

## Fellows Council Virtual Meeting, July 15, 2024

11:00 AM PDT – Los Angeles/12:00 PM MDT – Salt Lake City/1:00 PM CDT – New Orleans/2:00 PM EDT – New York/9:00 PM AST - Saudi Arabia

### MEETING MINUTES

Attendance: Gina M. Gatto (GG), Bill Parrish (BP), Fernando Aguirre (FA), Anthony Fregosi (AFF), A Khogeer (AK), John O'Connell (JO), Laura Dietsche (LD), Harold Conner (HC), Linda Bergeron (LHB), Mark Swientoniewski (MS), Diane Spencer (DS), Raymond Rooks (RR), Dan Lambert (DL), Ann Fornof (AF)

#### Action Items

1. All - Welcome and Introductions – Please Introduce yourself, where are you from or something about yourself.
2. LHB – Approval of FC Virtual Meeting Minutes\_06\_17\_24\_Draft\_V2 - Approved
3. Annual Meeting Update – GG
  - a. Fellow's Breakfast scheduled on Tuesday. (Oct. 29<sup>th</sup>). Time/Location – TBD; Video of new Fellows from 2024 Spring/Annual Meetings is on the agenda for the breakfast. FC meeting scheduled virtually following Annual.
  - b. SHI/Fellows Session on Wednesday. (Oct. 30<sup>th</sup>). CEOC approved to provide \$1,500 for light refreshments.
4. Fellows Newsletter – AFF
  - a. 2024 Q2 Newsletter – “published” on the Fellows Website. Staff to “distribute” shortly.
  - b. 2024 Q3 Newsletter submission deadline: August 15<sup>th</sup>.
5. On Going Activities for 2024
  - a. Need to promote the AIChE Fellow's Endowment – next step will be to have a “letter” go out from the FC Chair (LHB) – Include a solicitation for Fellows to assist in K-12 activities.
  - b. Action Items (6) from the 2023 survey for discussion.
    - 1) Identify groups within AIChE that could benefit from involving additional Fellows as advisors. – AFF, AF,
    - 2) Following completion of item 5. b. 1) above - Communicate with the 58 Fellows that expressed high interest in being

advisors to AIChE groups and ask them for their specific interests. – Assignment to be determined. This action may be combined with item 5.c.i as they are similar. - HC

3) Communicate with the 42 Fellows expressing high interest in making presentations to Student Chapters or Local Sections asking for topics they could present. - FA

4) Review the specific activities suggested by Fellows to determine which ones will result in new initiatives by the Fellows Council. – Follow up – DL, MS, and HC agreed to review and make a recommendation to the FC.

5) Ask the 22 Fellows indicating that they don't receive emails how they learned about the 2023 Fellows survey. - FA

6) Request AIChE staff to verify whether any of the 22 Fellows indicating that they don't receive emails if they have set their profile to not receive emails from AIChE. - FA

c. Fellows Engagement Interest from 2022 – Not discussed during the last meeting due to lack of time.

i. AIChE has assigned an "intern" to compile the data gathered from the 2022 Survey (Derek Ward). (Meeting in two days – 07/17).

d. SHI: Further collaborations with SHI - task team volunteers from Fellows Council (Gayle Gibson) Planning meeting on Wednesday (JO, LHB). Send email to all FC asking for volunteers - LHB.

## 6. Fellows Council Governance

a. Review Council Membership Requirements. Noted during meeting to look at this with succession planning.

b. Bylaws "review team" (LD, DS, LHB).

i. Review team has questions regarding the Bylaws – LHB has sent them (05/13/24) to GG for staff to answer.

ii. Gina has forwarded questions to Heather to review. GG will "ping" Heather as to status.

7. Raymond Rooks – Brought up a way to interact with Students during Annual Student Conference (Sunday 1:00 pm) – "Speed Networking." – "In the Works." Email Raymond if you wish to volunteer to participate in the event, add "summary" of how the event will work in next Newsletter AFF

8. John O'Connell – Proposed an idea of having Fellows write what being an AIChE Fellow means to them (This may be especially worthwhile for our Fellows over the age of 80)! Three Fellows over ninety responded to the 2023 Survey – FA will reach out to them as a "test case" with how we may do this.

9. New Business – All

- a. Need to update roster file in Box - add column(s) to identify demographics to comply with requirements recommended in the Bylaws. - AFF.
- b. Need succession plan by September – Submission to CEOC - LM

AFF - Supporting documentation sent to FC Committee Members

1. FC Virtual Meeting Minutes\_06\_17\_24\_Draft\_V2
2. FC Meeting Agenda\_07\_15\_24\_Draft\_V2
3. Action Items from the 2023 survey

Submitted by: Anthony Fregosi, 2024 Fellows Council Secretary