

American Society of Mechanical Engineers Safety Engineering and Risk Analysis Division

Executive Committee Meeting November 15, 2011

Meeting Minutes

Executive Committee 2011 – 2012		
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W. R. (Bill) Byrd 3th Vice Chair, Treasurer President RCP Inc. 801 Louisiana St., #200 Houston, TX 77002 T: 888-727-9937 F: 713-655-8083 E: wrb@rcp.com	John Wiechel 4th Vice Chair, Secretary Research Scientist The Ohio State University 7349 Worthington-Galena Rd T: 614-888-4160 F: 614-888-3326 E: wichel.4@osu.edu	

Attendees:

- **Executive Committee:** Curtis Smith, John Lyver, Bill Byrd, John Wiechel
- **Other:** Juan Ramirez, Chimba Mkandawire, Mohammad Pourgol-Mohammad, Russ Rasnic, John Martenz, Chinh Bui, Marian Heller, Ahmed Fakheri (2012 IMECE Technical Committee Chair), Urmila Giha(2011 IMECE Steering Committee Chair)

1. **Call to Order (Curtis S.):** The meeting was called to order at 4:45 pm (MST). Meeting was conducted in person at the 2011 IMECE in Denver, Colorado.
2. **Review/adoption of minutes from September 8, 2011.** The minutes were reviewed and approved.
3. **Action items:**
 - All action items are done except revising our bylaws relating to the duties of the

second vice-chair

4. Treasurer's report (Bill B.): Bill is still getting access to the SERAD financial information

- John L. reported that at the TCOB on 11/14/11 one discussion point was the financial system. The current system is being scrapped and will be revised in the near future. The accounting reports for divisions will also be revised and simplified. This will be done mid to late 2012.

5. IMECE 2012

- John W reported on the changes planned for IMECE 2012, specifically being the reduction in the number of tracks and the presence of safety topics in every track.
- John L proposed that we get a list of all the SERAD members, attempting to snag papers that are written by our members for IMECE 2011 and try to encourage them into the safety topics for IMECE 2012.
- John L. stated that the technical committee is still working out the details of how the track structure will be implemented.
- It was agreed that Chimba M. be appointed the chairman of the safety topics, whatever that chairmanship will entail. John W. agreed to help Chimba.
- John W. also stated that Ahmed would like to see a policy, governmental, legislative topic. Ahmed stated we could organize that if we would like to.

Action Items:

1. Finalize the technical committee structure and who will be on that committee
2. Define what topics we would like to see in the tracks.

6. Newsletter (Curtis S.): Ward sent a newsletter to Jacinta last week. Curtis will be writing an article about the SERAD's activities in IMECE 2011.

- Russ R agreed to participate as a co-editor
- Chinh proposed that we may be overextending by attempting to get a newsletter out once a quarter. He will check the bylaws and the annual report to see if this is a requirement.

7. Other Business (all):

- John L. wonders who is responsible for the website. The answer is that ASME handles the website. John L. recommended that someone be assigned responsibility to update the website. Curtis said he was taking care of this.
- John L. questioned the continuation of the student design challenge. We only got one submission this year. Chinh reminded us that FM Global is giving us a donation and so long as they are doing that, we should continue the design challenge. Marian H. offered some additional methods to reach students. Chinh recommended that we include graduate students with a possibility of a graduate and undergraduate

division.

- Urmila and Ahmed F. stopped by to answer questions about IMECE 2012. Ahmed stated that average attendance at sessions is about 23 when the preferred number of attendance is 40. Also, they observe disparate papers in the same topic. The discussion proceeded on what they envision as potential structure and mechanisms for organizing the sessions. Bill B. noted that the Congress tool does not facilitate a group like us who will have responsibility for topics in every track.
8. **Next EC Conference:** Curtis will circulate a solicitation for a time and date for the next EC meeting to be in early December, 2011.
 9. **Adjourn:** The meeting adjourned at 6:12 pm MST.

Action Items:

1. Finalize the IMECE 2012 technical committee structure and who will be on that committee.
2. Define what topics we would like to see in the 2012 tracks.

2011-2012 SERAD Committee Points of Contact

2012 IMECE Technical Program Committee

Vice-chair: Chimba Mkandawire, cmkandawire@exponent.com

Past Chair: John Wiechel, jwiechel@sealimited.com

SERAD Newsletter

Chair: Ward Baun, Ward.Baun@UTCPower.com

Vice-chair: Russ Rasnic, rrasnic@ryan-engineering.com

Student Design Contest

Chair: John Lyver, JLyver@verizon.net

1st Vice-chair: Don Phillips, nfengineers@aol.com

2nd Vice-chair: Juan Ramirez, jramirez@exponent.com