

# ASME Design Engineering Division

## Executive Committee Meeting

### Minutes

**Tuesday Sep. 28<sup>th</sup>, 2:15 PM - 5:00 PM**

Hilton Salt Lake City Center, Granite Boardroom  
Salt lake City, Utah

**Present:** S. Azarm, L. Bergman, J. Davidson, N. El-Ghobashy, Liz Ely, K. Gupta, H. Hamidzadeh, L. Howell, K. Kazerounian, D. Lee, A. Parkinson, B. Ravani, S. Sinha, J. Vance, S. Velinsky

Prior to the call to order, Liz Eli from ASME meeting department gave a presentation to the executive committee. The presentation included an introduction to herself as well as the meeting department. She discussed the challenges and trends in hotel bookings for the conferences and mentioned that she will focus on making the meeting services more competitive in terms of services and fees.

1. Meeting was called to order by S. Sinha at 2:36 pm.
2. Minutes from the February 22, 2004 DETC meeting of the Executive Committee were unanimously approved.
3. Chair's Report S. Sinha (written and oral report):  
Highlights of the chair report are:
  - Finally the revenues from IDETC 02 and 03 are in place and the Division Custodial account balance is close to \$312K.
  - The Multibody Systems and Nonlinear Dynamics Committee (MSND) has been successful in securing around \$13K as gifts from private companies.
  - Two subcommittees on Micro-Nano Systems have been operating within TCVS and Mechanism and Robotics Committees for over a year now. And he proposed the formation of a new technical committee on Micro-Nano Systems when we meet next time in spring 2005.
  - The National Design Conference at the National Manufacturing Week Show (NMW) in 2004 did generate some revenue and we are expected to get a report soon.
  - We (DED) are in the process of becoming a co-sponsor of JCISE.
  - The MSND has put together a proposal for a new journal called the '*Journal of Computational and Nonlinear Dynamics*' and it is going through the approval process.
  - We are very thankful to Joe Davidson, who recently assumed the post of Honors and Awards Committee Chair.
  - I thank the outgoing Chair Bahram Ravani for an outstanding job in developing a strategic plan complete with new 'vision' and 'mission' statements.
  - Daniel Segalman (one of our past DED Chairs) has been selected as the VP of the Systems and Design Group.

K. Kazerounian expressed concerns on the adverse effects that premature separation of micro and nano mechanisms subcommittees might have on Mechanisms and Robotics committee.

On the co-sponsorship of JCISE, B. Ravani mentioned that the final decision depends on current negotiations and the nature of the agreement, and we are focused on finalizing it. D. Lee indicated This journal has its own structure there is a concern that we may want to change it.

S. Velinsky asked about the status of agreement with J. of Mechatronics. B Ravani responded that there are still issues that need to be focused on. S. Sinha suggested that these issues need to be taken to the publication committee.

All in attendance gave a round of applause to L. Bergman for his excellent editorial work.

**4. Vice Chair/Treasurer's Report K.Gupta (written and oral report)**

K. Gupta went through his written report to the committee. As the Treasurer, he mentioned that the investment yields have been very good (%14.65). There are still unresolved issues with respect to the Xerox check. It is expected that if Xerox check is cashed, ASME should pay for it. B. Ravani suggested that as a matter of policy, DED custodial accounts should pay it to DTM and then DED should work it out with ASME. J. Vance noted that we approved last time that DED pays \$3,000 and ASME another \$3,000. Therefore DED should pay the \$3,000 immediately. S. Velinsky noted that the distribution formula that the DED's income was calculated has been corrected and the DED will receive more income as a result. K. Gupta is to follow up.

K. Gupta also reported on the Technical Committees activities as well as IMECE. Details as well as the statistics on IMECE 2004 are included in the written report.

**5. Past Chair's Report B. Ravani (written and oral report)**

Ravani discussed the focus of the committee's effort over the past two years which has been on developing and updating a new strategic plan for the division that would enable us to overcome the challenges and enhance our activities. This strategic plan is posted in our web site and summarized in the chart given of "Product and Services" that was printed in the last year's newsletter. Ravani also solicited nominations for the new member of the executive committee.

**6. Liaison Reports**

**(a) Systems and Design Group S. Velinsky (oral report)**

Velinsky expressed concerns that the ASME's reorganization does not address the problems that led to reorganization. He encouraged the executive committee to talk to Dynamics Systems division to see if DED plus DSC together can constitute an "Institute" within ASME, because under the new organization, institutes benefit more than divisions and they have autonomy. S. Sinha, as an action item will follow up to investigate the merits of this suggestion.

**(b) Headquarters Report N. El-Ghobashy (written and oral report)**

N. El-Ghobashy discussed her detail report on DED and the demographics of its membership. She also mentioned that the requirement for what establishes an “institute” within ASME are not clear yet, but the key is autonomy and financial responsibility.

**7. Executive Committee Reports**

**(a) New Technical Conferences S. Azarm**

- 2004 IDETC: Alan Parkinson / Larry Howell (Written and oral report)  
A. Parkinson reported that 2004 conference have been very successful Total revenue was 231,850, total expenses \$197,795 with a surplus of 34,055. There were 505 papers in the conference. Details are in the report. He mentioned difficulties with the publications web tool such as in the middle of December they still did not have a working version of the Tool Box ready.
- 2005 IDETC: Hamid Hamidzadeh / David Lee (Written and oral report)  
D. Lee and H. Hamidzadeh reported that plans for DETC/CIE 2005 is moving along fine. Conference will be in Hyatt Regency, Long Beach. Lee gave a presentation of the hotel facilities and location.
- 2006 IDETC: Vijay Kumar (written report only)
- 2007 IDETC: H. S. Tzou (no reports)
- 2008 IDETC: J. Rastegar and Souran Manoochehri (written report only)
- 2009 IDETC: No decisions made yet
- 2010 IDETC: No proposals received.

**8. Journal Relations Committee S. Azarm**

- Editorship of ASME Journal of Vibration and Acoustics  
S. Sinha mentioned that according to policy, three nominations are solicited from the outgoing editor in consultation with the technical committee members. Plus we have received 3 nominations from TCVS and two others from MSND. L. Bergman discussed his three nominations. The committee discussed the nominations and decided to vote before the general committee meeting was called to order. The results of this vote was unanimous and Kon-Well Wang was elected as the next technical editor to follow L. Bergman.  
L. Bergman also noted that these are difficult times for the journal because production support is getting worse. B. Ravani is going to discuss these difficulties with publication committee.
- JCISE: Journal of Computing & Information Science in Engineering  
B. Ravani mentioned that JCISE has requested to be sponsored by the design division. And that the journal's editor (J. Shah) has agreed to comply with DED requirements and accordingly revise procedures. However the compliance has not happened yet. B. Ravani is to discuss this further with J. Shah and report to the executive committee.
- Proposal for 'Journal of Computational and Nonlinear Dynamics  
S. Sinha passed to the committee members, the proposal for the new journal JCND, which is developed by MSND tech. Committee and is in the approval process.

9. Constitution and Bylaws J. Vance (written report)

J. Vance discussed the new changes to the bylaws (as attached in the report). The changes were unanimously approved. J. Vance also mentioned that the executive committee chair needs to appoint a new constitution and bylaws chair person.

10. Old Business

K Gupta noted that executive committee chair needs to appoint a new news letter editor.

11. New Business

Possible formation of a new committee on Micro-Nano mechanical systems.

S. Sinha asked for a study to be conducted by the MR technical committee on the effects of forming this new committee on the existing committees.

Action items for S. Sinha: 1- Contact Dynamic Systems and Control to explore possible formation of an institute, 2- to solicit nominations for membership on the Operating Board and Nomination Committee (per D. Lee's request).

12. Adjourn

Respectfully

Kazem Kazerounian  
Secretary of the Executive Committee