



# 2012 Leadership Training Conference

**On The Leading Edge – Building Relationships  
for Today and Beyond**

Hyatt Regency New Orleans

March 1–4, 2012

New Orleans, Louisiana, USA

Greetings from the LTC Co-Chairs

Welcome to New Orleans, Louisiana!

On behalf of the Leadership Training Conference (LTC) Planning Committee and Trainers, welcome to New Orleans, Louisiana, USA, for the seventh annual LTC. A special thank you goes to the New Orleans Section of ASME for their help and assistance as our host.

You are the leaders responsible for helping to move ASME forward! This training event provides a unique opportunity for you to **build relationships** with your peers as well as ASME Society Officers and Staff to learn new ways to engage your constituents in order to make greater contributions to the Society’s strategic priorities while helping meet their needs in the workplace. The LTC Volunteer-Staff team is responsible for providing the tools and challenging your entrepreneurial capabilities to define actionable plans that best serve your unit. Along the way, you have opportunities to share your experiences, think creatively, be proactive in a team environment, and discover what will bring out the best in you to “step up” for your unit. It is up to you to share your experiences, motivate others, and implement plans that will achieve your new vision of ASME.

Treasure the opportunities and rewards of ASME leadership and enjoy the weekend’s journey. We’re confident that experiencing the power of ASME leaders working together will help as you guide and challenge your ASME unit to make a difference and advance to the **leading edge**.

Jen Jewers Bowlin  
Henderson Engineers, Inc.  
Addison, Texas

Jack Whitehead  
Bechtel Corp.  
Schenectady, New York

On the Leading Edge – Building Relationships for Today and Beyond

Leadership begins with a vision. The challenge for each of us is to believe in a vision and convince others to help in the quest for success. This is best done using the principles and examples from those that have been successful. If a vision is unique and has the potential to be of value to many, the development and execution of an effective plan will put you **on the leading edge**. This is a place where logic can be defied and ideas take on new life. Remember that sharing may bring out the critics, but continuing to believe gives chance for success. For those that subscribe to the vision, there is opportunity for **building relationships** that endure.

For ASME, opportunity for vision today begins with pursuing its priorities on global impact, engineering workforce development and energy within a framework that satisfies job, family and community interests. The **leading edge** is where leaders find the niche that aligns their unit with one or more of the priorities. What ideas can you offer for involvement in ASME that capture the imaginations of others and appeal to those things that matter most to people – family, job, community, and making a meaningful contribution? This is where **relationships** gain strength.

This Leadership Training Conference (LTC) offers an opportunity for you and other incoming leaders from across the Society to learn how you can reach for the **leading edge**. In the process, you will gain a better understanding of ASME’s overall structure and strategic objectives and learn the greater vision of our Society. LTC also offers the opportunity for you to gain operational skills and to learn how to use key ASME resources and tools effectively. Finally, you’ll learn the “how to’s” of success and getting others involved by **building relationships** with your fellow ASME leaders in order to exchange ideas and discuss collaborative programs. For your experience to be of value to you and the membership, it is important that you return home from the LTC with a vision of what you can do to excite others about involvement in ASME. Present your ideas with conviction, confidence and in a way that is appealing to others. Then take responsibility for turning visions into reality. In the process you will walk on the **leading edge**.

TABLE OF CONTENTS

General Information .....	2
SDOB Leaders’ Conference .....	3
Getting the Most Out of Your LTC Experience .....	3, 10
Ten Dos & Don’ts for ASME Volunteers .....	3, 15
LTC 2012 Norms .....	3, 10
LTC Program – Select and Premier Tracks .....	4
Program Schedule – Select Track .....	4 – 7
Session Descriptions – Select Track .....	7 – 10
Program Schedule – Premier Track .....	11 – 13
Session Descriptions – Premier Track .....	13 – 15
ASME LTC 12 Flash Drive Resource For Volunteer Leaders .....	15
Idea Mart .....	16
Acknowledgements .....	17
ECLIPSE Interns .....	18
LTC Early Career Delegates .....	18
ASME FY13 Enterprise Scorecard .....	19
ASME Volunteer Organization Chart .....	20
ASME Staff Organization Chart .....	21
Information on ASME Products and Programs .....	22 - 37
Notes .....	38 – 40
Hotel Floor Plan .....	inside back cover
Marsh Thank You .....	back cover



NAME BADGES

One of the primary benefits of attending the LTC is networking. Your badge lets others know who you are, where you come from, and your ASME unit. Please wear your name badge throughout the conference; you'll also need it for admission to the conference meals.

LTC SESSIONS

Take notes. While all the presentations from the LTC will be available electronically, much information will be shared during discussions and working activities. Use notes pages 38–40 to keep track of ideas or concepts from each session that will help you do something differently when you go back to your ASME unit and/or to take back and put into practice at work.

Seating for the concurrent sessions is first-come, first-served. Rooms are generally spacious. In the unlikely event that a room fills to seating capacity and it isn't possible to stand in a way that does not disrupt the presentation or detract from attendees' ability to hear or see, please select another session to attend. Please sit near a door if you're not sure you're going to stay at a session for the entire time; that way you can exit without causing a disruption. Please place your cell phone on silent, or turn it off, during sessions.

Please leave soon after a session ends if there will be a session beginning shortly afterward; turn-around times between sessions are very brief. The hotel has public spaces available, and the LTC has several hours of networking and personal time for continuing conversations.

MEALS

Your LTC registration includes the following meals:

- Breakfast on Friday and Saturday
- Lunch on Friday and Saturday
- Dinner on Saturday evening
- Morning and afternoon breaks on Friday and Saturday

You can purchase tickets for guests at the registration desk – Friday evening networking event (\$40 per ticket; cash bar available), Saturday evening dinner (\$50 per ticket). A list of restaurant options in the New Orleans area for Friday dinner and things to do is available at the New Orleans Section Hospitality desk as well as with the concierge. Please note transportation is at your own expense. **Many thanks to the New Orleans Section members for providing this hospitality!**

MEET YOUR LTC COLLEAGUES

Your colleagues at this conference are a fabulous resource. A number of ways have been created for you to make connections with others – to reflect on what you've heard, get ideas about which sessions to attend, continue a discussion, or network.

**Bring your LTC business or work cards!**

- *LTC Mentoring Program Meet-and-Greet* – An opportunity for Mentors and Mentees to get to know one another in a relaxed setting. Thursday evening, 7:00-8:30 pm.

- *Networking Event* – Join us Friday evening at the networking reception, following the group photo, for an opportunity to build connections, continue conversations, and meet others from your ASME Communities.
- *Friday and Saturday Community Breakfasts* – We'll have signs up on tables during breakfast, so that you can easily find others from your districts, divisions, committees, etc.
- *Idea Mart* – This expo-like session provides you an opportunity to meet with key ASME staff members and volunteers, and find out more about the wealth of resources available to you and your unit. Those represented are listed in this program on page 16.
- *Class of 2012* – a structured opportunity for members of the same community to work together on collaborative efforts and create action plans for implementing them.

MESSAGES

If you are a guest at the Hyatt Regency New Orleans, telephone messages and faxes will be directed to your guest room. Otherwise, they will be posted on the message/announcement board near the registration desk. Don't forget to check! Hotel telephone: 504.561.1234; Fax: +1 504.523.0488.

BUSINESS CENTER/SHIP HOME SERVICES

The business center (FedEx) of the Hyatt Regency New Orleans is located on second floor of the hotel. There is self-service printing and computers available 24/7. Charges may apply.

INTERNET ACCESS

Complimentary Internet access (Basic Package) is available in guest rooms. This is sufficient for checking email. Additional charges apply for the Premium and Premium Plus packages, which would allow up to 3 users in the room plus ability to stream movies and a much larger amount of bandwidth. Internet access is also available in the business center. Complimentary wireless access is available in the hotel lobby. There is no wireless access in the meeting rooms.

REUSE AND RECYCLING OF MATERIAL

The hotel has recycling bins throughout the hotel; several will be on hand in the conference area. Please recycle your paper, glass, and plastic. We will also recycle your badges, so please return yours to the bin when exiting the dinner on Saturday night.

FEEDBACK

Your feedback counts! Your thoughts about the LTC and its sessions are extremely important to us. Please take a couple of minutes at the end of each session to complete the evaluations, and take part in an online Zoomerang survey which we will send to you immediately following the conference. Feel free to share your ideas with one of the LTC planning committee members, who will have blue ribbons on their badges.

Student District Operating Board (SDOB) Leaders' Conference (SLC)

Over 40 student leaders from Student District Operating Boards around the world are gathered in New Orleans for their Leaders' Conference. They will be sharing meals with LTC delegates and participating in several LTC sessions and the Networking Event. If you are interested in increasing student support, increasing student participation in your unit, and/or looking for future leaders, make sure to meet and network with the SLC delegates.

GETTING THE MOST OUT OF YOUR LTC EXPERIENCE

TOP TEN Suggestions from Past Delegates

1. The more you put into it, the more you'll get out of it.
2. Talk to people. Everyone is here for similar reasons.
3. Introduce yourself to at least three people you don't know.
4. Seek to understand how different areas of ASME have different 'cultures' and ways of thinking.
5. Decide on a single goal at the LTC and take action as soon as you get home to make it happen!
6. Take good notes to share with everyone when you get home.
7. Choose the sessions you attend carefully; if your unit has more than one delegate, attend different sessions for better coverage.
8. Preview and participate.
9. Be prepared for a lot of information that is coming your way and read the advance material provided to you.
10. Come with an open mind and meet as many people as possible.

Ten Dos & Don'ts for ASME Volunteers

1. Don't sign any contracts or agreements on behalf of ASME.
2. Do follow the Guidelines for the Preparation and Execution of Contracts.
3. Do act primarily in the interest of ASME.
4. Do honor your fiduciary duties—they are essential.
5. Don't use ASME letterhead without approval from a Society officer.
6. Do identify your own assertion as a personal viewpoint.
7. Do keep the president apprised of all statements made on behalf of the Society.
8. Don't place advertising on a Web site where the ASME logo is being used.
9. Do submit your expense reports in a timely manner.
10. Do honor **ASME's Mission Statement:**  
ASME's mission is to serve diverse global communities by advancing, disseminating and applying engineering knowledge for improving the quality of life; and communicating the excitement of engineering.

LTC 2012 NORMS

- Be comfortable
- Start and Stop on time
- Respect Yourself and Others
- Disagree with Ideas while Respecting People
- Stay on Topic – Use the 'Parking Lot'
- Cell phones on Silent or Vibrate
- Enjoy the learning experiences and HAVE FUN!

LTC PROGRAM – SELECT AND PREMIER TRACKS

The LTC was created to develop the next great leaders of ASME. The two program tracks available for LTC delegates are the Select and Premier.

Select Track (pages 4–10)

The Select Track is designed to meet the leadership development needs of unit executive committee level volunteers and team leaders. This track will provide first time and aspiring ASME leaders and individuals wanting to learn about tools, resources, and methods to improve their unit's operation. Included in this track are many of the sessions directly related to operations (e.g. finances, programming, products and services). Participants will be better prepared to support and lead efforts that enhance their unit's success.

Select Track Goals

- After attending this track, attendees will be able to:
- Develop an enthusiasm that facilitates proactive use of learned skills
  - Obtain the organizational knowledge they need to be successful in ASME
  - Gain confidence in their leadership style to help their unit be successful
  - Learn how to build and lead effective teams
  - Learn how to develop and implement a business plan
  - Develop an understanding of process and its role in meeting unit goals

Premier Track (pages 11–15)

The Premier Track is designed to meet the leadership development needs of current and incoming chairs or vice-chairs. Delegates will gain people and planning skills as part of being prepared for service as leaders of an ASME unit. The graduation exercise will be a facilitated simulation intended to drive home the many lessons they have learned.

Premier Track Goals

- After attending this track, attendees will be able to:
- Set strategic vision and organize work to achieve goals
  - Seek to build more effective networks
  - Make the decisions that will drive their unit forward
  - Build and keep consensus among their team members
  - Plan for the future of their unit
  - Create future success by making themselves and their team members accountable to each other

FRIDAY/MARCH 2

Time	Session	Location
6:30 AM - 5:30 PM	<b>LTC Registration</b>	<i>Celestin Foyer 3rd Floor</i>
7:00 - 7:50 AM	<b>Breakfast &amp; Networking</b>	<i>Storyville Hall 3rd Floor</i>
8:00 - 9:00 AM	<b>Opening</b> ASME and You Jen Jewers Bowlin, LTC Co-chair Marian Heller, Senior Program Manager, K&C Leadership Development & Recruitment Thomas G. Loughlin, ASME Executive Director Victoria Rockwell, ASME President	<i>Celestin IV 3rd Floor</i>
9:15 - 10:15 AM	<b>Principles of Unit Leadership</b> Scott Carlson, Chair, Puget Sound Section	<i>Celestin IV 3rd Floor</i>
10:15 - 10:30 AM	<b>Break</b>	<i>2nd floor/ 3rd floor/4th floor</i>
10:30 - 11:45 AM	Tools and Fundamentals I <b>Effective Unit Communications</b> Twish Mehta, K&C Information & Communications Training Prime	<i>Trianon I 2nd Floor</i>
	<b>ASME Resources</b> John Blanton, Chair, Greenville Section	<i>Irish Channel I 2nd Floor</i>
	<b>Ethics of Volunteerism</b> Andrew Taylor, P.E., VOLT Academy Lead Trainer	<i>Treme II 2nd Floor</i>
	<b>360 Survey and Practice</b> (will not be repeated) Elaine Seat, President, CircleSpring LLC	<i>Celestin I 3rd Floor</i>

FRIDAY/MARCH 2 (continued)

Time	Session	Location
	<b>Doing Business Globally: Diversity and Global Etiquette</b> Mary Lynn Reallff, Member, Diversity and Inclusion Strategy Committee Mike Michaud, Managing Director, Global Alliances	<i>Treme I 2nd Floor</i>
11:45 AM - 1:00 PM	<b>Lunch &amp; Poster Viewing</b>	<i>Storyville Hall 3rd Floor</i>
1:00 - 2:15 PM	Tools and Fundamentals I (repeat of earlier sessions) <b>Effective Unit Communications</b> Twish Mehta, K&C Information & Communications Training Prime	<i>Trianon I 2nd Floor</i>
	<b>ASME Resources</b> John Blanton, Chair, Greenville Section	<i>Irish Channel 2nd Floor</i>
	<b>Ethics of Volunteerism</b> Andrew Taylor, P.E., VOLT Academy Lead Trainer	<i>Treme II 2nd Floor</i>
	<b>Doing Business Globally: Diversity and Global Etiquette</b> Mary Lynn Reallff Member, PAO Diversity and Inclusion Strategy Committee Mike Michaud, Managing Director, Global Alliances	<i>Treme I 2nd Floor</i>
2:15 - 2:30 PM	<b>Break</b>	<i>2nd floor/ 3rd floor/4th floor</i>

Time	Session	Location
2:30 - 4:00 PM	Tools and Fundamentals II <b>Volunteer Recruitment and Participation</b> Alma Martinez Fallon, Past Member, ASME Board of Governors/Member, Board on Safety Codes & Standards & COFI /Chair of Events Committee	<i>Irish Channel I 2nd Floor</i>
	<b>Working with Students and Early Career Engineers</b> Mandy Cowgill, Member at Large, Programs and Activities/LTC Mentoring Program Coordinator	<i>Trianon I 2nd Floor</i>
	<b>Effective Meetings</b> Jim Coaker, Past Member, ASME Board of Governors	<i>Trianon II 2nd Floor</i>
	<b>Team Building</b> Phil Carpentier, Vice President, Programs and Activities	<i>Treme II 2nd Floor</i>
	<b>Setting Priorities</b> Terrell Yon, Professional Development Chair, Florida Section	<i>Irish Channel II 2nd Floor</i>
	<b>Leveraging ASME's Content to Support a Global Community</b> Mike Michaud, Managing Director, Global Alliances Bernard Gindroz, District H Leader	<i>Treme I 2nd Floor</i>
4:15 - 5:45 PM	Tools and Fundamentals II (repeat of earlier sessions) <b>Volunteer Recruitment and Participation</b> Alma Martinez Fallon, Past Member, ASME Board of Governors	<i>Irish Channel I 2nd Floor</i>
	<b>Working with Students and Early Career Engineers</b> Mandy Cowgill, Member at Large, Programs and Activities/LTC Mentoring Program Coordinator	<i>Trianon I 2nd Floor</i>

PROGRAM SCHEDULE – SELECT TRACK

FRIDAY/MARCH 2 (continued)		
Time	Session	Location
	<b>Effective Meetings</b> Jim Coaker, Past Member, ASME Board of Governors	<i>Trianon II 2nd Floor</i>
	<b>Team Building</b> Phil Carpentier, Vice President, Programs and Activities	<i>Treme II 2nd Floor</i>
	<b>Setting Priorities</b> Terrell Yon, Professional Development Chair, Florida Section	<i>Irish Channel II 2nd Floor</i>
	<b>Leveraging ASME’s Content to Support a Global Community</b> Mike Michaud, Managing Director, Global Alliances Bernard Gindroz, District H Leader	<i>Treme I 2nd Floor</i>
5:45 - 6:00 PM	<b>Group Photo</b> (for all delegates)	<i>Lobby Staircase</i>
6:00 - 7:15 PM	<b>Networking Event</b> (for all delegates) Cash Bar. Dinner on your own afterwards.	<i>Storyville Hall 3rd Floor</i>
SATURDAY/MARCH 3		
Time	Session	Location
7:00 AM - 5:30 PM	<b>LTC Registration</b>	<i>Celestin Foyer 3rd Floor</i>
7:00 - 7:50 AM	<b>Breakfast &amp; Networking</b>	<i>Storyville Hall 3rd Floor</i>
8:00 - 10:00 AM	Tools and Fundamentals III <b>Event Programming (Sections/Affinity Groups)</b> Vicki Blocker, Chair, Nominating Committee/Programs and Activities Program Manager	<i>Trianon I 2nd Floor</i>
Time	Session	Location
	<b>Products and Services (Divisions/Institutes)</b> Rick Marboe, Vice President-elect, Programs and Activities Raj Manchanda, Director, Emerging Technologies	<i>Trianon II 2nd Floor</i>
	<b>Finance (Sections/Affinity Groups)</b> Len Anderson, Distirict B Operating Board Member at Large Bill Robbins, District D Operating Board Member at Large Mandy Cowgill, Member at Large, Programs and Activities/LTC Mentoring Program Coordinator	<i>Treme I 2nd Floor</i>
	<b>Finance (Divisions/Institutes)</b> Roy Hogan, Past Technical Group Leader, Energy Conversion	<i>Treme II 2nd Floor</i>
	<b>Business Plan Methods</b> Phil Carpentier, Vice President, Programs and Activities	<i>Irish Channel I 2nd Floor</i>
10:15 - 11:45 AM	<b>Idea Mart</b>	<i>Storyville Hall 3rd Floor</i>
11:45 - 12:45 PM	<b>Lunch and Poster Viewing</b>	<i>Storyville Hall 3rd Floor</i>
1:00 - 2:30 PM	Leading a Unit <b>Sections/Affinity Groups</b> Marc Meadows, Past Chair, West Texas Section	<i>Celestin I 3rd Floor</i>

PROGRAM SCHEDULE – SELECT TRACK

SATURDAY/MARCH 3 (continued)		
Time	Session	Location
	<b>Institutes and Divisions</b> Bill Bees, Past Pressure Vessel and Piping Division Chair Past Technical Group Leader	<i>Trianon I 2nd Floor</i>
2:30 - 2:45 PM	<b>Break</b>	<i>2nd floor/ 3rd floor/4th floor</i>
2:45 - 4:15 PM	<b>Applications and Scenarios</b> Think Global. Act Local. ASME Needs You! Who, ME?	<i>Trianon I, Trianon II, Treme I, Treme II, Irish Channel I, Irish Channel II 2nd Floor</i>
4:30 - 5:30 PM	<b>Class of 2012 – Making A Difference</b>	<i>Irish Channel I, Irish Channel II, Treme I, Treme II, Trianon I, Trianon II 2nd Floor</i>
5:45 - 6:15 PM	<b>LTC Wrap-Up – A Call to Action and Conference Closure</b>	<i>Celestin IV 3rd Floor</i>
6:30 - 9:00 PM	<b>Evening of the Communities</b> 6:30 - 7:00 PM Reception and Cash Bar 7:00 - 9:00 PM Conference Awards Presentation and Dinner	<i>Storyville Hall 3rd Floor</i>

SESSION DESCRIPTIONS – SELECT TRACK

**Principles of Unit Leadership**  
To help lead your units as effectively as possible, the basics of unit leadership will be covered, including a brief history of ASME and our roles as ASME unit leaders; how to recruit volunteers in a world filled with competing demands; running effective meetings; and sowing the seeds for the long term health of your unit with succession planning.

Tools & Fundamentals I

**Effective Unit Communications**  
Effective communications is an important element of successful unit leadership. This session will show you how to effectively communicate with not only your unit’s members, but also with your fellow unit volunteers. Learn to answer the five key questions you need to ask yourself, and which tools are available to effectively get your message across and get the feedback you need to improve. Participants will have the opportunity to work in teams to create a plan to effectively communicate with unit volunteers for an event, activity, or initiative, and then create a communications plan to market, promote, and inform members of that program. Learning to effectively communicate will help you work with your team, accomplish your unit’s goals, and gain important feedback to make your unit’s programs even better!

**ASME Resources**  
Do you know what resources ASME provides you to help you successfully lead your unit? Wouldn’t it be helpful to know how to request help, where to get information on the asme.org site, use a newsletter template, obtain unit membership demographics, etc.? This session will provide you with an overview of ASME’s e-tools and resources that are commonly used for operational effectiveness as well as communications. These tools include the Unit Leadership Resource Center, the Volunteer Resources page, on-line directories, on-line rosters, e-mail messaging tools, the Section newsletter templates, and more.

*Thank you.*

To all of the ASME Volunteers and Staff who reviewed the presentations for content, accuracy, and suggestions for improvement.



Tools & Fundamentals I

Ethics of Volunteerism

What do you know about the “ethical traps” that past ASME leaders have fallen into? Wouldn’t this be valuable information as you become the leader of an ASME unit? In this session, you will learn not only to identify such “traps” but also how to prevent falling into them, as well as how to carry out your volunteer responsibilities in accordance with accepted standards of ethical conduct.

In this session, you will:

1. Identify ethical “traps” which exist for ASME members in volunteer roles
2. Explain the consequences of past actions of ASME members which may not have been in the best interests of the organization
3. Explain the “SOS” principle with respect to service as an ASME volunteer
4. Apply the ASME policies on ethics, conflicts of interest, and discriminatory harassment to a situation requiring ethical decision-making

360 Survey and Practice

This session with performance enhancement expert Dr. Elaine Seat focuses on how to interpret the feedback provided in your 360 Assessment and how to actually improve your business skills and competencies. You will learn how to use your customized plan to understand what you do well and where you have room for improvement. This session is not an intellectual exercise of learning about leadership skills; rather, it is a coaching session designed to start you on the path to developing skills we know leaders use.

Doing Business Globally: Diversity and Global Etiquette

After this engaging and interactive workshop, you will be more prepared to work globally. You will walk away with an understanding of key professional competencies and customs in different countries, and have guidelines for adapting your skills and norms to an intercultural environment. You will identify your cultural biases, increase your awareness of global etiquette and learn to apply this knowledge to your professional life—at work, and in ASME. One of ASME’s Core values is to “embrace diversity and respect the dignity and culture of all people.” Participants will discuss the catalysts behind globalization, the benefits of diversity, and the need for cross-cultural awareness in today’s workforce.

Tools & Fundamentals II

Volunteer Recruitment and Participation

Is recruitment and motivation of volunteers your #1 issue of concern? This interactive working session will help you understand why volunteers get involved and stay involved, and what you can do with that information to increase member involvement in your unit. After discussing results of research on what motivates volunteers, you will work in groups to develop ideas for recruitment and retention and create action plans for implementing them. Detailed steps and methodologies on how to invite new volunteers and how to maintain your successful volunteer structure will be discussed. You will leave this session with an action plan and a method on how to put it in place.

Working with Students and Early Career Engineers

Would you like the students and early career engineers in your unit more involved? This session is meant to inform you on methods for interacting with students and early career engineers and the benefit of such interactions for the students, early career engineers, your section, and you. This interactive session will go through the basics of who students and early career engineers are and help explore the possibilities for getting involved.

Effective Meetings

Leading effective meetings is a developed skill which is both learned and practiced; success requires a rare combination of attitude, personal qualities and technique. This session will focus on skill set development for dynamic leaders, present time proven techniques and highlight “behind the scenes” mechanics which create positive results. Group situations and meeting challenges will be included in discussion. Attendees will develop appreciation for key elements involved in preparation, execution and post meeting evaluation.

Content is applicable to anyone responsible for conducting a meeting (regardless of size) or dealing with meeting situations. Benefits are universally applicable to business and volunteer organization settings.

Team Building

Team building is considered an essential skill for leaders and managers within organizations. During this session, participants will learn and practice the techniques for building effective teams and engage in some simple but effective team building activities. Advanced team building concepts for building highly effective teams and managing performance will be included.

Setting Priorities

This session will explore what matters most in time management – setting priorities. This will begin with a discussion of how importance and urgency affect our actions. This discussion will lead to a review of ways in which we handle tasks and suggested ways to improve our habits. A process will be introduced that can help you become more effective by balancing relationships, roles and activities. Challenges associated with staying focused on the process will be considered. Finally, the value of priorities, planning and execution will be discussed in terms of ASME volunteer roles. The session concludes with a general application exercise and opportunity for questions and answers.

Leveraging ASME’s Content to Support a Global Community

ASME global strategy is to deliver locally relevant engineering resources to advance public safety and quality of life throughout the world. Understanding the different needs and challenges facing ASME volunteers outside North America will be the key to the success of this goal. In this interactive session you will learn about ASME content currently available for international members, explore models that leverage ASME’s content to better support local needs around the globe and build working relationships with ASME staff and volunteers to produce and distribute content globally. After this session you will have a better understanding of the ASME Global Strategy and how you can help implement new models to leverage content in your local community and connect global and local perspectives.

Tools & Fundamentals III

Event Programming (Sections/Affinity Groups)

This session will discuss motivations for programming and the event planning and programming cycle, including web technology advantages and the key elements of a successful program checklist. You will gain an understanding of event program strategic planning, outline key milestones and challenges, and establish a baseline for effective programming to contribute to the overall health of your unit. There will be an interactive exercise to demonstrate the fundamentals of program planning from various perspectives, including students and early careers. The session will conclude with an open discussion of new and relevant program ideas to bring to your unit for future growth. There will be ample opportunity for interaction and sharing of ideas.

Products and Services (Divisions/Institutes)

Do you have an idea for a product or service that could benefit your unit and its members? Do you know what products and services are available from ASME to enhance member value? What if your unit has identified more than one product? Which one do you develop and implement first? Resources and processes exist for helping you and your unit to bring your new ideas to market. In this session, Division and Institute experts will share with you existing ASME products and processes for developing new ideas into marketable products and services. Additionally, you will be provided with a frame-

work for assessing and prioritizing which new ideas to pursue, ensuring that your unit is supporting the Knowledge and Communities Sector’s strategic priorities. As part of your experience in this session, you will be asked to conceive a new product or service and walk it through the assessment and implementation process steps to demonstrate what can be done in your unit.

Finance (Sections/Affinity Groups)

This session gives an overview of ASME Section and Affinity Group financial operations for:

- Active unit members
- New executive committee members
- Section / Affinity Group Treasurers

The presentation will cover: ASME policies on unit financial operations; practical aspects of the operation of unit accounts; relationship between unit operations and the Merit Based Funding Program.

FY ’12 updates to the Section & Affinity Group Merit Based Funding Programs, including a discussion of practical examples, will be presented. There will be a case study on a successful Section fund raising activity that others can easily replicate. Participants should come prepared to discuss and share suggestions on self-funding, and will join in a group activity exploring planning and budgeting best practices.

Finance (Divisions/Institutes)

This session gives an overview of ASME Technical Division and Institute financial operations for:

- Active Unit members
- New Executive Committee members
- Division and Institute treasurers

Topics include: ASME policies on unit financial operations; services costs to Divisions and Institutes; unit sources of income; income generating activities; uses for unit funds; unacceptable uses of funds; the fundamentals of custodial fund operations; acceptable operation of other accounts (checking, savings, petty cash); ASME financial statements; and financial resources for unit leaders. This session will include a group activity.

Business Plan Methods

This session is designed to help Section, Technical Division and Affinity Group leaders set and successfully reach their goals and objectives. Discussion will focus on how the business plan serves as a tool for a unit’s operation, how to serve the members, and the means to be successful. Topics will include development of programs and activities that appeal to members; assessment of resources needed; identification of funds and other resources; and setting targets and measures for success. The Business Plan is a powerful tool that is highly recommended for all ASME member units to prepare for the next programming year.

Leading a Unit

Sections/Affinity Groups

This session begins with the organization and position of the Sections/Affinity Groups within ASME and their role in meeting the Society's mission. It is important that leaders understand the purpose, needs, expectations, and responsibilities associated with the Global and Affinity Communities Operating Boards and Section Executive Committee activities. This will enable members to see the value of participation for the development of effective plans that get results aligned with the overall purpose of the Society. The session will address the principles for successfully developing a vision, setting priorities, and developing a strategy, plan and metrics to accomplish your Section/Affinity Group goals. There will be a focus on understanding the needs and values of your membership, stakeholders, and customers. This session will also provide an overview of the fundamentals of business planning.

Divisions/Institutes

This session provides an overview of the fundamentals of business planning and addresses the process for successfully developing a vision, priorities, a strategy, plan and metrics to accomplish your Division's/Institute's goals. It focuses on understanding the needs and values of your membership, stakeholders, and customers. The session begins with the organization and position of the Technical Divisions/Institutes within the ASME and their role in meeting the Society's mission. It is important that leaders understand the purpose, needs, expectations, and responsibilities associated with the Technical Communities or Institutes Operating Board and Division Executive Committee activities. This enables members to see the value of participation in order to develop effective plans that are aligned with the overall purpose of the Society and that they achieve results.

Applications and Scenarios

Delegates will participate in a group exercise based on actual and current challenges. There will be two exercise topics to choose from. Each is intended for delegates to apply leadership and operational skills to develop a solution to the challenge. The groups will document the results and prepare a briefing for their units.

Class of 2012

Leaders will be asked in concurrent sessions to channel energy and information gained from sessions and other LTC events into action plans, including how and when they will brief their units on the information learned at LTC. These plans will be documented and provided to sector leadership for use in future planning.

GETTING THE MOST OUT OF YOUR LTC EXPERIENCE

TOP TEN Suggestions from Past Delegates

- 1. The more you put into it, the more you'll get out of it.
- 2. Talk to people. Everyone is here for similar reasons.
- 3. Introduce yourself to at least three people you don't know.
- 4. Seek to understand how different areas of ASME have different 'cultures' and ways of thinking.
- 5. Decide on a single goal at the LTC and take action as soon as you get home to make it happen!
- 6. Take good notes to share with everyone when you get home.
- 7. Choose the sessions you attend carefully; if your unit has more than one delegate, attend different sessions for better coverage.
- 8. Preview and participate.
- 9. Be prepared for a lot of information that is coming your way and read the advance material provided to you.
- 10. Come with an open mind and meet as many people as possible.

LTC 2012 NORMS

- Be comfortable
- Start and Stop on time
- Respect Yourself and Others
- Disagree with Ideas while Respecting People
- Stay on Topic – Use the 'Parking Lot'
- Cell phones on Silent or Vibrate
- Enjoy the learning experiences and HAVE FUN!

FRIDAY/MARCH 2

Time	Session	Location
6:30 AM - 5:30 PM	LTC Registration	Celestin Foyer 3rd Floor
7:00 - 7:50 AM	Breakfast & Networking	Storyville Hall 3rd Floor
8:00 - 9:00 AM	Opening ASME and You Jen Jewers Bowlin, LTC Co-chair Marian Heller, Senior Program Manager, K&C Leadership Development & Recruitment Thomas G. Loughlin, ASME Executive Director Victoria Rockwell, ASME President	Celestin IV 3rd Floor
9:15 - 10:15 AM	Frame of Mind Unit Self-Assessment Jack Whitehead, LTC Co-Chair	Imperial I 4th Floor
	Inspiring and Motivating Others Gary Hickman, Past Chair, Columbia Basin Section	Imperial III-IV 4th Floor
	Serving at the Governance Level Howard Berkof, Past Chair, Nominating Committee	Celestin II 3rd Floor
10:15 - 10:30 AM	Break	2nd floor/ 3rd floor/4th floor
10:30 - 11:30 AM	Frame of Mind (repeat of earlier sessions) Unit Self-Assessment Jack Whitehead, LTC Co-Chair	Imperial I 4th Floor
	360 Survey and Practice Elaine Seat, President, CircleSpring LLC	Celestin I 3rd Floor

Time	Session	Location
	Inspiring and Motivating Others Gary Hickman, Past Chair, Columbia Basin Section	Imperial III-IV 4th Floor
	Serving at the Governance Level Howard Berkof, Past Chair, Nominating Committee	Celestin II 3rd Floor
11:45 - 12:45 PM	Lunch & Poster Viewing	Storyville Hall 3rd Floor
1:00 - 2:15 PM	Influencing People Selling Your Ideas in the Absence of Authority Elaine Seat, President, CircleSpring LLC	Imperial III-IV 4th Floor
	Advanced Communications Jared Oehring, Chair, K&C Information & Communications	Imperial I 4th Floor
	Reaching Agreement Marian Heller, Senior Program Manager, K&C Leadership Development & Recruitment	Imperial II 4th Floor
	Leading Leaders Rick Marboe, Vice President-elect, K&C Programs and Activities	Celestin I 3rd Floor
	Mentoring Students and Early Career Engineers Eduardo Barrientos, Chair, K&C Training Committee Eamon Boyle, ECLIPSE Intern, K&C Programs & Activities	Celestin II 3rd Floor



PROGRAM SCHEDULE – PREMIER TRACK

FRIDAY/MARCH 2 (continued)		
Time	Session	Location
2:15 - 2:30 PM	<b>Break</b>	2nd floor/ 3rd floor/4th floor
2:30 - 3:45 PM	Influencing People (repeat of earlier sessions) <b>Selling Your Ideas in the Absence of Authority</b> Elaine Seat, President, CircleSpring LLC	Imperial III-IV 4th Floor
	<b>Advanced Communications</b> Jared Oehring, Chair, K&C Information & Communications	Imperial I 4th Floor
	<b>Reaching Agreement</b> Marian Heller, Senior Program Manager, K&C Leadership Development & Recruitment	Imperial II 4th Floor
	<b>Leading Leaders</b> Rick Marboe, Vice President-elect, K&C Programs & Activities	Celestin I 3rd Floor
	<b>Mentoring Students and Early Career Engineers</b> Eduardo Barrientos, Chair, K&C Training Committee Eamon Boyle, ECLIPSE Intern, K&C Programs & Activities	Celestin II 3rd Floor
4:00 - 5:45 PM	Value of Planning <b>Introduction to Strategic Planning</b> Mike Roy, District A Leader	Imperial III-IV 4th Floor
	<b>Succession Planning</b> Hank Cook, Past Chair, K&C Representation & Governance	Imperial I 4th Floor
	<b>Use of Best Practices</b> Scott Burr, Chair, Programs & Activities Local Programs Committee	Imperial II 4th Floor

Time	Session	Location
	<b>Becoming a More Effective Marketer</b> Michael Kreisberg, Director, Membership Development	Celestin I 3rd Floor
	<b>Resource Management</b> Scott Carlson, Chair, Puget Sound Section	Celestin II 3rd Floor
5:45 - 6:00 PM	<b>Group Photo</b> (for all delegates)	Lobby Staircase
6:00 - 7:15 PM	<b>Networking Event</b> (for all delegates) Cash Bar. Dinner on your own afterwards.	Storyville Hall 3rd Floor
SATURDAY/MARCH 3		
7:00 AM - 5:30 PM	<b>LTC Registration</b>	Celestin Foyer 3rd Floor
7:00 - 7:50 AM	<b>Breakfast &amp; Networking</b>	Storyville Hall 3rd Floor
8:00 - 10:00 AM	Value of Planning (repeat of earlier sessions) <b>Introduction to Strategic Planning</b> Mike Roy, District A Leader	Imperial III-IV 4th Floor
	<b>Succession Planning</b> Hank Cook, Past Chair, K&C Representation & Governance	Imperial I 4th Floor
	<b>Use of Best Practices</b> Scott Burr, Chair, Programs & Activities Local Programs Committee	Imperial II 4th Floor

PROGRAM SCHEDULE – PREMIER TRACK

Time	Session	Location
	<b>Becoming a More Effective Marketer</b> Michael Kreisberg, Director, Membership Development	Celestin I 3rd Floor
	<b>Resource Management</b> Scott Carlson, Chair, Puget Sound Section	Celestin II 3rd Floor
10:15 - 11:45 AM	<b>Idea Mart</b>	Storyville Hall
11:45 - 12:45 PM	<b>Lunch and Poster Viewing</b>	Storyville Hall
1:00 - 2:30 PM	Leading an Organization <b>The Change Game</b> Elaine Seat, President, CircleSpring LLC	Imperial III-IV
2:30 - 2:45 PM	<b>Break</b>	2nd floor/ 3rd floor/4th floor
2:45 - 4:15 PM	<b>The Change Game</b> (continued) Elaine Seat, President, CircleSpring LLC	Imperial III-IV
4:30 - 5:30 PM	<b>Class of 2012 – Making A Difference</b>	Irish Channel I, Irish Channel II, Treme I, Treme II, Trianon I, Trianon II 2nd Floor
5:45 - 6:15 PM	<b>LTC Wrap-Up – A Call to Action and Conference Closure</b>	Celestin IV
6:30 - 9:00 PM	<b>Evening of the Communities</b> 6:30 - 7:00 PM Reception and Cash Bar 7:00 - 9:00 PM Conference Awards Presentation and Dinner	Storyville Hall

SESSION DESCRIPTIONS – PREMIER TRACK

<b>Frame of Mind</b> <b>Unit Self-Assessment</b> This session will challenge the vision of your unit in serving member needs. It explores the value of existing unit activities and new opportunities. A process is presented for identification of member interests, empowering member involvement, improvement in operating efficiency, and use of metrics to evaluate success. It examines the power of simplicity, buy-in, champions, team and perspective. The process includes use of member demographics, inter-unit connections, and ASME resources. Examples of the benefits of using the process are provided.
<b>Inspiring and Motivating Others</b> Have you ever wondered what the most important traits of a great leader are? One is the ability to inspire and motivate others. We will explore techniques of motivating and inspiring employees and volunteers – working through the commonalities and differences of techniques geared toward these two different groups.
<b>Serving at the Governance Level</b> Now that you have become a leader in your ASME unit what comes next? This session will provide insight into the depth and breadth of volunteer opportunities available to you at ASME's administrative level. We will explore ASME opportunities for fulfilling personal and career goals as well as provide guidance on the important role of ASME's Nominating Committee in electing Society officers. We will review and compare resumes of ASME leaders, learning what it takes to serve at the governance level and the different paths taken by ASME leaders. The session will conclude by live testimonials from past Governors and Presidents. Join us and learn how to further your career by moving up ASME's leadership pyramid.
<b>360 Survey and Practice</b> This session with performance enhancement expert Dr. Elaine Seat focuses on how to interpret the feedback provided in your 360 Assessment and how to actually improve your business skills and competencies. You will learn how to use your customized plan to understand what you do well and where you have room for improvement. This session is not an intellectual exercise of learning about leadership skills; rather, it is a coaching session designed to start you on the path to developing skills we know leaders use.
<b>Influencing People</b> <b>Selling Your Ideas in the Absence of Authority</b> As an ASME leader, one of your most important skills is how to use influence to get real and positive things accomplished through others when you have no authoritative power. In this session you will learn the proven approaches and tactics to do this. You will find that these approaches are counter to the very nature of most engineers and their desire for logic and rational arguments. This session will cover influence tactics and their consequences; discuss how to construct effective ways to influence; and guide you through creating one scenario you can apply immediately.



Advanced Communications

How well is your unit communicating? Do you want to communicate better? In this session, you will discuss theories, tools, and case studies to help take your unit's communications to the next level. You will learn how to better communicate with both unit leaders, volunteers, and your customers during several exercises designed to deepen your understanding of effective communications.

Reaching Agreement

Reaching agreement can mean negotiating a deal, resolving a difference of opinion, making sense of conflicting criteria or discovering a way forward when there is no good solution. Regardless of the context, there are proven strategies for creating value instead of simply reaching an agreement. Although each of these seems to be different, they are all a negotiation. In this session, participants will discover their preferred style and motivation when it comes to interacting with other people; how to interpret their counterparts; and strategies for structuring negotiations to create value for all parties.

Leading Leaders

As a leader it is not enough to assume you will only lead foot soldiers. You will also need to lead generals – individuals who are leaders in their workplace or other parts of ASME. In this session, we will learn about leader relationships that changed the course of history, and contrast motivational techniques used in military units, religious groups, politics, and sports teams. Our goal is to determine how the skills of senior volunteers can be best applied to meet the mission of ASME. In this course you will learn the 13 basic needs of every ASME volunteer; contrast motivational techniques used in military units, religious groups, politics, sports teams and volunteer organizations; and list leader relationships that changed the course of history.

Mentoring Students and Early Career Engineers

As a leader in ASME and the workplace you likely have the opportunity to engage in mentoring relationships. This experience can be very challenging, but sharing your knowledge and experience with young professionals can also be exhilarating and rewarding. As a mentor, your role is to assist your mentee in acquiring skills, competencies, and experiences they need to succeed. This session will provide the best methods for interacting with your mentee, helping them discover what they need, and receiving and giving feedback in a constructive, non-threatening way. Done well, mentoring can be incredibly beneficial and fulfilling for both you and your mentee.

Value of Planning

Introduction to Strategic Planning

Where do you want to be? Where do your constituents want to be? How do you develop the strategies and tactics that will take you there when considering your competition and capabilities? This session will provide a method for the logical development of answers to these questions and a process for implementation that can be adjusted to units of all sizes. In addition, we will explore relationships with other tools like business plans and Balanced Scorecards and their ties back to the strategic planning process. You will leave this session with a strategic planning methodology that you can put into place in both your ASME work and on the job.

Succession Planning

How can a Section, Division, Board, or other ASME unit ensure its continued success? What are the keys to successful leadership? In a volunteer organization, how do you match the interests and skills of the volunteers with the needs of the organization? This session on succession planning and management will address these questions and others to give participants the understanding of why a succession plan is so important and how to develop one and manage it.

Use of Best Practices

Do you always know how to get to the right answer? This session will provide you with the Best Practices Thinking Process and help you understand the psychological inertia stopping great ideas from getting to an ideal solution - at work or at ASME. We will explore the mindsets and behaviors of great problem solvers. And we will identify the personal behaviors you need to implement to achieve greater success.

Becoming A More Effective Marketer

The world needs great engineers but here at ASME we need a few great marketers too. In this session you will find insightful help for marketing challenges you face every day as we discuss how to move through primary marketing pain points and how to increase the targeting and effectiveness of your marketing campaigns.

Resource Management

In this session we will zero in on the management of resources like money, material and volunteer labor. We will discuss how to develop demographic reports using the Online Unit Roster, provide a tutorial of the online financial reporting tool, and provide a tour of the Volunteer E-Request Tool. You will have an opportunity to share your experiences with other leaders and address your resource questions in an open forum to close the session.

Workshop

The Change Game

Time marches on as you make decisions. The Capstone Exercise of this leadership training conference is an interactive simulation to reinforce how time and interpersonal relationships impact change implementation across an organization. As a participant you will be an employee at a consulting firm charged with implementing a new performance review system in two years or less. Your planning, networking, and group skills will be challenged as your team focuses on how to make the necessary contacts to gain support for the project. At the conclusion of the simulation a debrief will help you transfer this newfound understanding to your role as an ASME leader.

Class of 2012

Leaders will be asked in concurrent sessions to channel energy and information gained from sessions and other LTC events into action plans, including how and when they will brief their units on the information learned at LTC. These plans will be documented and provided to sector leadership for use in future planning.

ASME LTC 12 FLASH DRIVE  
A RESOURCE FOR VOLUNTEER LEADERS



Your **ASME LTC 12 Flash Drive** contains a library of useful information that you can use to learn more about the Society, improve your non-technical skills, become a more effective unit leader, find contact information and much, much more.

ASME LTC 12 Flash Drive Contents:

- The entire LTC 12 Curriculum (Power Point Presentations and Handouts)
- LTC Pre-read Materials (including "About ASME" and "About Finances" and ASME Resources")
- K&C Directories
- The Division, District and other Community Posters
- ASME Balanced Scorecard Strategy Map and ASME Organization Charts
- Program Information (Governance, Early Career Programs, IPTI, and much more).
- LTC Expense Report (and presentation on how to fill out the report)

Keep your Flash Drive handy and check out all of the materials that can help you be a more effective ASME Volunteer Leader!

Ten Dos & Don'ts for  
ASME Volunteers

1. Don't sign any contracts or agreements on behalf of ASME.
2. Do follow the Guidelines for the Preparation and Execution of Contracts.
3. Do act primarily in the interest of ASME.
4. Do honor your fiduciary duties—they are essential.
5. Don't use ASME letterhead without approval from a Society officer.
6. Do identify your own assertion as a personal viewpoint.
7. Do keep the president apprised of all statements made on behalf of the Society.
8. Don't place advertising on a Web site where the ASME logo is being used.
9. Do submit your expense reports in a timely manner.
10. Do honor **ASME's Mission Statement:**
  - ASME's mission is to serve diverse global communities by advancing, disseminating and applying engineering knowledge for improving the quality of life; and communicating the excitement of engineering.

# IDEA MART

Saturday, March 3rd

10:15am—11:45am

## 2012 EXHIBITORS

1. Knowledge & Community
2. K&C - Information & Communication
3. K&C - Unit Support
4. K&C - Affinity Communities
5. K&C - Affinity Communities - Students
6. K&C - Student District Operating Board
7. K&C - Programs and Activities
8. Standards & Certification
9. ASME in Latin America
10. Membership
11. Institutes - IGTI
12. Institutes - IPTI
13. Legal - Contracts
14. Events Management
15. Event Planning Approval Tool (EPAT)
16. Publishing - Mechanical Engineering Magazine
17. ASME Journals & Digital Library
18. Center for Research & Technology Development
19. History and Heritage
20. Public Affairs and Outreach
21. Governance - Nominating Committee
22. Governance - Honors & Fellows
23. Governance - VOLT & ECLIPSE

## ACKNOWLEDGEMENTS

### Executive Committee

Jen Jewers Bowlin, *Co-Chair*  
 Jack Whitehead, *Co-Chair*  
 Ty Booker, *Staff*  
 Erin Dolan, *Staff*  
 Marian Heller, *Staff*

### Planning Committee

Len Anderson	Mandy Cowgill
Bill Bees	Bill Cousins
Eduardo Barrientos	Abe Hassan (Staff)
Howard Berkof	Gary Hickman
John Blanton	Roy Hogan
Vicki Blocker	Rick Marboe
Eamon Boyle	Marc Meadows
Scott Burr	Twish Mehta
Scott Carlson	Jared Oehring
Philip Carpentier	Mary Lynn Realff
Jim Coaker	Andy Taylor
Hank Cook	Bill Weiblen

### Track Leads

Shane McGoldrick, *Select Track*  
 Justin Young, *Premier Track*

### The LTC Committee wishes to thank our LTC Trainers:

Artin Dermenjian, *Past Pressure Technology Group Leader*  
 Michael Kreisberg, *Director, Membership Development*  
 Alma Martinez-Fallon, *Past Member, ASME Board of Governors*  
 Elaine Seat, *PhD, PE, CircleSpring LLC*  
 Terrell Yon, *Professional Development Chair, Florida Section*

The Committee would also like to thank the following individuals who helped in the development and review of the LTC materials or provided oversight support: Roy Arbeit, RuthAnn Bigley, Richard Bunce, Marianne Chan, Kc de la Garza, Tim Ganger, Bobby Grimes, Kalan Guiley, Deidra Hackley, Dana Hubenthal, Larry Luna, Mindy Grinnan, John Mulvihill, Hieu Nguyen Hart, Karen Ohland, Al Ortega, Fred Proctor, Anita Rebarchak, Carl Selinger, Russ Skocypec, Cass Tang, Mel Torre, and David Webber.

*Thank you.*

To all of the ASME Volunteers and Staff who reviewed the presentations for content, accuracy, and suggestions for improvement.



2012 LTC Early Career Delegates

Congratulations to the 2012 LTC Early Career Delegates!

- Enoch Akwasi Abronyeh
- Kyle Richter
- Suhaib Ilyas
- Yan Zhu
- Muhammad Saad Khan
- Mahdi A. Zahreddine
- John Cillie
- Fahad Khan
- Mostafa Shaaban
- Christopher Stahl
- Mohammed K. AlGonaian
- Rodrigue Chemali
- Nathan Taylor
- Sara McCaslin
- Muhammad Hassan Bashir
- Hieu Tran
- Dilshad Sulaiman
- Abhinav Gupta
- Jose Lopez
- Thomas Wenning
- Christina Parkinson

Brought to you by the Early Career Connect Affinity Group and the Committee on Early Career Development

2012 ECLIPSE Interns

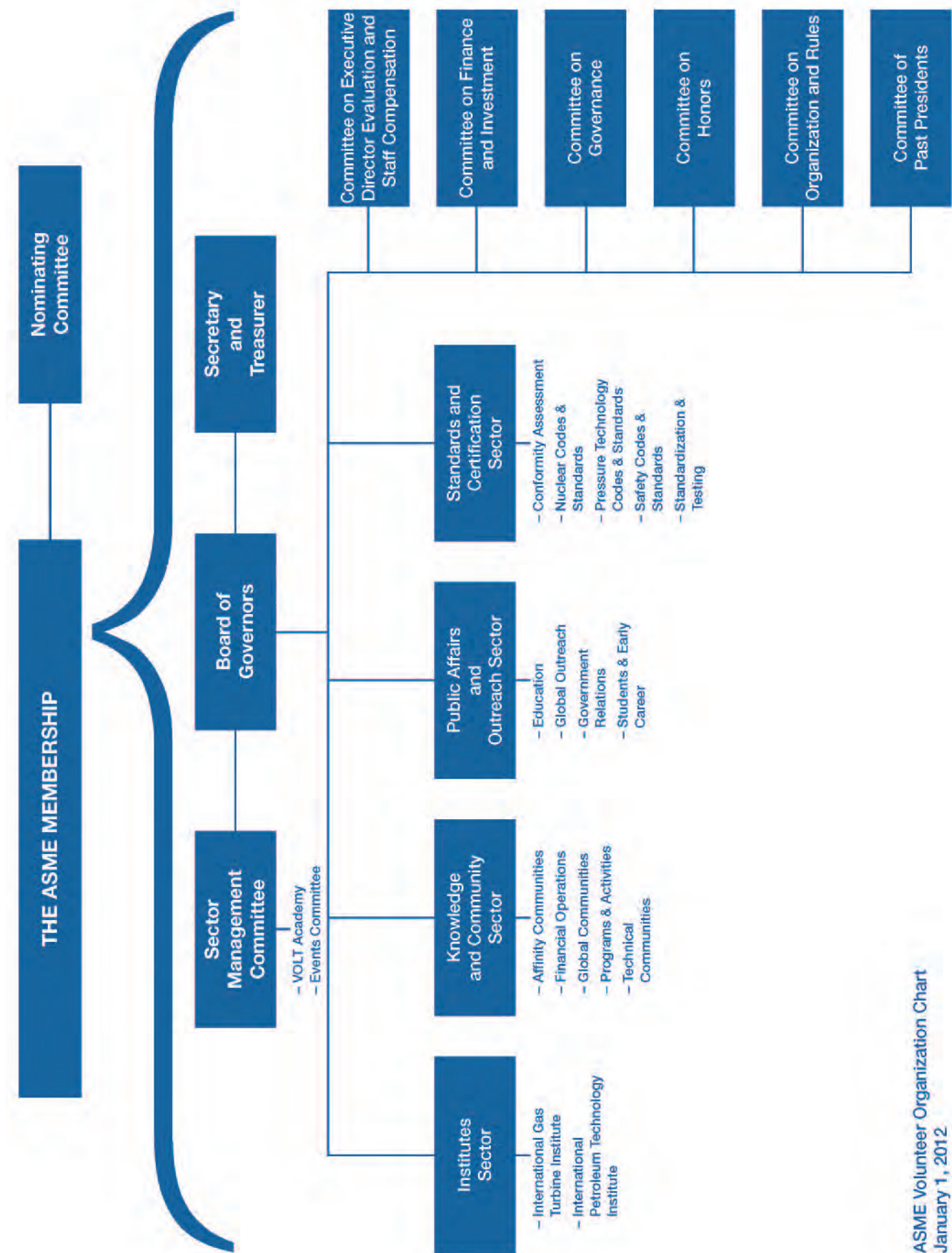
- Amip Shah – Board of Governors
- Brian James – Standards & Certification
- Dan O’Connor – Public Affairs & Outreach
- Emily Boyd – Institutes
- Heejin Cho – Knowledge & Community
- Lakshmi Singh – Volunteer Orientation Leadership Training Academy
- Paula Mosbruker – Public Affairs & Outreach

Brought to you by the VOLT Academy ECLIPSE Intern Program Committee

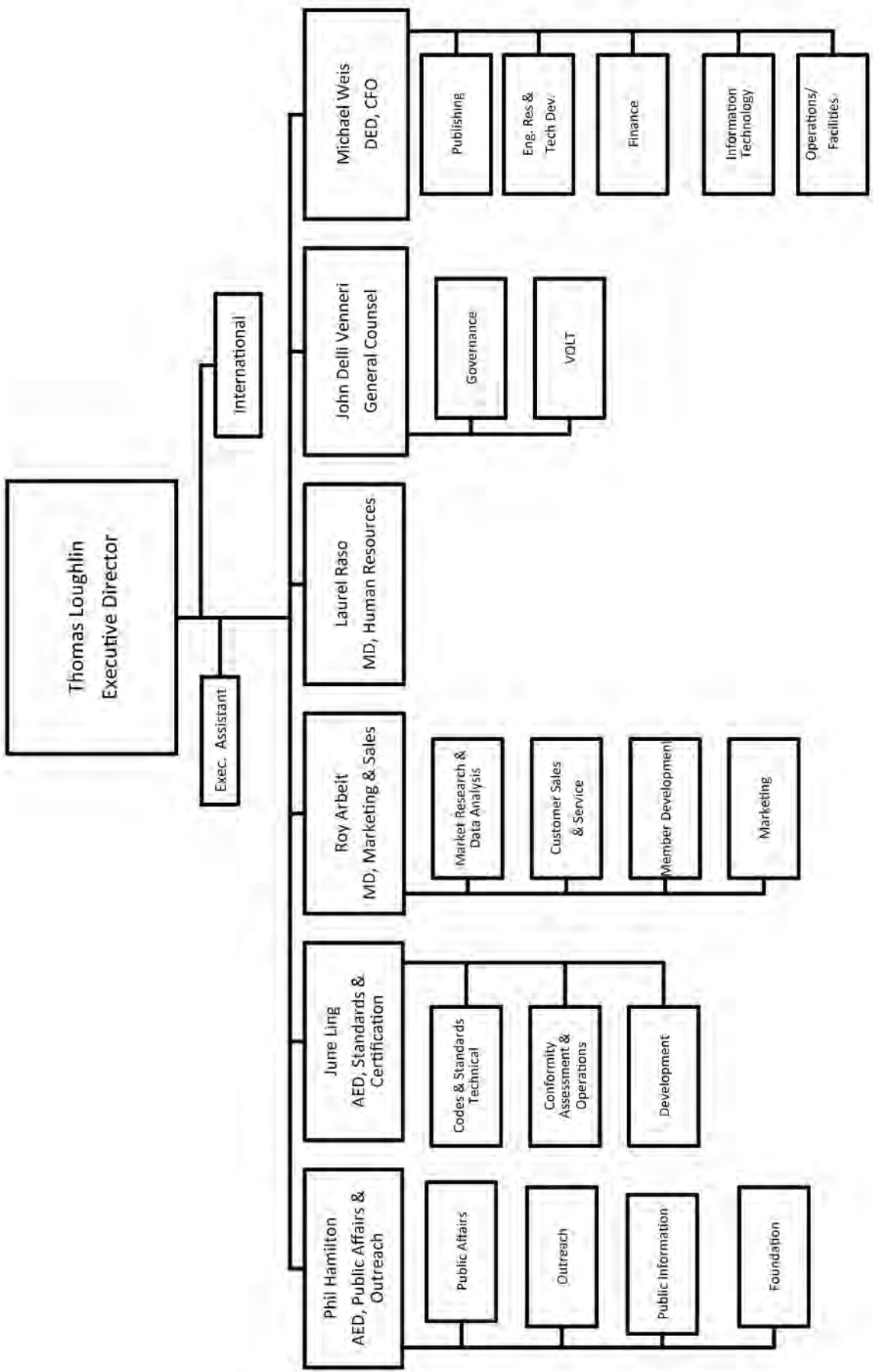
FY 13 Enterprise Scorecard

Stakeholders	ASME will be the essential resource for mechanical engineers and other technical professionals throughout the world for solutions that benefit humankind		
	Global Impact	Engineering Workforce Development	Energy
	ASME will collaborate to develop and provide locally relevant engineering resources that advance public safety and quality of life throughout the world	ASME will foster a broader, competent, vibrant and more diverse engineering workforce with sustained engagement in ASME over all career stages.	ASME will serve as an essential energy technology resource and a leading advocate for technically sound energy policies.
Internal	S1- Increase ASME's impact around the Globe	S2-Provide effective tools for teachers to bring engineering concepts into the classroom	S3- Expand ASME energy technology resources, with a focus in low carbon technologies
	I1 - Generate locally relevant engineering knowledge and expertise that enhances public safety and quality of life.	I2 – To expand global engineering workforce training (especially in energy related sectors	I3 Lead/support development of technically sound energy policies In the United States
Learning & Growth	I4 – Increase ASME's total number of engaged individuals		
	L1 Establish ASME as a credible source of content for humanitarian engineering	L2 Develop and launch expanded asme.org capabilities in phases	
Financial	L3 – Expand and enrich content offerings provided via asme.org		
	F1 Run an efficient and financially successful operation		





ASME Volunteer Organization Chart  
January 1, 2012



ASME Staff Organization Chart  
Effective January 1, 2012



## Developing solutions through the power of collaboration



Engineering for Change, a growing community of engineers, technologists, social scientists, NGOs, and community activists, provides a forum for collaboration, knowledge sharing, and innovation – leading to more appropriate and scalable solutions around the world.

Join us.

[Engineeringforchange.org](http://Engineeringforchange.org)



Founding Organizations



## The re-engineered ASME.org Not just another pretty face.

The re-engineering of ASME.org was much more than a simple makeover or the application of a fresh coat of paint. We invite you to explore the new ASME.org, where you'll find a dynamic and intuitive interface for accessing the diverse content of a global ASME.

### Now you can explore a wide range of engineering topics

- energy
- environmental engineering
- nanotechnology
- manufacturing and processing
- fossil power
- nuclear power
- and much more

### Gain insights and fascinating new perspectives

- feature articles
- case studies
- profiles
- news
- video

### Find the products you need quickly and easily by title, order number or date

- books
- conference proceedings
- courses
- journals
- standards



[go.asme.org/new](http://go.asme.org/new)







## A Rewarding Experience

### Volunteering for ASME Standards-Development Committees

Manufacturers, designers, insurance companies, end-users and regulatory bodies in more than 100 nations use ASME's 500 internationally-recognized codes and standards. Since 1884, when the first performance test codes were developed, ASME has pioneered the development of codes and standards, and related conformity assessment programs.

ASME's codes and standards promote safety, reliability, productivity and efficiency in industry. Use of these codes and standards lessens the burden on government—providing a technical basis for achieving regulatory goals without imposing an unnecessary burden on industry.

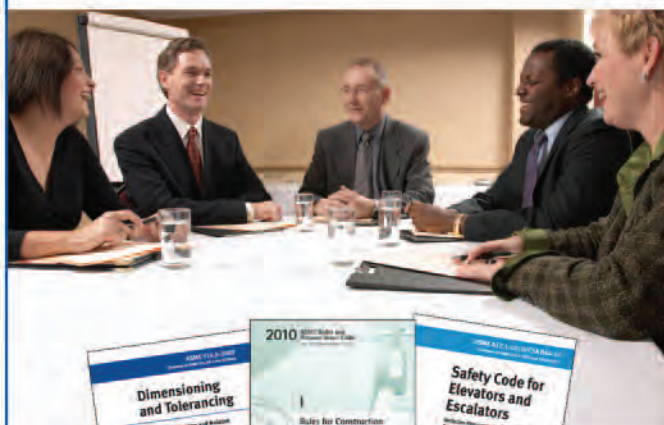
Organizations benefit from their support of participants on ASME's standards-development committees. Their employees gain early and ongoing awareness of technical issues in their industry and how others are managing these issues. It ensures that the organization's interests, practices and experience are thoroughly considered during standards development and updates.

ASME benefits from a broad range of volunteer experience, from department heads and the top technical experts in their fields ... all the way to young engineers in their early-career stages. This mix helps assure that the resulting codes and standards are truly visionary, while also being practical and applicable for everyday use.

**Join more than 4,000 volunteers on ASME standards-development committees. Expand your global network, develop rewarding relationships within your industry, and really make a difference!**

For a listing of all ASME Standards & Certification committees, applications to join, benefits of participating, and other information, please visit:

<http://go.asme.org/ParticipateInStandards>



# ASME Verification and Validation Symposium

## REGISTER NOW!

Ground-breaking event

Cross-disciplinary approach

**ANNOUNCING** the first large-scale symposium dedicated entirely to Verification, Validation, and Uncertainty Quantification of computer simulations. If you're passionate about this emerging methodology, then this is the event you've been waiting for!

#### WHO SHOULD ATTEND:

- Aerospace engineering
- Automotive engineering
- Atmospheric & earth science
- Civil engineering
- Defense applications
- Fluid & thermal mechanics
- High-energy density physics
- Materials science & engineering
- Mechanical engineering
- Medical device design / analysis
- Nuclear power system design
- Solid mechanics
- Space science & astrophysics
- Structural dynamics

May 2 - 4, 2012

Planet Hollywood Resort

Las Vegas, Nevada USA

**JOIN** published technical experts from: General Motors, ANSYS, Southwest Research Institute, Federal Aviation Administration, U. of Alabama Huntsville, The Boeing Co., Simulia, Los Alamos National Laboratory, U.S. Nuclear Regulatory Commission, Texas A&M, Westinghouse, Exponent, Sandia National Laboratory, U.S. Food & Drug Administration, Medtronic, Lawrence Livermore National Laboratory, Boston Scientific, U. of Tokyo, and more.

#### KEYNOTE SPEAKERS:

- Dr. Arthur G. Erdman, U. of Minnesota
- Dr. Douglas B. Kothe, Oak Ridge National Laboratory
- Dr. William L. Oberkampf, Consultant
- Dr. Patrick J. Roache, Consultant

[asmeconferences.org/VVS2012](http://asmeconferences.org/VVS2012)





## ASME Mentoring Program

*"I am learning  
from the  
experience  
of seasoned  
engineers...  
I wish I had this  
a long time ago."  
– ASME Member*

### Matching is Based On Your Personal Profile.

#### As Mentors you have an opportunity to:

- Give back to your profession
- Share your experiences, knowledge and skills
- Connect with a younger generation
- Benefit from your mentee's insights

#### Mentees connect with an experienced professional who can:

- Provide career-guiding insight
- Help in solving engineering problems
- Expand your networking opportunities
- Help you navigate your early-career

If you are ready for a most rewarding experience,  
visit [go.asme.org/mentoring](https://go.asme.org/mentoring) to join the ASME Mentoring Program.

ASME's  
International  
Petroleum  
Technology  
Institute

### If you're there, we're there.

IPTI provides worldwide conference, event and continuing education support in the Oil & Gas and related energy services industries. We tailor our offerings to your needs in the Petroleum, Pipeline Systems and Ocean, Offshore & Arctic Engineering sectors. Wherever there's energy industry activity, that's where you'll find us.

#### North America

United States  
Canada  
Mexico

#### South America

Brazil  
Ecuador  
Colombia

#### Europe

The Netherlands  
The United Kingdom  
France  
Norway

#### Asia

Malaysia  
Singapore  
China  
Korea  
India

#### Australia

#### Africa

Find out more about our special events and activities around the world. Visit us at [www.asme-ipti.org](https://www.asme-ipti.org)







## ASME In-Company Training

Select from any of our courses to create a customized training program delivered to your company's site, anywhere in the world.

- Save on travel expenses
- Meet your challenges head-on with hands-on workshops
- Customize subject to your specific needs
- Gain expertise from real-world situations that bridge theory with practical applications

GET MORE INFORMATION: [Olga Lisica](#), Manager, In-Company Training at 212-591-7843, email at [lisica@asme.org](mailto:lisica@asme.org)  
[Paul Francis](#), Manager, Corporate Development at 973-244-2304, email at [francisp@asme.org](mailto:francisp@asme.org) / Visit [go.asme.org/corporate](http://go.asme.org/corporate)



ASME Training & Development  
 Setting the Standard for Workforce Learning Solutions



## Take advantage of this free special offer to sample the ASME STANDARDS & CERTIFICATION assessment based course\*

"ASME Standards & Certification" (ZABC19) is an introduction to ASME, its standards, and the certification process. Understand the standards, the process by which they are developed and how they are applied in the real world. Additionally, you learn about the various organizations that create and test standards, certify organizations and individuals, and coordinate standards around the world.

2.0 PDHs ~~\$195~~ **FREE**

\*Visit [go.asme.org/ABC](http://go.asme.org/ABC) to access your free course and explore other ASME assessment based courses.



## Outreach Student/Early Career Programs



### ASME ME TODAY Online Newsletter

#### Be a Contributing Author

[www.asme.org/kb/newsletters/me-today](http://www.asme.org/kb/newsletters/me-today)

*ME Today* —Published bimonthly for early career engineers, engineering undergraduate and graduate students. This newsletter provides timely, critical information to assist in career and professional development and advancement.

Submit Your Stories about what's happening in your local area/section relating to engineering!

Email us at [earlycareerengineers@asme.org](mailto:earlycareerengineers@asme.org)

### ASME OLD GUARD EARLY CAREER AWARD

Nominations Accepted Annually on February 1

The Old Guard Early Career Award honors ASME members that make great strides in the engineering profession, their community and the work of the Society. Grand Prize Award recipient receives \$5,000 plus a prepaid ASME membership for life.

Learn more at <http://bit.ly/nMXex9>

### Support Regional Competitions

2012 HPVC Events will be held at the following Locations:

#### HPVC East

Grove City College  
 Grove City, PA  
 April 27-29, 2012

#### HPVC West

Miller Motorsports Park  
 Tooele, UT  
 May 4-6, 2012

Details: <http://bit.ly/rugiml>

### Student Design & Old Guard Competitions

Support these competitions at your local 2012 SPDC.

Details: <http://events.asme.org/SPDC/>

### ASME I-Show

Providing a platform for top collegiate teams to compete for seed money to further develop their product.

Details: <http://bit.ly/Amko4V>

### Available Funding to Supplement Merit-Based Funding for Young Engineer Activity and Programs

The Old Guard Committee along with the Committee on Early Career Development offers annually the following grants are available for ASME Units/Districts to take advantage of and help supplement existing local outreach activities for young engineer and/or spur new program ideas that will increase the growth of young engineers in the society:

#### Early Career Technical Conference (ECTC) Grant Funding for Districts (up to \$3,000)

Grant funding for to expand the production of Early Career Technical Conferences conducted by ASME Districts.

Details/Application: [go.asme.org/ECTC](http://go.asme.org/ECTC)

#### Early Career Forum (ECF) Grant Funding for Units and Sectors (up to \$2,000)

Grant funding for Early Career Forums conducted by any ASME District, Section, Sub-Section, Technical Division or Institute.

Details/Application: [go.asme.org/OGECF](http://go.asme.org/OGECF)

Deadline for Submissions – The number of Grants are limited annually

- October 21 (grant applications due for spring events)
- April 15 (grant applications due for fall events)





## The Nominating Committee – An Assignment of High Trust

The Nominating Committee is charged with the responsibility of nominating members of experience, high standing and active participation in the work of the Society to appear on the ballot to the corporate membership as nominees for President, Member-at-Large of the Board of Governors, and the 16 Unit Vice Presidents for ASME.

Nominees may be proposed as follows:

- ✓ A Letter of Intent may be submitted from a Society Unit (Sector Board or Council, Division, District, Section)
- ✓ A Letter of Intent may be submitted by a Society Member, or
- ✓ As a result of the NC's deliberations.

The Nominating Committee stands as a unique independent representative body, drawing its membership from the Sectors and through the Sectors from the Districts, Groups, Sector Boards, Councils and Committees making up the Society's organizational structure. Its makeup, procedures, and activities address the single purpose of selecting ASME Members competent and available to serve as elected Society Officers. Nominating Committee Members must be of Member or Fellow Grade and not currently serving in any elective office.

**Lead Today!! Shape Tomorrow!!**

### Run for ASME Office!

The 2012 Nominating Committee is seeking highly qualified leaders to become ASME Society Officers.

Selection for the open positions below will take place at the Annual Meeting in June 2012.

President – 1 position – 1 year term

Board of Governors – 3 positions – 3 year term

Vice Presidents – 1 position for each Unit – 3 year term

VP Public Affairs and Outreach Sector –  
Students and Early Career

VP Public Affairs and Outreach Sector –  
Global Outreach

VP Standards and Certification –  
Standardization and Testing

VP Knowledge and Community –  
Affinity Communities

VP Knowledge and Community –  
Financial Operations

**Don't delay, find out about running for office today!**

For more information contact RuthAnn Bigley at [bigleyr@asme.org](mailto:bigleyr@asme.org) or go to [www.Go.asme.org/nominate](http://www.Go.asme.org/nominate)



## Plan to Attend!

**Adaptive Structures and Materials Systems** by definition are intelligent, flexible systems that have sentience and responsiveness to ever changing environments. The field has rapidly matured due to synergistic interdisciplinary efforts across sectors of universities, government and industry. To continue the high impact growth of this field and lead it into the future, the purpose of this conference is to assemble world experts across engineering and scientific disciplines (mechanical, aerospace, electrical, materials, and civil engineering, biology, physics chemistry, etc.) to actively discuss the latest breakthroughs in smart materials, the cutting edge in adaptive structure applications and the recent advances in both new device technologies and basic engineering research exploration. The conference provides a casual setting for formal and informal interactions between a broad range of experts in diverse fields.

For additional details and program information, visit the website at:

<http://www.asmeconferences.org/SMASIS2012/>

## ASME Membership

**Are you taking full advantage of all your ASME member benefits?**

### ASME Member Benefits at a Glance:

- Online e-Library with 100 volumes
- *Mechanical Engineering* magazine
- ASME Technical Divisions
- Discounts on ASME products & services
- Online Career Center and exclusive Job Board
- Mentoring Program
- Local section events and activities
- Networking opportunities
- Competitions, financial aid, and scholarship opportunities for students

**NEW! ASME Referral Drive**  
Earn Rewards & Help Grow Membership!  
[go.asme.org/ReferralDrive](http://go.asme.org/ReferralDrive)



[www.asme.org/membership](http://www.asme.org/membership)





## The International Gas Turbine Institute:

**Serving Gas Turbine & Turbomachinery Professionals Worldwide for 57 Years**

### Opportunities for YOU

- ASME Turbo Expo Volunteer, Author, Exhibitor and/or Sponsor
- Publishing technical work in world renowned forums and journals
- IGTI Sponsorship
- Honors, Awards, Scholarships and Travel Assistance
- Leadership within ASME and IGTI structure
- Specialty Conferences
- Continuing Education/Professional Development

### Professional Development

- Basic and intermediate training programs on a variety of platforms
- Webinars on salient industry topics
- Product store with turbomachinery resources to enhance your career

### Meeting Planning

The professional IGTI staff is available to help you develop, plan and stage all types of conferences, symposiums and other forums on topics of interest to the turbomachinery community. Take advantage of the staff's expertise and global experience. For more information, contact IGTI.

### Membership

- International members from Academia, Industry and Government
- 18 Technical Committees
  - ~ Organized according to the individual fields of interest within turbomachinery technology
- 8000+ ASME members involved

### Vision

- IGTI is the world's foremost vehicle for the development and dissemination of all gas turbine educational and technological information
- It is THE society for all professionals involved in the turbomachinery industry

### Publications and Communications

- Gas Turbine and Turbomachinery Journals
- Global Gas Turbine Newsletter
- Technical Papers & Proceedings
- Networking
  - ~ Online Membership Directory
  - ~ Facebook/Twitter/LinkedIn

### Honors, Awards, Scholarships

- Honors and Awards
  - ~ IGTI offers a variety of awards for achievements in the turbomachinery industry
- Conference travel assistance for early career engineers
- Scholarships
  - ~ Annual ASME \$4,000 scholarship
  - ~ Ten annual \$2,000 scholarships

*"The IGTI has served as the gateway for my association with the ASME. This is as true today as it was 17 years ago...It has provided education, visibility to current research and most importantly, an avenue for meeting and engaging with other gas turbine professionals in Academia, Government and Industry which has yielded fruitful associations and collaborations beyond any I have experienced within other aerospace organizations."*

— Allan J. Volponi, Ph.D., ASME Fellow  
Discipline Chief & Senior Fellow, Diagnostics, Prognostics and Health Management, Pratt & Whitney



**Find Out More About IGTI**

<http://igti.asme.org/> • +1-404-847-0072 • [igti@asm.org](mailto:igti@asm.org)



**Everybody Wins!**

# ASME Referral Drive

**Share** the value of ASME membership with friends and colleagues.

Participate and help increase membership while also supporting ASME's efforts to advance the engineering profession around the globe.

Plus you'll be able to select a reward for each referral who joins, and be entered to win valuable Grand Prizes including iPads and more!\*

View the entire selection of great prizes and get started today at: [go.asme.org/ReferralDrive](http://go.asme.org/ReferralDrive)

\*Certain requirements apply. See site for details.



See [go.asme.org/ReferralDrive](http://go.asme.org/ReferralDrive) for prize information and more!





### Did you know that the ASME Digital Library...

- Features all 25 ASME's Transactions Journals plus Applied Mechanics Reviews
- Contains more than 600 volumes of ASME conference proceedings – totaling over 400,000 pages
- Includes more than 100 eBooks developed around a variety of engineering topics available for your reference as full books or by chapter

... and its many papers and resources may already be available to you through your institution's subscription? Check with your librarian and take advantage of other extras such as:

- Open access abstract level searching
- Links to cited source articles
- Ability to download citations and much more

Ask your librarian for full access to all available titles on the ASME Digital Library at: <http://www.asmedl.org>

Exclusive ASME Member Benefit:

## 50 Downloads for \$50\*

Enjoy the convenience and breadth of the ASME Digital Library at a price that can't be beat. Get 50 downloads for \$50 and access the full range of 24 ASME journals and more than 100 conference proceedings on a single platform.

That's over 125,000 journal articles and conference proceedings papers combined!

For more information, visit [www.asmedl.org](http://www.asmedl.org) and click the Article Pack box in the upper navigation bar.

\* Offer limited to ASME Journals and ASME Conference Proceedings

For more info:



## ASME Nano Educational Series

**Podcasts**  
Topics: Energy, Environment, Materials, Life Sciences

**On-Line Assessment Based Courses**  
Topics: Metrology, Nano Manufacturing, Composites, and much more!

**Webinars**  
Focusing on Nano Energy related topics

**Learn More and Register Now**  
<http://nano.asme.org>

## Assessment Based Courses

Learn online at your own pace while you broaden your knowledge, earn Professional Development Hours (PDHs) and enhance your skill set!

Complete all SIX courses and receive a special ASME Nano Assessment Based Course Program Completion Certificate

Courses:

- ✓ Fundamentals of Nanomanufacturing & Applications
- ✓ Fundamentals of Nanometrology & Best Practices
- ✓ Microsystems and Nanosystems for Application in Water, Energy, and Chemical and Biological Separations
- ✓ Nanocoatings for Enhanced Thermal Engineering
- ✓ Nanocomposite Technology & Its Impact on Engineering
- ✓ Nano-materials in Metals

For more information and to register NOW: [http://www.nano.asme.org/Nano\\_Educational\\_Series\\_2.cfm](http://www.nano.asme.org/Nano_Educational_Series_2.cfm)





## Exceed your R&D goals with a team of hands-on industry experts...



ASME Standards Technology, LLC helps you bridge technology gaps by identifying and conducting your R&D project. Our scientists and engineers possess the hands-on experience required to develop and perform the most challenging R&D project.

You can be confident in the results; every ASME ST-LLC project goes through a rigorous qualification, validation, and peer-review process.

### Successful Approach

- Standards advance commercialization of new technology
- Standards development supports new regulations
- ASME ST-LLC projects anticipate standards needs and bridge gaps between technology development and standards development
- Involvement of ASME Standards & Certification in R&D projects helps ensure results will be relevant to standards committees
- Directed R&D focuses limited resources on priority areas
- Collaborative R&D projects minimize individual investment while maximizing benefits
- International partnerships between government, industry and academia help build consensus, leading to technically relevant standards

### Exclusive Peer-Review Process

Once the research is completed, ASME ST-LLC generates a draft report that is reviewed by a team of industry-specific experts who conduct a thorough evaluation of the results. Based on their findings, additional testing may be required. A final report incorporates all recommendations.

### Cost-Saving Collaborative Research

Collaborative research is the ideal vehicle to obtain the results you want, while reducing your R&D costs. Let ASME ST-LLC be your R&D.

### First-Class Services

- Government contracting
- Collaborative research projects
- Project management
- Organization and coordination of project teams
- Peer review groups
- R&D results validation
- Standards technology publications

**For more information or to discuss a proposed R&D project, contact Gita Sheth, 212.591.7865, shethg@asme.org**

ASME Standards Technology, LLC  
Three Park Avenue  
New York, NY 10016-5990  
<http://stllc.asme.org>

**Advance Your Career and Make a Difference!  
Become a 2012-2013**

## ASME Congressional Fellow

Through ASME's **Federal Government Fellowship Program**, ASME members can provide engineering and technical expertise to policymakers in Congress, the White House Office of Science and Technology Policy, and key federal agencies. Federal Fellows provide a valuable public service to the nation while at the same time providing engineers with a unique opportunity to participate directly in the policy making process.

### CONGRESSIONAL FELLOWSHIPS

The Federal Fellows program enables selected ASME members to spend one year in Washington, DC working with the staff of a congressional committee, U.S. Senator or a U.S. Representative. Congressional Fellowships are designed to demonstrate the value of engineering-government interaction, bring technical backgrounds and external perspectives to the decision making process in Congress and provide a unique public policy learning experience to the fellow. Because of the limited number of congressional fellowships available, the process is very competitive. The following credentials are encouraged: At least five years of professional experience, an advanced engineering degree, professional engineer registration, and some public policy experience.

### ELIGIBILITY

ASME Fellows will be awarded a stipend of \$60,000 for the one year Fellowship. ASME Federal Fellows typically serve from September through August, but a January through December term is sometimes an option. Applications are accepted annually from December 1 through March 31. All Fellows must be US citizens and ASME members at the time of application. Federal employees are not eligible.

### TO APPLY

To apply for the Congressional Fellowship, please fill out the online application at <https://secure.asme.org/fedgovfellows/appform.cfm> and provide the requested materials. The deadline to submit an application is March 31st (annually).

### ADDITIONAL INFORMATION

For additional information about the ASME Federal Government Fellowship Program, visit: <http://www.asme.org/about-asme/advocacy-government-relations/programs/federal-fellows-program> or contact Kathryn Holmes, Director, ASME Government Relations, at [holmesk@asme.org](mailto:holmesk@asme.org) or 202-785- 7390. Visit: <http://www.go.asme.org/GovRelations> for information about ASME Government Relations.



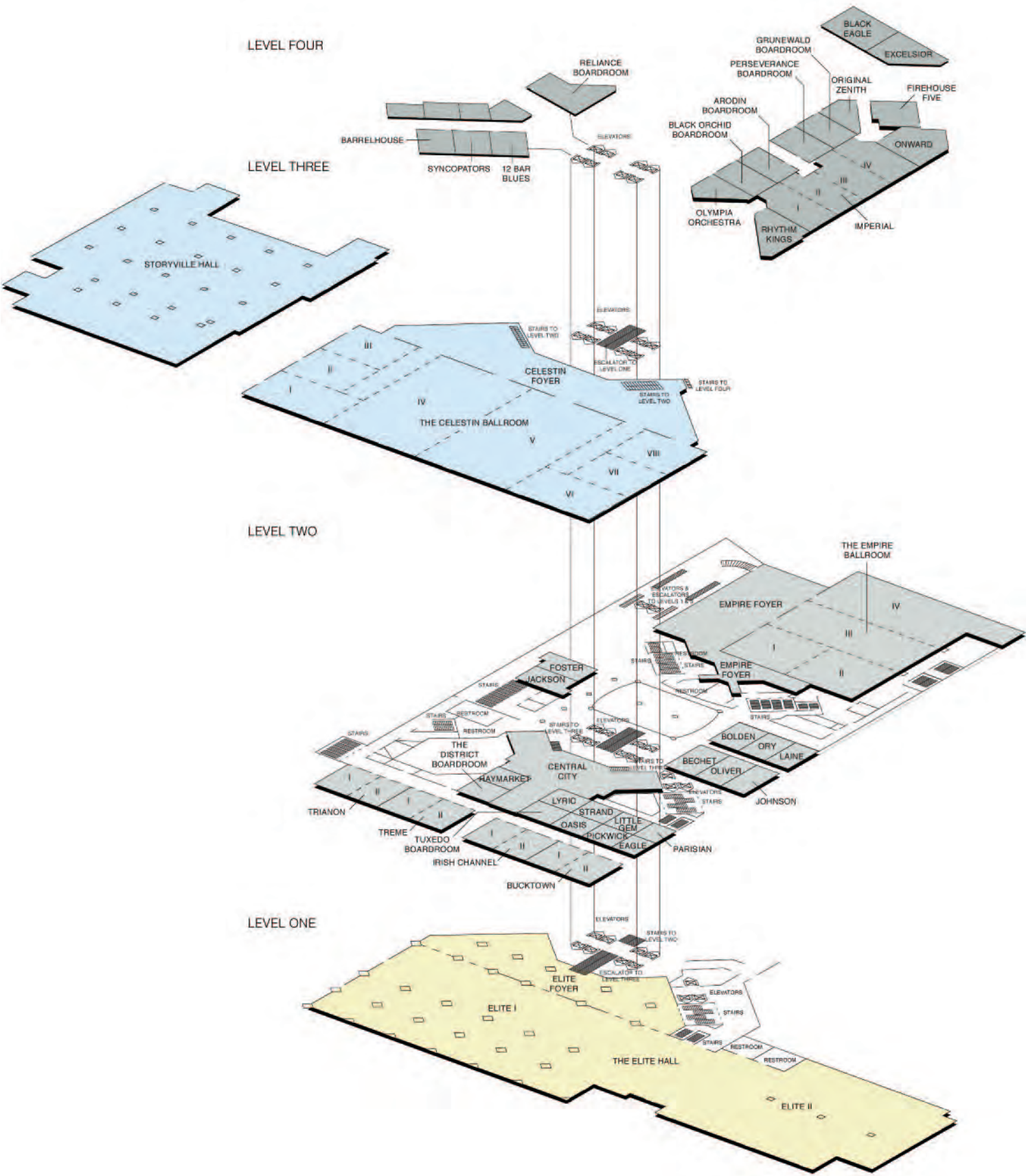




Handwriting practice area with 20 horizontal blue lines.



Handwriting practice area with 20 horizontal blue lines.





*Thank you.*

The LTC committee would like to thank Marsh  
and the ASME Insurance Program  
for their generous sponsorship of LTC.

