

Final
**Old Guard Committee
Congress Meeting
November 14 & 16, 2014**



Attendees:

Brian Dietz, Chair
Dennis Armstrong, Secretary
Pandeli Durbetaki, Treasurer
David Cook
Bob Luna
Jim Welty, Vice Chair (Mid-day 11/14)
Sam Zamrik (11/16)

Not present:

Bill Coleman, Emeritus
Duane Jordan, Emeritus
Madhu Rangi, Staff
Mairi Brown, Staff
Cheryl Hasan, Staff

OG-2014-97 Chair, Brian Dietz called the Old Guard Committee meeting to order at 10:36 AM (Montreal Time) November 14, 2014 Brian welcomed Robert Luna in attendance at his first OGC Meeting – Also, on Sunday 11/16 Brian welcomed new member Sam Zamrik.

OG-2014-98 Brian had circulated a candidate agenda along with the call letter for this meeting by email on 9/13/14. He announced a small revision in that the OGC was scheduled to meet with the Board on Early Career Development Sunday at 8AM, then reconvene at 10:30 if needed to finish committee business. Motion to adopt as modified approved by voice vote.

OG-2014-99 (*Committee Roster and Terms of Office*) Brian circulated an updated chart exhibiting the OGC Roster details and Terms of each committee member. He explained the three year term rotation in place.

OG-2014-100 (*Committee Activities at Congress*) Brian handed out a chart detailing various activities of interest to the OGC during this Congress meeting noting that the SECD was holding a closed session concurrent with this OGC meeting. Dennis circulated copies of the Oral Competition Tri-Fold to be used for the competition finals on November 15. The OGC provided an “Attaboy” recognition for Dennis for creating this document.

OG-2014-100 (*September 18 Telecom Minutes - Dennis Armstrong*) Dennis had previously distributed draft minutes from the September 18 Telecom on October 1, 2014. With no comments received, motion to approve passed by voice vote.

Action: OGA-2014-49 Dennis to post on the OG web page.

OG-2014-101 (*2013 to date Financial Report - Lee*) Lee circulated handout copies of financial data up through the end of April, 2014. He noted that his online data access to the Custodial Fund timed out at the end of the Fiscal Year, and he has not been successful at getting it restored. Same for the endowments held by the Foundation.

Action: OGA-2014-50 Lee to work with appropriate staff to restore access to needed financial data then circulate an updated FY Year End and YTD report to the committee. Due by December 1, 2014.

Lee then reported on Financial data for the two Endowments held by the Foundation as of July first. Brian circulated a handout sheet detailing costs for the various programs funded by endowments held by the Foundation. Discussion then followed on what financial details the OGC wants from both the Custodial Fund and the Foundation.

Action: OGA-2014-51 Lee to work up a document detailing working financial needs from both the Custodial Fund and the Foundation. Due by December 15, 2014.

OG-2014-102 (*Next FY Budget - Lee*) Lee circulated a candidate draft budget, but recognized that it was preliminary because up to date donations were not included. The document does, however, serve as a good working tool going forward.

Action: OGA-2014-52 Lee to update the budget after getting financial data access restored. Due by December 30, 2014.

OG-2014-103 (*Fall Solicitation - Brian*) Brian reported on recent communications and activities with the Foundation (Matt Schatzle and Dora Nagy) on ideas for the next solicitation letter. One detail being collection of testimonials and feedback from participants in the Oral Competition finals. Accordingly, Brian had created a "Participant Questionnaire" to be used after each oral final presentation.

Action: OGA-2014-53 Brian to compile "Participant Questionnaire" returns from the Oral Competition finals and circulate to the OGC for information. Due by December 15, 2014.

OG-2014-104 (*DCD Video Contest Status - Brian*) Brian reported very good progress with the new Board on Early Career Development U-Tube type Video Contest. Development and implementation were moving forward.

OG-2014-105 (*Unit Operations - Dennis*) Dennis cycled through several slide show presentations which had been presented at a Section Leaders training session held in

Houston during September, 2014. While underway, the OGC was visited by Karen Ohland who provided addition background on the emerging reorganization.

Dennis also displayed a live view of the Old Guard Group web page noting that not all committee members had "joined" the group page or posted their personal picture. Everyone was encouraged to do these steps. It was also noted that the "Leadership" sub-page needs update to current OGC membership.

Action: OGA-2014-54 Dennis & Madhu to update the "Leadership" posted on the OGC web page. Due by December 15, 2014.

OG-2014-106 (*Non-Advocate Task Force Report - Brian*) Brian advised that the Task Force had published a conclusion document circulated by Chair Amip Shaw on September 11th, and that review would occur in a closed SECD sector meeting held at this Congress. A final outcome is apparently on the SECD agenda for their closed meeting underway concurrent this morning, and may be released soon. Much discussion followed on what will be involved and who will do appropriate promotion to seek potential future host sponsors for an ECTC or ECF.

OG-2014-107 (*District F 2014 ECTC Final Report - Lee*) Lee circulated a final report on the District F ECTC held November 1 & 2 at the University of Alabama at Birmingham. When??

OG-2014-108 (*District F 2015 ECTC Future - Lee*) Lee briefed the OGC on a desire for the University of Alabama at Birmingham to host an ECTC in what had been District F. Discussion followed on whether this was / was not a repeat ECTC (repeat not needing OGC approval) followed. Motion that the 2015 UaB organization team submit an application as if this were a new event sponsored by some ASME entity as host sponsor - passed by voice vote.

Meeting recessed 11/14 at 4:30 PM

Meeting re-convened November 16, 2014 10:30 AM following attendance by several OGC members at the Board on Early Career Development morning meeting.

OG-2014-109 (*Non-Advocate Task Force Report - Brian*) Brian reported additional details on status of Task Force findings picked up from attendance at the Board on Early Career Development meeting 11/14. No official response has been received yet from the closed SECD meeting held on 11/13, it is presumed that this is forthcoming and that information will be published in their meeting minutes.

Discussion followed on when the ECTC and ECF web pages would be updated to remove the current "hold" on host grant application submittals. Brian agreed to nudge the system.

Action: OGA-2014-55 Brian to send a note to SECD leadership and staff requesting details on the SECD actions regarding future ECTC and ECF grants and that the "delay" be removed from the associated web pages. Due by December 1.

Action: OGA-2014-56 Bob to work up revised text for the ECTC web posting. Due early December for discussion on the December Telecom.

Action: OGA-2014-57 Bob to work up revised text for the ECF web posting. Due early December for discussion on the December Telecom.

OG-2014-111 (*OG Flagship Programs - David*) David provided his thoughts on assuring continuity of the OG Flagship Programs, emphasizing the need to develop an understanding on how they fit the new organization structure.

Action: OGA-2014-58 David and Jim agreed to work up a plan to address this. Due for discussion on a January Telecom.

OG-2014-112 (*Action Item Review - Dennis*) Dennis started review of currently open Action Items, but ran out of time with the Members and Students Luncheon coming up at noon.

Meeting adjourned at 11:42 AM to attend the Members and Students Luncheon

Submitted by: Dennis A. Armstrong Secretary, Old Guard Committee