

ASME Design Engineering Division Executive Committee Meeting Minutes of the meeting on Sunday, August 15th, 2009, 1:00-3:30 pm

Present: Sunil Agrawal, Wei Chen, Buddy Clark, Erin Dolan, Georges Fadel, John Falcioni, Hamid Hamidzadeh, Nader Jalili, Venkat Krovi, Vijay Kumar, Pierre Larochelle, David Lee, Colin Mcateer, Ahmed Shabana, Michael Staniscic, Richard Ulvila.

- 1 **Call to order.** Hamid Hamidzadeh called the meeting to order at 1:05 pm.
- 2 **Approval of minutes.** The minutes of the Executive Committee Teleconference held on Feb 27, 2010 were approved with minor modifications.
- 3 **Chair's report**
H. Hamidzadeh presented the Executive Committee Chair's report (oral and written). The Division is in great shape, both operationally and financially, DED was one of the ASME divisions that received an A grade in the 2009-2010 performance evaluation by the Technical Community Operating Board (TCOB). H. Hamidzadeh summarized the important changes to the Executive Committee and reviewed the status of the DED finances, technical committees, and journals, as well as standing and special committees. The following are a few highlights. Details can be found in the Chair's report.

DED Executive Committee

- One new member was elected this year; Sunil Agrawal (Secretary).
- Kazem Kazerounian ended his tenure as a DED Executive Committee member. Ahmed Shabana will replace Kazem as the Past Chair.
- William Clark will be the Vice Chair/Treasurer. Vijay Kumar will continue to serve as the IDETC Executive for another year. Wei Chen will serve as the Technical Committee Executive and IMECE Executive for two years. Kurt Anderson will continue to serve as the Publication Committee Chair and Georges Fadel continue with his responsibility as the Chair of the Honors and Award Committee. The newly elected member Sunil Agrawal will serve as the Secretary for one year.

Finances The DED finances are in good shape, with over \$1 million in all of its accounts. Award matching funds approved by DED have been allocated to the committee accounts.

IDETC Activities The IDETC activities have expanded and IDETC has become an international meeting to show case Design Engineering. Revised Policy P-12.1 took into effect on April 15, 2010 that will ensure fair, uniform, and best practices for conference planning. According to a new ASME policy (FAIR), all conferences will have to pay for K& C staff time.

The committee discussed the issue of future IDETC and how to further raise its importance in the field. There was a discussion of quality and quantity of papers accepted in this conference. While the quantity of papers is a metric of success of a conference, tighter acceptance ratio can increase the importance of papers presented at the meeting. This was considered important given the view that more days and parallel sessions are needed to accommodate all papers in the conference. The executive committee felt that this should be discussed with the technical committees in a separate meeting as well.

Technical Committees DED now has 13 active technical committees which form its pillars.

Journals The Division continues to support six journals. Ahmed Shabana will take over as the *new* editor of JCND and Bahram Ravani of JCISE.

Standing and Special Committees

- Committee on Broadening Participation of Women and Minorities: DED partially supported a workshop for women and minorities at the IDETC10, led by Judy Vance and Janis Terpenny. The event was a big success.
- Newsletter: The cost of producing the newsletter last year was \$10,981.34. Only electronic copies of the newsletter will be provided this year.

4. **Vice Chair/Treasurer's Report.** W. Clark presented the Vice Chair/Treasurer's Report (oral and written).

- The DED finances are in good shape. The 2009 IDETC/CIE conference in San Diego was very successful with a profit of \$107,948.61. The DED custodial account received \$46,102.90, and the DED Technical Committees received \$61,845.71 based on the number of papers.
- The report highlighted that the Feb DED accounts showed a deposit of \$46,102.9 while the computed numbers were at \$62,989.98.

5. **Immediate Past Chair's Report.** A. Shabana presented the Immediate Past Chair's Report (oral and written). He reviewed the DED activities in the past year and how the Design Division has continued to strengthen in the last few years. The IDETC 2009 conference had a record attendance of 1315 including 476 students. DED continued to have active participation in 2009 IMECE in Lake Buena Vista, Florida.

DED has currently 13 technical committees and a proposal was made to combine these into 4 clusters in order for an effective management and communication. DED continues to support four ASME Journals. A new turnover policy for editor-in-chief was recently approved. The Awards and Honors Committee prepared guidelines and recommendations for award honorariums. Please see details in the report.

Dr. Shabana sincerely thanked all the members of DED, committee leaders and journal editors for their contributions and active participation.

6. Liaison's Report

- **Systems and Design Group.** D. Lee presented an oral report. He introduced the structure of SDG. SDG will rotate its Operating Board meeting at different conferences.
- **Headquarters.** R. Ulvila presented the DED ASME Headquarters Report. He also introduced J. Falcioni who is the editor of Mechanical Engineering. Mr. Falcioni suggested a bigger involvement of DED in Mechanical Engineering through special advertisement sections.

7a. Executive Committee Reports: (a) Technical Conferences

Status of IDETC conferences: V. Kumar presented the status of IDETC conferences (written and oral reports). All conferences appear to be on track with their planning of the required processes.

- *2010 IDETC/CIE:* Oral and written report by P. Larochelle and A. Murray. The conference is scheduled for August 15-18, 2010, in Montreal, Quebec (Canada). The conference will feature free wireless internet access and free breakfast for all the attendees. The conference has 740 papers, 9 sub-conferences and 18 parallel tracks.
- *2011 IDETC/CIE:* Oral and written report by N. Jalili. The conference venue will be at the Hyatt Regency Washington on Capitol Hill, August 28-31, 2011, featuring \$169/night rate including internet access. The hotel contract has been signed. The conference organization will have one General Chair, two Program Co-Chairs, and several Past Chairs serving on the advisory committee.
- *2012 IDETC/CIE:* Oral and written report by J. Schmiedeler and M. Stanisic. M. Stanisic highlighted the conference in Chicago and the committed support from the University of Notre Dame. The conference hotel is under negotiation. This is the first conference that will try out a 5-day model for the meeting. A model breakdown of the conference and sessions was presented (see the report).
- *2013 IDETC/CIE:* Oral and written report by H. Dankowicz. A formal proposal was approved by the DED. Currently, candidate cities are Seattle, Denver, Kansas City, Memphis, and Anaheim. ASME staff is currently evaluating costs and feasibility of hotels from these cities.
- *2014 IDETC/CIE:* Oral and written proposal by V. Krovi. A proposal was made by V. Krovi and T. Sugar to host the conference at Niagra Falls. Buffalo is a historic city and is well connected by airlines.

Future conferences: The IDETC is becoming too big in terms of number of tracks. It has grown bigger than IMECE. There are too many sessions and conferences in parallel. This detracts from the quality of the conference and makes it impractical to find venues. Different options were explored in the discussion. One suggestion was to split the conference into two based on the proposed grouping of technical committees. Another suggestion was to make it a longer (4 day) conference, with two different starting and ending dates and some overlapping of conference time in between.

7b. Executive Committee Reports: b) Technical Committee Operations and IMECE

W. Chen presented written and oral reports.

Technical Committees

- Requests of changing the committee leadership this year have been approved in Feb 2010 for Design Automation Committee, Design for Manufacturing and the Life Cycle Committee, Vibration and Sound
- *Motion:* Requests of changing the committee leadership for Design Education Committee (new chair: J. Mountain), Fastening and Joining (T. Breitzman), Mechanism and Robotics (J. Ge), Mechatronic and Embedded Systems (P. Zingaretti), Micro and Nano Systems (G. Wiens) were approved unanimously.

- Award matching amounts were approved by the DED (see final report)

IMECE:

The 2010 IMECE will be held in Vancouver, British Columbia between Nov 12-18. The information of different track organizers and the details are available in the report.

8. Journal Relations and Publications

K. Anderson provided written report.

His report outlines the guidelines for turnover of the DED journal editor-in-chiefs. As per these guidelines, there are new EICs for JCND, JISCE, and JVA. The term for A. Erdman expires in 2010 and nomination for a new editor has not been made yet.

9. Honors and Awards

G. Fadel presented written and oral reports.

- This year, the committees that judged the awards and the new ones as of June 1 are:

Machine Design Award: Panos Papalambros, Crispin Hales, Art Erdman, Jeffrey Ge, Gordon Kirk and Georges Fadel

As of June 1, 2010, the members of the committee (who also serve as general DED H&A committee) are: Panos Papalambros, Alex Slocum, Bahram Ravani, J. Michael McCarthy, Georges Fadel and Gordon Kirk

Ruth & Joel Spira Outstanding Educator Award: Mike Keefe, Art Erdman, Gul Kremer, Judy Vance, Alexander Slocum, and Georges Fadel

The new committee as of June 1, 2010 is: Mike Keefe, Ken Wallace, Gary Kinzel, Gul Kremer, Judy Vance, and Georges Fadel

Leonardo DaVinci Award: Steven Velinsky, Crispin Hales, Art Erdman, Jeffrey Ge, Gordon Kirk and Georges Fadel

As of June 1, 2010, the members of the committee are: Steven Velinsky, Joe Beaman, Farrokh Mistree, Itzhak Green, Gordon Kirk, and Georges Fadel

Barnett-Uzgiris Product Safety Award: No nominations this year.

As of June 1, 2010, the committee members are: Dan Segalman, Crispin Hales, Joe Davidson, Jeffrey Ge, Gordon Kirk and Georges Fadel, Robert E. Abbott Award Buddy Clark, Kyrt Anderson, and Georges Fadel (appointed as needed by DED chair)

10. New Business.

a. Establishing the DED technical groups (clusters): A. Shabana provided an overview of his proposal, "Establishing the DED Technical Groups" (see proposal in report). Based on the feedback received in the discussion, he will revise the proposal and send it to the Executive Committee. After the approval from the Executive Committee, the proposal will be sent to the technical committees for feedback.

b. Funding request from K-12 Awareness of Design Engineering: Kathy Jacobson, Chair of the Committee for K-12 Awareness of Design Engineering, made an oral presentation and requested \$1,000 funding support from DED to create a Mechanical Engineering GS Badge for fourth- and fifth-grade girls. This activity is new for girls at such a young age. Her committee will publish reports/news of this event to publicize this activity. The request was approved unanimously.

11. The meeting was adjourned at 5:25 pm.

Respectfully submitted, Sunil Agrawal

Secretary of the Executive Committee, Design Engineering Division