemented, VOLT will develop and promulgate communication products to educate staff and volunteers
How can you help?

• ECLIPSE Program
  – **Group Projects**: What projects could a talented, committed group of young engineers work on between now and June to benefit ASME?
  – **Intern Placements**: We receive more qualified candidates than we can place.
  – **Program Promotion**: Do you know an early career engineer who would be a good candidate for this program?

• VOLT’s support to Task Forces – Nominating Process & Membership

• Promotion across the society
  – VOLT is available to serve all sectors & units
  – Trainers & facilitators available to travel globally to conferences and meetings

• Be a Trainer: Is there a leadership topic you would like to speak on? Let us know!
Questions?
ASME Board of Governors  
Agenda Item  
Cover Memo

Date Submitted: September 17, 2018  
BOG Meeting Date: October 1, 2018

To: Board of Governors  
From: Reggie Vachon  
Presented by: Reggie Vachon and John Delli Venneri  
Agenda Title: WFEO Activities Update

Agenda Item Executive Summary:

At the request of the World Federation of Engineering Organizations (WFEO), Reggie Vachon represents the engineering community at the United Nations.  

The United Nations convened two high-level events this past summer on the Sustainable Development Goals. A brief update will be provided of our participation during these two occasions.

Proposed motion for BOG Action:  
Information only

Attachments:  
PowerPoint Presentation
World Federation of Engineering Organizations Update

Dr. Reginald I. Vachon
ASME Board of Governors Meeting
October 2-3, 2018
New York City
What To Expect

From this Presentation

• Brief Description – WFEO Update
• Desired Outcome – Informational only
• Questions – Please hold till conclusion
  • Duration – 10 mins
World Federation of Engineering Organizations (WFEO)

Background/Points of Information

- Founded 1968 under auspices of UNESCO
- International NGO convenes engineering organizations of >100 nations
- Represents >40M engineers worldwide
- Consultative status to United Nations
- UN Science & Technology Major Group Member
- Dr. R. Vachon elected Exec Board Member & Exec VP in Spring 2018 (2018-22 term)
AAES IntAC (International Activities) Committee

AAES IntAC Member Societies...

- ASME
- ASCE
- AIChE
- ANS
- ASEE
- NSPE
- SWE

...work together under an MOU to represent US engineering perspectives & interests at global (WFEO) level
United Nations STI Forum 2018

June 5-6 in NYC

STI Forum: Science, Technology & Innovation for the UN SDGs

Global Engineering: Essential to Achieving UN SDGs

WFEO represented @ STI Forum by:
• GONG Ke, President-elect (China)
• Reggie VACHON, Exec VP (USA)
• Bill KELLY (USA)
June 6 STI Side Event:
“Systems Analysis & Capacity Building for Transformative Change toward Achieving the SDGs and long-term sustainability”

Objective:
Review how systems analysis can support decision makers in holistic policy making, considering all aspects of sustainability: societies, economy and environment and how they are interrelated. Introduce "The World in 2050" (TWI 2050). Review progress and challenges in engineering capacity building.

Organizers & Presenters:
World Federation of Engineering Organizations (WFEO)
International Institute for Applied Systems Analysis (IIASA)
International Council for Science (ICSU)
American Association for the Advancement of Science (AAAS)
UN Children and Youth Major Group
2018 theme: “Transformation towards sustainable and resilient societies”

WFEO representatives at UN HLPF ‘18:
- GONG Ke, President-elect (China)
- Reggie VACHON, Exec VP (USA)
- Bill KELLY (USA)
UN High-Level Political Forum 2018

2018 theme: “Transformation towards sustainable and resilient societies”

"The 2030 Agenda is our roadmap and its goals and targets are tools to get there." - Secretary-General António Guterres
Next WFEO Meeting

October 2018 in London (UK) – Agenda Items

1. WFEO national members will take note of countries set to make VNRs [voluntary national reviews of progress] in 2019 and prepare to provide input based on STC activities with SDGs.

2. WFEO to consider producing possible “side events” on Education and Capacity Building (Goal 4), Climate Change (Goal 13), and Anti-Corruption (Goal 16) for next STI Forum & HLPF.

3. WFEO will consider possible joint side events with ISC, Children & Youth and UN major groups.

4. WFEO will consider preparing intervention statements for thematic reviews and for VNRs.

5. WFEO will provide an update on activities to support implementation of SDGs

6. WFEO will seek to coordinate sectoral paper with ISC.

7. WFEO will consider possible education event and side event next year on engineering education and capacity building.
Thank You

Questions?
Date Submitted: September 6, 2018
BOG Meeting Date: October 1-2, 2018

To: Board of Governors
From: Strategy Advisory Committee (SAC)
Presented by: Bill Wepfer, Chair, Strategy Advisory Committee
Agenda Title: ASME Vision and Mission Statements

Agenda Item Executive Summary:

President Jahanmir asked SAC to review the current ASME mission and vision statements. The intent of these changes/edits is to shorten them to facilitate their communication thereby making them easier to convey and easier to remember. The current mission and vision statements are as follows:

Mission
ASME’s mission is to serve diverse global communities by advancing, disseminating, and applying engineering knowledge for improving the quality of life; and communicating the excitement of engineering.

Vision
ASME aims to be the essential resource for mechanical engineers and other technical professionals throughout the world for solutions that benefit mankind.

SAC would like to make the following recommendation to the Board for discussion and approval.

Proposed motion for BOG Action:

To approve the change of the ASME Mission and Vision Statements to the following:

Mission
ASME’s mission is to promote and advance engineering knowledge to improve the quality of life.

Vision
ASME’s vision is to be the essential engineering resource for solutions to global grand challenges.

Attachments:
PowerPoint presentation
Strategic Advisory Committee: ASME’s Mission and Vision Statements

Bill Wepfer

October 2, 2018
What to expect from this presentation

• Brief Description – To provide an overview of the discussion within SAC on the ASME Mission and Vision statements.

• Desired Outcome – To solicit BOG’s view and approval related to the proposed ASME Mission and Vision statements.

• Questions – Please hold questions until after the presentation.

• Duration – Presentation: 10 minutes; 20 minutes for discussion and approval.
Mission

Current

ASME’s mission is to serve diverse global communities by advancing, disseminating, and applying engineering knowledge for improving the quality of life; and communicating the excitement of engineering.

Proposed

ASME’s mission is to promote and advance engineering knowledge to improve the quality of life.
Vision

Current
ASME aims to be the essential resource for mechanical engineers and other technical professionals throughout the world for solutions that benefit mankind.

Proposed
ASME’s vision is to be the essential engineering resource for solutions to global grand challenges.
Proposed Motion for BOG Action

To approve the change of the ASME Mission and Vision Statements to the following:

**Mission**
ASME’s mission is to promote and advance engineering knowledge to improve the quality of life.

**Vision**
ASME’s vision is to be the essential engineering resource for solutions to global grand challenges.
Questions?
The Presidential Task Force on Core Technologies was created to review the current strategy, status of work, and implementation plans for the ASME Core Technologies.

A brief update will be provided.

Proposed motion for BOG Action:
Information only

Attachments:
PowerPoint Presentation forthcoming.
CORE TECHNOLOGIES Task Force

BOG Update
October 2018

Mike Molnar        Joe Fowler        Karen Thole
Said Jahanmir      Charla Wise       Rich Laudenat
Tom Costabile      Jeff Patterson     John Delli Venneri
What to Expect from Presentation

• Brief Description - The Core Technologies Task Force was created to review the current strategy, status of work and implementation plans for the ASME Strategy for Core Technologies, then to develop recommendations for improving the strategy to accelerate growth in the core technologies, including but not limited to provisions for collaborations and M&A.

• Desired Outcome - Make the BOG aware of task force progress to date, get BOG concurrence (by show of hands) that the plan and status presented meets the Charge and scope of work needed.

• Questions – Please ask clarifying questions during the presentation.

• Duration – 10 mins + 20 min Q/A
Task Team Intro / Actions

Introduction

- ASME has defined Five Core Technologies that we believe will be increasingly important in the future. The Five Core Technologies are bioengineering, clean energy, manufacturing, pressure technology, and robotics.

- The task force is charged with reviewing the individual strategies on achieving the "go to" state and future plans to achieve this state. The focus is how do we advance this strategic plan and integrate it with all sectors of ASME.

Actions to date

- ASME staff asked for time to "synthesize" the extensive materials and research developed for the Strategic Plan, put all relevant materials on a Sharepoint site, then the core and extended team had a webinar/call in July to review.

- The core team members then studied these materials, and met in August and September to develop consensus on our assessment and thoughts on preliminary recommendations.

- The core and extended team met to review this work
Task Team Preliminary Assessment

- The ASME strategic plan is well planned and detailed. This task force is not looking to change the plan or the five priority areas.

- Staff had done extensive research into many of these and has produced very good “state of the industry” research on a number of them.

- Some ASME divisions cannot “find themselves in the Five Core Technologies”. This confusion is a barrier to buy-in and in gaining volunteer participation to advance.

- More definition is needed of what each “go to” state really means. With general (or aspirational) goals there is insufficient competitive analysis and business development plans to achieve that state.

- There are tremendous opportunities for synergy with other ASME units, especially technical divisions, in the five technologies.

- For each area there needs to be additional planning on how to best engage with external organizations (for partnerships, alliances, joint ventures, or M&A). As example should ASME partner or compete with SME in manufacturing and AWEA in wind energy?
Task Team Preliminary Recommendations

• Integrate Five Core Technologies into existing organizational structure
• Combine volunteers from Divisions and staff activities
• Leverage Division strength and expertise
• Move TAPs into the technical division structure or sunset
• Working together, better define each “go to” state and short/long term actions to achieve
• Develop competitive analysis and plan for each area – IE do we compete, collaborate, or explore M&A with major incumbents
• Develop a five year plan and budget for incorporating Five Core Technologies into the current structure
Upcoming Task Force Activities

• **Present Update to BOG (Oct)**

• Staff and Division leads collaborate to develop consensus definitions of “go to organization” state for each Core Technology

• Present definitions to BOG and incorporate feedback from BOG and staff

• Develop recommendations for plans to achieve each respective state

• **Present Update and Plan to BOG (April)**

• **Present Final Recommendations and Plan to BOG (June)**
Discussion

Is current work responsive to Charge?
Is the scope appropriate?
Input on the next steps?
Date Submitted: September 13, 2018
BOG Meeting Date: Tuesday October 2, 2018

To: Board of Governors
From: Nomination Process Task Force
Presented by: Howard Berkof
Agenda Title: Nomination Process Task Force

Agenda Item Executive Summary:

The Nomination Process Task Force has been charged to review the current process of the nomination of candidates for the Board of Governors and President.

Proposed motion for BOG Action:

None

Attachments:

PowerPoint Presentation
Nomination Process Task Force

Howard Berkof
What to Expect from Presentation

• **Brief Description** – To Enhance the nominating process to ensure a larger qualified pool of candidates for the BoG and President.

• **Desired Outcome** – Information only. In the future, we will ask the BoG to evaluate our findings and recommendations.

• **Questions** – Please feel free to ask questions during the presentation

• **Duration** – 10 minutes
Nomination Process Task Force

Chair: Howard Berkof
Members: Marc Goldsmith
         Twishansh Mehta
         Alma Martinez Fallon
         Laura Hitchcock
         Charla Wise (w/o vote)
         Thomas Costabile (w/o vote)
         Richard Laudenat (w/o vote)
         Said Jahanmir (w/o vote)
         John Delli Venneri (w/o vote)

Staff: RuthAnn Bigley (w/o vote)
Identified Items

• Uncertain path for Volunteers – Need to fix the Volunteer Pipeline
  • Identify volunteers ready to take on enhanced leadership positions.
  • Identify path for them to take on increasing roles and responsibilities.

• Educate Volunteers and Staff
  • How do we identify our future leaders?
  • What are the requirements to be an effective Board Member and President?

• Barriers to Serving on the Board and running for President
  • Time commitment: Has being on the board become another full time job?

• Evaluate the Board structure and process for selection
Date Submitted: September 10, 2018
BOG Meeting Date: October 2, 2018

To: Board of Governors
From: Andy Bicos, Chair, Membership Task Force
Presented by: Andy Bicos
Agenda Title: Membership Task Force Update

Agenda Item Executive Summary:

The Membership Task Force was created to develop a plan of action, with both staff and volunteer viewpoints, to revamp the value proposition for ASME membership – a New 21stCentury Membership Model – to address a declining and aging membership roll.

A brief update will be provided.

Proposed motion for BOG Action:

ACTION: Request BOG members to complete Membership Task Force online questionnaire, via the link provided, by October 19, 2018.

ACTION: Concurrence from BOG (by a show of hands) that current work is responsive to Charge and that the scope of the work is appropriate.

Attachments: PowerPoint Presentation
Membership Task Force Update
October 2018

Chair: Andy Bicos*

Members: Stuart Cameron*, Josh Heitsenrether*, Mahantesh Hiremath*, Julie Kulik*, Tom Costabile, Julia Goodrich, Said Jahanmir, Jeff Patterson, Khosro Shirvani, Charla Wise

*Core task force members
What to Expect from Presentation

• **Brief Description** - The Membership Task Force was created to develop a plan of action, with both staff and volunteer viewpoints, to revamp the value proposition for ASME membership – a New 21st Century Membership Model – to address a declining and aging membership roll.

• **Desired Outcome** - Make the BOG aware of task force progress to date, get BOG concurrence (by show of hands) that the plan and status presented meets the Charge and scope of work, and to request BOG members to complete Membership Task Force online questionnaire by October 19, 2018.

• **Questions** – Please ask questions during the presentation.

• **Duration** – 30 mins
Charge and Scope

- ASME is a membership organization and our membership has been shrinking AND aging.
- Much thought, research and study has taken place over more than a decade by ASME, now is time for action.
- What concrete actions are needed to not just recruit new members but to retain members?
- What is the value proposition for ASME membership – The New 21st Century Membership Model?
- Develop plan of action with both staff and volunteer viewpoints, and in coordination with other task forces and outside consultant.
- Present preliminary recommendations and plan at April 2019 BOG meeting followed by final recommendations and plan for implementation at June 2019 BOG meeting.
Task Force Recent Activities

- Deep Dive into Membership Data & KPIs
- Audit of available ASME research: 2017-2018 Member Segmentation Study, 2017 Lapsed Member Study
- Overview of staff-driven New Member Model Initiative and consultant engagement; agreement with approach; recurring updates and input
- Completion of Membership Task Force ideation questionnaire & generative discussion; input provided to consultant for inclusion in research & benchmarking
- Welcoming Julia Goodrich, new Director of Membership, to the Task Force
Top 5 Takeaways
A Data Driven Approach to Better Serving Members’ Needs

1. Perceived value of ASME membership is low and declining – especially within key student and early career segments. Satisfaction and Net Promoter Score lowest among ECEs.

2. Needs and relevance of membership offerings varies by age/career stage (Segmentation research) and requires a different way of servicing members – new offerings tailored to each segment.

3. The items people used to value with membership are now obtained elsewhere (e.g., networking via LinkedIn) or expected for free (e.g., content & resources).

4. Professional development, education, career development, and experience at local level/local activities emerge as the highest priority items to address.

5. ASME leadership desires to increase membership, but expanded targets and types of members beyond core ME’s needs to be identified – and how to best service each of these with a relevant offering needs to be further explored.
“New Membership Model” Staff Initiative

Objective: Build and test a new membership model for ASME, including...
- New membership model framework (e.g. tiered access, freemium model)
- New offerings & member benefits based on segment needs (evaluate portfolio)
- Updated value proposition and go-to-market strategy

Methodology: Engage a full-service external firm with specialized expertise in membership and associations for a 24-month engagement - from current situation assessment to new membership model pilot implementation and evaluation. Selected Vendor: McKinley Associates

Outcomes:
- Improve the relevance and perceived value of ASME membership; reinforce the ASME brand as the leading resource for future generations of members
- Key Metrics: Increased membership enrollment and retention (especially among students and early career professionals), increased member satisfaction and NPS
High-level Project Phases

**Phase 1:** Developing the Foundation for the New Model – Immersion, Discovery & Recommendations (see next slide)  
*July 2018 - April 2019*

Main Deliverables – Ph. 1: Situation Analysis Report with Full Research Findings and Short-list of Model Tests; Final Model Option for Pilot Test

**Phase 2:** Build Pilot Membership Model & Prepare for Launch – Business Plan, Marketing Plan, Testing  
*May - August 2019*

**Phase 3:** Execution of Soft & Hard Launches of Pilot Model – Performance Monitoring & Feedback  
*September 2019 - July 2020*

Builds toward a wider release of new membership model and ASME Membership Relaunch for the FY21 cycle
## Phase 1 Project Status (as of 9/13/18)

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Examples of Task Force Survey Responses

Expanding Composition / New Membership Types
- “High school students and STEM teachers”
- “Technicians & engineering technology with competency indication”
- “Associate Member, those who volunteer time, do not have to pay dues, limited access”
- “Competency-based membership with levels set by years of experience and achievements in the profession.”

Benefits/Products to Add
- “Access to read-only ASME Codes, Standards & Journals – all part of membership”
- “Competency indicator - have ASME accredited training”
- “Mentorship - provided by existing Fellows, especially for those in small, medium companies”

Organizations to Evaluate for Benchmarking
- IEEE
- IMechE
- Society of Manufacturing Engineers
- American Society of Civil Engineers
- HKIE
- SME
- SPE
Upcoming Task Force Activities

• Review of Preliminary Research Findings (Oct/Nov)
• **Present Update to BOG (Nov)**
• Review of Preliminary Situation Analysis Report (Jan)
• Review of Preliminary Membership Model Options & Scenario (Feb)
• Discussion of New Membership Targets (March)
• Results of Market Test of Model Pilot Soft Launch (April)
• **Present Preliminary Recommendations and Plan to BOG (April)**
• Phase II Overview & Continuity into FY20 (May/June)
• **Present Final Recommendations and Plan to BOG (June)**
Consensus from BOG (by a show of hands) that current work is responsive to Charge and that the scope of the work is appropriate.
**NEXT STEPS:** Request BOG members to complete Membership Task Force online questionnaire, via the link provided, by October 19, 2018.*

11 questions / takes ~15-20 minutes


*Link will be sent out following the meeting.*

*SMC, Committees and EMT will also be invited to complete the questionnaire.*
Description of Previous Membership Research

ASME Lapsed Member Survey of Students and Early Career Engineers (2017)
Brief survey of Undergraduate Students, Graduate Students and Early Career Engineers who lapsed their membership in the last three years. Goal of understanding the reasons for cancelling ASME membership, initial reasons for joining, best/worst experiences with ASME, and membership in other societies. Base of 1,204 respondents.

ASME Segmentation Study (2017-2018)
A comprehensive, multi-phase study of engineers who have engagement with ASME and for whom ASME has records in its database. Respondents included members, lapsed members, non-member transactional, and non-member non-transactional contacts. Primary goal was to identify key segments among current and prospective customers—and type the current database to the identified segments, allowing future customers to also be typed to a segment – and identify the needs, drivers and attitudes of each segment. Full data includes needs statements, role and relationship to ASME, and a detailed segmentation model. Conducted by YouGov. Base of 1,599 respondents.

Source: ASME Segmentation Study 2017-2018
ASME Board of Governors
Agenda Item
Cover Memo

Date Submitted: 9/4/2018
BOG Meeting Date: 10/1/2018

To: Board of Governors
From: Committee on Organization and Rules
Presented by: Fredrick Stong
Agenda Title: Committee on Organization and Rules Annual Report

Agenda Item Executive Summary:

The Committee on Organization and Rules Annual Report for the Fiscal Year 2018.

Proposed motion for BOG Action:

None.

Attachments:

Report.
The Committee on Organization and Rules (COR) provided support to the Board of Governors, the Committees reporting to the Board of Governors and the Sectors. For FY18, the committee held ten meetings via web conference.

COR reviewed proposed changes to 37 By-Laws and recommended changes that the Board of Governors adopted.

COR reviewed proposed changes to 14 Society Policies and recommended changes that the Board of Governors adopted.

The Committee reviewed 17 appointments or reappointments and made recommendations that the Board of Governors approved. COR continued to strictly enforce the examination process of appointments and re-appointments to make sure they were in compliance with Society Policies.

COR approved a new Operation Guide for the Sector Management Committee and approved changes to three Operation Guides. Moving forward, COR will no longer approve its own Operation Guide. The Audit Committee will assume responsibility for approving the COR Operation Guide.

The Committee selected Fred Stong as its chair for 2018-19. Julie Bachmann Kulik will be its vice chair for 2018-19.

As ASME continues to evolve, the importance of being agile to make necessary changes to its governance documents quickly and efficiently is important. COR is responsive to these needs and brings a corporate history and continuity to the process.
Date Submitted: September 7, 2018
BOG Meeting Date: October 1, 2018
To: Board of Governors
From: Committee on Honors
Presented by: Yildiz Y. Bayazitoglu
Agenda Title: Committee on Honors Annual Report

Agenda Item Executive Summary:

Committee on Honors Annual Report for Fiscal Year 2017

Proposed motion for BOG Action: None

Attachment: Report
Committee on Honors Annual Report to the Board of Governors
2017-2018

The Committee on Honors (COH) held two face-to-face meetings, and conducted several electronic discussions during the 2017-2018 year. Major activities were in the following areas:

a. Diversity.

COH continues to promote ASME’s goal of leadership and diversity within the COH Membership by striving to create a balance between academia and industry, and seeking more women to serve on the committee.

b. Rules of Award Review.

COH conducted its triennial review. Fifteen Rules of Award were reviewed to ensure the procedures outlined in the documents corresponded to those of the award committees. This ongoing activity helps to identify areas of concern that must be addressed, as well as to provide the Committee and Special Award Committees the opportunity to make suggestions relative to procedures while ensuring that the awards are still relevant.

c. Selection of Award Recipients.

During the year, the General Awards Committee and the Committee on Honors reviewed and acted favorably upon nominations for sixty-eight of the Society's seventy-four awards. There were thirteen international recipients. Twenty-three recipients were from Industry.

COH considered seven nominations for Honorary Membership. Four nominees for Honorary Membership were recommended to the Board of Governors for approval. The Committee also considered four nominations for the 2018 ASME Medal, and recommended one nominee for approval by the Board of Governors.

COH continues to uphold the integrity of the Honors Program by carefully evaluating all awardees to ensure that they meet the requirements of the award they receive and that the committee remains true to the purpose and intent of each and every award.

c. Membership Promotion.

To attract and retain ASME membership, COH continues to offer award recipients who are non-members, a free year of membership, and young engineers, three years of free membership. Fifteen honorees were invited to join ASME. To date four have joined.

d. Honors Program.

COH is committed to ensuring that the Honors & Awards Program continues to represent ASME’s high standard by honoring outstanding individuals.
Date Submitted: August 29, 2018
BOG Meeting Date: October 1-2, 2018

To: Board of Governors
From: Committee of Past Presidents
Presented by: Marc Goldsmith
Agenda Title: 2017-2018 Committee of Past Presidents Annual Report to the BOG

Agenda Item Executive Summary:

A report of the activities of the Committee of Past Presidents during 2017-2018 follows for information for the BOG as a Consent Item for Receipt.

Proposed motion for BOG Action:
Receipt

Attachments:
Report
Committee of Past Presidents
2017-2018 Annual Report

During the past year, individual members of the Committee of Past Presidents (CPP) continued to play a vital role as ASME volunteer leaders. Service included participating in ASME activities in the various sections, VOLT, Fellows, History and Heritage, the Nominating Committee, the ASME Foundation, the Ethics Committee, Task Forces at the Board request, Ceremonial duties in support of the ASME and BOG Standing Committees including: Pension Plan Trustees, Committee on Finance and Investment, Committee on Honors, and Committee on Organization and Rules.

The CPP held two meetings during fiscal year 2018, on November 6, 2017 in Tampa, FL. and June 4, 2018 in Vancouver, BC.

Congress

Closed Session
The following information was discussed:

The CPP discussed a number of issues related to the ED transition and the need to participate in more outside awards.

Diversity and Inclusion

Past Presidents were encouraged to mingle more during meeting meals in order to get to know some new ASME members and discuss engineering and the benefits of being an ASME member and how to help them get involved.

NIEE Update

NIEE (National Institute for Engineering Ethics) is located at Texas Tech University. Unfortunately, the champion at Texas Tech passed away several years ago and Texas Tech has decided not to appoint another professor to that position. ASME members have been very involved in NIEE (Andy Taylor, Nael Barakat, etc.) and are identifying other universities. Currently, according to ASME’s NIEE Representative Sara Wilson, the lead candidate is Purdue University, but the university has still not committed.

ECLIPSE Interns

There are currently 7 Eclipse Interns (one more than last year). However, there are many more qualified young engineers who could not be placed. We need to ensure that all units understand that these engineers who are our future need to be placed. VOLT and CPP can assist in that effort.

The Committee of Past President’s Operations Guide was approved.

The Committee hosted a private dinner for its members in Tampa Florida. Everyone enjoyed catching up with one another.
Annual Meeting

Closed Session
The following topics were discussed:

1. CPP discussed the work of this year’s Nominating Committee. Subsequent to the CPP meeting, a Presidential Task Force was appointed to review the officer nomination process.

2. The content of open vs. closed sessions of the BOG and the seating arrangements for BOG meetings were discussed.

3. ASME activities as part of the requirements for elevation to Fellow.

4. Need for CPP members to mentor ASME leaders and to reach out to more members at ASME events.

Open Session

ECLIPSE Interns
The 2017-18 class of ASME ECLIPSE Program interns presented its written report called “Early Career Programming at Existing Events.” The Committee thanked the interns for their presentation and urged them to continue to pursue its implementation. ASME Governor Stuart Cameron noted he is on the Membership Task Force and will share the report with the other members of the task force.

Ethics
It appears that NIEE will be moving to Purdue from Texas Tech.

Report on International Activities
Reginald Vachon made a presentation on his international activities, on behalf of ASME, at the ASME Board meeting on June 6, 2018.

Appointments for Fellows Review Committee
Marc Goldsmith has appointed the following Past Presidents as members of the Fellows Review Committee;

Appointments for the 2019 Nominating Committee Advisors
The 2018 Nominating Committee has appointed the following Past Presidents as advisors to the 2019 Nominating Committee;

Madiha Kotb, Bob Sims, and Keith Roe

ASME Activities - Elevation to Fellow

Proposed Motion - ASME activities should be a part of the requirements for the elevation to Fellow.

The CPP members continue to nominate members for Dedicated Service Awards and Fellow recognitions.

The CPP again hosted the Leadership Recognition Event to acknowledge service by outgoing officers. This year, the event took place at Museum of Vancouver.

CPP Officers

Madiha Kotb will be Chair and Bob Sims will be the Vice Chair of the CPP for 2018-2019.
Date Submitted: August 29, 2018
BOG Meeting Date: October 1 & 2, 2018

To: Board of Governors
From: The ASME Auxiliary
Presented by: Kay Simmons
Agenda Title: 2017-2018 ASME Auxiliary Annual Report to the BOG

Agenda Item Executive Summary:

A report of the activities of the ASME Auxiliary during 2017-2018 follows for information for the BOG as a Consent Item for Receipt.

Proposed motion for BOG Action:
Receipt

Attachments:
Report
During the past year, individual members of the Auxiliary continued to play a vital role as ASME volunteer leaders. Service includes volunteering with FIRST Robotics teams and competitions, Future City competitions, readers for several scholarships and administering the Auxiliary’s Scholarship and Loan Program.

The ASME Auxiliary held three meetings, the first on November 7, 2017 in Tampa, FL and then June 4 & 5, 2018 in Vancouver, BC.

**Congress**

**The Board Meeting**
The Treasurer’s Report showed a balance of $1,235,719.78 on July 1, 2016 and a balance of $1,195,132.93 on June 30, 2017. The Student Loan fund has a balance of $248,988.50 as of September 30, 2017 less $59,474.00 in outstanding loans. The Auxiliary received final payments for two (2) loans that have been paid in full. There are five (5) new loans as of September 30, 2017.

For the 2016/2017 academic year, the Auxiliary awarded eight (8) Undergraduate Scholarships, two (2) Rothermel Scholarship (Master’s degree), one (1) Parsons Scholarship (Doctoral), two (2) Rice Cullimore Scholarships (Foreign Graduate) and ten (10) Lucy and Charles W. E. Clarke Scholarships to graduating High School Seniors on a FIRST Robotics Team.

The following motion was approved; to estimate $117,000 for use of approximately 29 scholarships for the 2018 -2019 Fiscal Year.

The Canton-Alliance-Massillon (C-A-M), Ohio, Section held two meetings and raised $865.00 for the Educational Funds.

A 95th Anniversary Celebration Committee was formed to discuss events to promote their Anniversary at the IMECE in November 2018.
The Board and Annual Meeting

The Treasurer's Report showed a balance of $1,195,132.93 on July 1, 2017 and a balance of $1,217,883.02 on March 31, 2018. The Student Loan fund has a balance of $264,558.93 as of March 31, 2018 less $49,474.00 in outstanding loans. The Auxiliary received final payments for three (3) loans that have been paid in full. There are three (3) new loans as of March 31, 2018.

The Auxiliary awarded 29 Scholarship totaling $111,000.00 for the Fiscal Year 2018 – 2019.

The following officers were installed for the Fiscal Year 2018 – 2019:

- President (2 year term) Saraswati Sahay
- Executive Vice President Ella Baldwin-Viereck
- Recording Secretary Vatsala Menon
- Corresponding Secretary Ada Ezekoye
- Treasurer Stella Seiders
- Student Loan Fund Treasurer Ed Seiders