

American Society of Mechanical Engineers Safety Engineering and Risk Analysis Division

Executive Committee Meeting October 1, 2009

Executive Committee 2009 – 2010

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Attendees:

- Executive Committee: Enrique Susemihl, Chinh Bui, Curtis Smith, John Lyver, Jim Harris
- Other: Tom Wendt (ASME – Wisconsin)

1. **Call to Order:** The meeting was called to order at 11:45am (EDST). Meeting was via conference call.
2. **Meeting Minutes:** The meeting minutes from August 20, 2009 were approved as written.
3. **Review of Action Items Spreadsheet:**
 - No new information.
4. **Treasurer's report:**

- J. Lyver was unable to access account. T. Wendt states that student account reads 0 balance. ASME may have reconciled this balance at end of fiscal year. Balance was believed to be negative previously.
- C. Bui suggested having only one account rather than a separate student account. T. Wendt can help take care of this. MOTION: When one account is established, track contributions toward the student award via meeting minutes. MOTION PASSED.

5. Access to SERAD accounts: This agenda item was addressed under agenda item #4.

6. IMECE 2009:

- C. Bui will check schedule to verify it is correct.
- SERAD dinner has been arranged and C. Smith is drafting letter to former chairs. We need to have the photographer there earlier than last year.
- Reimbursement of SERAD dinner speaker: After discussion of requesting ASME funds vs. using SERAD funds for speaker reimbursement, the following motion was made. MOTION: SERAD will reimburse speaker's travel expenses up to \$700 (estimate for airfare, 1 night hotel, and ground transportation). Any amount requested in excess of \$700 will be considered by SERAD EC. MOTION PASSED.

7. Strategic plan:

- E. Susemihl and C. Bui will have teleconference on Mon., 10/5/2009, with ASME to discuss e-journal options for SERAD. E. Susemihl and C. Bui will brief EC on results.
- Other ideas to increase SERAD activity and enrollment include:
 - Blogs
 - Recruitment of new members (reach out to ASME student chapters)
 - Send out mass email to ASME with SERAD information
- E. Susemihl will use the 2009 plan to enter whatever data he has as a starting point for the 2010 Strategic plan and will distribute to all EC members. The draft will be prepared by the EC and C. Bui will take the lead in its development

8. Other Business:

- SERAD presentations at IMECE are all on Wed., 11/18/2009. E. Susemihl will check with Vitali to move 1 or 2 papers to earlier in the day.

9. Next EC Meeting: Wed., 11/18/2009 at IMECE (4:30pm – 6:30pm)

10. Meeting Adjournment: The meeting adjourned at 12:45pm (EDST).