

## MINUTES OF DED EXECUTIVE COMMITTEE MEETING

Tuesday 9/12/00

8:30 a.m. Douglas Room, Omni Inner Harbor Hotel, Baltimore

Present:

Bala Balachandran, Tom Chase, Cynthia Clark, Phil Doepker, Art Erdman, Fred Goldfarb, Crispin Hales, Richard Hirsch, Kazem Kazerounian, Lucy King, Lauren Postyn, Bahram Ravani, Jim Reffelt, Daniel Segalman, Ahmed Shabana, Subhash Sinha, Lung-Wen Tsai, Steve Velinsky, Ken Waldron, and John Wesner,

Chair Ken Waldron called the meeting to order.

Approval of minutes (after correction of typographical errors).

### **Chair's Report:**

Annual Division Plan:

Council on Engineering wants documentation. Crispin put it together. If done properly, it could be very helpful to us. Will need a longer time line in the future. It was suggested that this should be put on the web site.

Systems and Design group has appointed Bharat Bhushan to do a long range planning for the group and he wants information. It was decided we should send him this information and tell him this is all we have. There were no objections.

Everyone was notified that Abe Soni (University of Cincinnati) passed away. Flexible Automation Committee and the Flexible Automation Conference were basically Abe Soni. Steve Derby stepped in for this conference and put together the sessions on Flexible Automation. Steve held a committee meeting yesterday and has recommended that this activity should be written off. There was a motion and it was approved by the Committee.

### **Treasurer's Report:**

Main Story - Combined Custodial Funds: \$262,000 + ?

NDC and Las Vegas DETC proceeds are in correct form in the year-end ledger. None of the IMECE money has been seen this year. Fred will check into this.

Transfers were made to committee subaccounts, including creating new subaccounts for Mechanisms, Design for Manufacturability, Design Theory and Methodology, RSAFP, and Education. Amounts transferred into these accounts were a combination of those from DETC and NDC.

Attachment B shows each committee account. Since it is new money, it should not be a problem to convert into a maintenance account-- Ken was asked to look into it.

\$1,000 showed up in account number 404140101 (Mechanism Student Competition). It was put into a temporary account.

Everyone who attended committee meetings was encouraged to inform their committees that they had accounts, that the money had been transferred, and to tell them what they have and what it is for. Treasury report was approved.

### **Immediate Past Chair's Report:**

Crispin said there was no formal report.

Issues - Web Site and finances looked very good.

### **Technical Committees:**

Fastening and Joining - Floundering  
Power Transmissions and Gearing (getting a new chair)  
Education Committee (very complicated due to two large awards)

Newsletter (failing). Krishna Gupta is the incoming editor, 7/00- . There was much conversation about the lack or slowness of the Summer, 2000 issue of the Newsletter. A formal motion was made to have the Newsletter prepared as soon as possible for Fall, 2000 distribution. It was approved.

Awards:.

Accounting system needs improving. An accountant has been hired and re-structuring is in progress.

Notice for new members for the Executive Committee has been sent out. The election will be at the end of November.

Minutes of meetings should be put on Web site ASAP.

The Division letterhead has been updated.

Two badges for the Design Engineering Division have been ordered for S. C. Sinha and whoever is elected.

### **Fred's Report:**

ASME - Nano Technology Management workshop will be held in Washington in December. Focus: Top researchers in various fields to describe the state-of-the-art and what ASME's role should be in that meeting. People from the White House are scheduled to attend. Jim Reffelt was hired as general director for E Commerce activity.

**Systems and Design Group** had very little to report.

Motion was made to direct Tom Chase to put the Constitution and By-laws on the web with the notation that they have been approved by the Division and are under review by the COE. The motion was approved.

## **Technical Conferences:**

There was a lot of discussion about locations for the conferences.

2000 - Going very well. Registration looks great. Thanks went out to Lung-Wen Tsai and his team for a job well done. Everything is going according to the schedule.

2001 - Pittsburgh - A call for papers is ready and needs to be published in *Mechanical Engineering* as soon as possible, but no later than Sept. 24.

2002 - Montreal, Canada, at the Centre Sheraton (downtown), \$160.00 per night -- tax will be returned for Non-Canadian residents.

2003 - Chicago - Marriott, downtown. \$175 per night. Dates were changed and will start on Tuesday, Sept. 2 with limited activities. Sessions will be Wed. - Fri., with the Executive Committee meeting on Friday. It was suggested to avoid the Sept. holiday schedules for the even years.

2004 - Salt Lake City, Utah was proposed as a venue. Site will be decided in March 2001.

## **Technical Committee Operations:**

A suggestion was made for one book instead of several (proceedings). A guide was given to Technical Committees who want to participate. It listed specific deadlines, with more details to come. Copies will be given to all Committee Chairs. A motion to show appreciation to Mary Strappin for all her hard work was approved.

There were concerns to provide information to the task force that is looking into the future. Ask Bahram, as the incoming IMECE Rep., to coordinate information collection and to give it to the task force (Jack White, Chair).

RSAFP: Their report was sent to Subhash Sinha. There are very few members and they need to recruit new members. Focusing on web pages and short courses.

Fracture Award: It was agreed that it should be designated as a society award involving several divisions. It was also agreed by everyone that the Design Division be responsible for running this award. They would like to broaden the topic. The benefactor has agreed to this.

Journals: Lung-Wen Tsai stated that the Journal of Mechanical Design is in very good condition. There have been 149 papers received, after 8 months, and will probably exceed 200 for the year. The papers have steadily increased over the past few years. 1998: 190; 1999: 197; 2000: expecting 200.

George M. Fadel and John Renaud, both of Design Automation, were appointed Associate Editors for 7-year terms.

## Mechanisms and Robotics:

There are some papers, since 1998, that are still outstanding. The associate editor needs to do something about it.

Alan Parkinson is our representative for the new journal we are affiliated with.

## **National Manufacturing Week:** (Richard Hirsch)

Major changes have taken place during the summer with the agreement between ASME and Reed Exhibition Companies. 2001 Conference will be quite different than in the past. Reed wants better attendance and smaller sessions. Conference will have 32 sessions instead of 120 occurring on two days (Mon. & Tues) with four tracks each. Each track will have four sessions each day. We are providing two tracks (16 of the 32 sessions). One track will be the DFM track. The second track involves several of our committees and other ASME divisions but is limited to 8 sessions. (2 from Design Education, 2 from Vibration Com., 2 from Management Division, 1 from Technology and Society Div., and 1 from Manufacturing and Engineering Div.)

Income to the Council on Engineering and to the divisions and the committees should be four times as much than in the past. Instead of the \$25,000 flat fee, they are paying \$100,000 flat fee, plus a share of the conference revenue itself which could go up as much as another \$100,000.

Report of the subcommittee on Honors and Awards (Bahram, Tom and Dan):

Outstanding Design Educator Award statement is at \$15,000 with a goal of \$30,000.  
1<sup>st</sup> recommendation: Acknowledge that there are three categories of awards:

1. Design Division (Division awards that can be given to any person associated with any committee, which include the Triodine, Machine Design, Abbott Award, De Vinci Award, and the Design Educator Award).
2. Design Committees (formally design awards but closely associated with specific committees, which include the den Hartog Award, Myklestad Award and the Freudenstein Award).
3. Committee Awards.

2<sup>nd</sup> Recommendation: At least 50% go evenly into each of the Design Division awards. The rest of the money go to those associated to Committees as matching funds.

3<sup>rd</sup> recommendation: No more division awards accepted unless they are accompanied by a persuasive plan for endowing them.

4<sup>th</sup> recommendation: Give much higher priority to endowing awards than we have in the past.

Motion was made that the second and third year people on the executive committee, alternatively designated as the IMECE and DETC reps., serve as representatives of the design executive to the Honors and Awards committee (Abbott award committee) and the third member is the chair of the Honors and Awards committee. Motion was approved.

Motion was made to accept the report of the subcommittee. Accepted.  
(Farrokh Mistree will send a written report)

Student Affairs Committee: Pierre LaRochelle asked to step down as chair but will continue as one of the two representatives for Student Design Contest committee. Nominations for chair were asked for.

New Business: 'Design Certification' - Should ASME get involved in it? Item for next meeting.

Submitted by

Subhash Sinha  
Secretary

[with minor editing/proofreading by Krishna Gupta]