

American Society of Mechanical Engineers Safety Engineering and Risk Analysis Division

Executive Committee Meeting Thursday, September 13, 2007

Executive Committee 2007 - 2008

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1. Attendees:

- Executive Committee: Peter Prassinos, John Etherton, Enrique Susemihl, Chinh Bui, Curtis Smith

ASME POC: Vince Dilworth

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

3. Action Items List:

- Curtis to update John Etherton contact information.
- Vince to check on cutoff date for program publication changes.
- Pete will check with Ward to make sure all paper authors have paid registrations.
- Pete to check with the LTC organizers to find out more about the “lessons learned” session.
- Curtis to update the website action items list (Items #27 and #28 are closed).

- Item #30, “Modify technical committee responsibility of by law to call out role and responsibility of conference chair and technical chair” is still open.
 - Pete needs to find out if the Division accepted the revised bylaws.
- 4. Treasurer’s report:** Chinh received from Enrique. There were no new updates to that report.
 - 5. LTC (Leadership Technology Conference):** ASME is looking for people to contribute “lessons learned” for an LTC session. ASME is going to pay for John to attend this conference, while SERAD will pay for Curtis. This conference is in Atlanta March 6th through 9th, 2008. <http://calendar.asme.org/EventDetail.cfm?EventID=6444> They are looking for successful programs, ideas of what works, etc. This is open for all divisions.
 - 6. IMECE 2007 Sessions:** The modifications to the session times were already updated on the IMECE website. Some sessions ended up with less than four papers, should try to fill these sessions if possible. John had one session with five papers, may be able to move one. Each session should have a session chair identified. There was an issue with Session 15-4-2, it has not been assigned to a room. Ward will help to move papers if possible. The panel session will have 3 and possibly 4 people representing: GoldSIM, SAPHIRE, Item Software, and (maybe) Crystal Ball. The university person identified for the panel can not make the conference.
 - 7. IMECE Student Fees:** It had been agreed to pay student registration fees. \$3300 was already approved and transferred to ASME for this expense. It may take a couple of months for this cost to show up on our financial page.
 - 8. IMECE Dinner:** Chicken will be the main course. The dinner speaker (Mr. Emmett Peter) was confirmed by Pete. There is some conflict with the “Honors” Dinner.
 - 9. Publication of Meeting Minutes:** It was noted that the meeting minutes are to be approved then placed on the SERAD website. They are to be sent to Jacinta Cates (McComieJ@asme.org).
 - 10. Revised Bylaws:** Pete had sent the revised bylaws to Ward, who sent to the Division. Pete needs to find out if they accepted the revisions.
 - 11. IMECE 2008 Co-chair:** Discussions were held about identifying a IMECE 2008 co-chair. This is item #29 on the action item list, which is labeled as closed.
 - 12. Meeting Adjournment:** The meeting adjourned at 1:15 pm.
 - 13. Next Meeting:** The next meeting is set for October 25th, 2007 11:45 am. Pete will set up the invitation.