

American Society of Mechanical Engineers Safety Engineering and Risk Analysis Division

Executive Committee Meeting Thursday, October 25, 2007

Executive Committee 2007 – 2008

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1. Attendees:

➤ Executive Committee: Peter Prassinos, Enrique Susemihl, Chinh Bui, Curtis Smith

2. **Call to Order:** The meeting was called to order at 11:45 am EST.

3. Action Items List:

- Pete to obtain biographies for the SERAD panel session members.
- Pete to forward the six-sigma email from ASME to EC.

4. **Treasurer's report:** Chinh sent out the spreadsheet, there was no change from September. The balance is still \$15,810.25. ASME should be sending updated information to Chinh.

5. **Meeting Minutes:** The meeting minutes from the August 29th, 2007, were approved.

6. **IMECE 2007:** The EC will meet Monday at 3:00 pm (PST) for a meeting while at IMECE.

The open action items related to balancing the papers between the sessions is complete. It was noted that some papers appeared to not have been reviewed (according to the website) but these papers were actually reviewed by Pete and John Liver at NASA. The reviewers could not enter the website after the deadline to add comments.

- 7. IMECE 2007 Best Paper:** SERAD can pay the registration for the author with the “best paper” in the SERAD sessions. Each session chair is to nominate a paper by November 2nd. The EC will vote, by November 7th, on the best paper. Session chairs, co-chair, and EC members are not eligible for this award.
- 8. IMECE SERAD Panel Session:** Currently three panel members will participate, representing the GoldSim, SAPHIRE, and QRAS tools. The panel session is 90 minutes total, so we can allocate 10 minutes to each panelist, with 60 minutes of discussion. Pete will obtain biographies for each panelist.
- 9. IMECE SERAD Dinner:** The biography for the dinner speaker (Mr. Emmett Peter) is into Jacinta. Guests can pay once they are at the conference. May only need 25-30 dinners (instead of the original 50). Currently about 20 people are signed up for the dinner.
- 10. IMECE Monday Schedule:** The schedule on Monday, November 12th, 2007 looks like:
 - 3 pm** EC Meeting
 - 7-8 pm** SERAD Reception
 - 8-8:45 pm** SERAD Dinner
 - 8:45-9 pm** Student Awards
 - 9 pm** Mr. Emmett Peter

It was noted that the Honors assembly runs from 5:30 to 7:45, so SERAD members could attend this function until 7 pm.

- 11. Newsletter:** Ward has published the 1st issue! There was an email sent to members asking about the desire to review papers for the newsletter as they come in. Ward will watch over the newsletter for awhile. Pete is thinking about a risk management topic. Curtis has also volunteered to write an article for the next issue. A question came up regarding crediting authors, specifically for “newsy” types of articles/info. Thought to credit authors of articles, but not for news clips.
- 12. NASA Student Sponsor:** Now that Pete is part of NASA, he will check into the training organization to see if they can sponsor the student design contest.
- 13. Virginia Tech Contribution:** It may be too late to do this contribution. No decision was made to make a contribution.
- 14. Meeting Adjournment:** The meeting adjourned at 12:45 pm (EST).
- 15. Next Meeting:** The next meeting is set for November 12th, 2007, 3 pm at IMECE.