

Fellows Council Virtual Meeting, August 19, 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), Fernando Aguirre (FA), David Dixon (DD), Anthony Fregosi (AFF), A Khogeer (AK), Lori McDowell (LM), Laura Dietsche (LD), Linda Bergeron (LHB), Diane Spencer (DS), Raymond Rooks (RR), Dan Lambert (DL)

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_07_15_24_Draft_V3 - Approved
3. Annual Meeting Update – GG
 - a. Fellow’s Breakfast scheduled on Tuesday. (Oct. 29th) – 7:00 am; 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. 30th) – 8:00 am. – 10:30 am. CEOC approved to provide \$1,500 for light refreshments.
4. Fellows Newsletter – AFF
 - a. 2024 Q3 Newsletter submission deadline: August 15th.

5. On Going Activities for 2024

- a. Promotion of the AIChE Fellow's Endowment – "Letter" was sent out from the FC Chair (LHB) on 8/14/24.
- b. Fellows Engagement Interest from 2022 – AIChE "intern" has compiled the data gathered from the 2022 Survey (Derek Ward – AIChE Staff). – LHB will follow up with Derek/Harold as to follow up (Incorporate into Action 1 of 2023 Survey).
- c. 2023 Fellows Survey Actions
 - i. FA has actions – 3, 5 and 6. Completed items – 5 and 6.
 - ii. Need an update on Action 4 (Review the specific activities suggested by Fellows) – DL/HC.
 1. Has started the analysis. Develop "Volunteer Central", Who made the suggestions (Would be good to reach out to ask if they would like to help regarding their suggestion).

6. AIChE-SHI Collaboration – See attached document (AIChE_SHI Colaboration to capture oral Histories) for context.

- a. 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.
- b. GG – staff can send "targeted emails" to Fellows who "fit" the criteria to request they participate in an oral history project.
- c. All - We can also get the FC members to do the same as 6b.

7. Fellows Council Governance

- a. Review Council Membership Requirements - Succession planning. LHB has reviewed the BLs and currently speaks mostly career diversity.
- 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.

8. Raymond Rooks – Brought up a way to interact with Students during Annual Student Conference (Sunday 1:00 pm) – “Speed Networking.” – “In the Works.” Email membership@aiiche.org if you wish to volunteer to participate in the event - See attached file “Example of how to Volunteer for Speed Networking Event” to volunteer).
- a. Add “summary” of how the event will work in 2024 3rd Q FC Newsletter – AFF
 - b. RR – Needs the “list” of who has volunteered in order to plan the event. Alyssia (Staff) will send

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
- c. Ahmed requested that Anthony continue as FC Secretary for 2025.

AFF - Supporting documentation sent to FC Committee Members

1. FC Virtual Meeting Minutes_07_15_24_Draft_V3
2. FC Meeting Agenda_08_19_24_Draft_V2
3. AIChE_SHI Collaboration to capture oral Histories
4. Example of how to Volunteer for Speed Networking Event

Submitted by: Anthony Fregosi, 2024 Fellows Council Secretary