

ISA Minutes

Meeting: A&T/I&S Department Advisory Board

Date: Sunday, 3 June 2001
Location: President's Summer Meeting, The Westin Calgary
Chairman: Roger Blais and Larry Wells
Minutes By: Kelly L. Bishop
Distribution: Department VP's, VP-Elects, Division Director, Director-Elects,
Department Facilitators, and appropriate Staff

ATTENDEES:

B. Hubby	G. McFarland	H. Elliott	Staff:
L. Wells	J. Provenzano	R. Blais	K. Bishop
D. Keen	B. Carlberg		A. Cogley
J. Garrity	H. Hegner		
E. Critzer	B. Farmer		
P. Evans	J. Clemons		

MINUTES

1. Call to Order

The meeting was called to order by R. Blais & L. Wells at 11:00 a.m.

2. Review and Approval of Agenda

It was moved (Hubby), seconded (Provenzano) and unanimously approved to accept the agenda as distributed.

3. Approval of Minutes

It was moved (Farmer), and seconded (Critzter) to accept the minutes of the previous meeting as distributed.

4. Advisory Board Facilitator Reports

Here is a summary of the Facilitator Reports. All Divisions were asked to turn in a written report. You will find the written reports attached to the minutes, if available.

CONDES

Ed Critzer –Director

Produced a Spring Newsletter
Will produce a Summer Newsletter
Program for ISA 2001 is in excellent shape
Have a Director-Elect in place

FPID

Bob Hubby –Facilitator

Division is struggling
Needs a Director-Elect
Will produce a Summer Newsletter

2 Sessions in place for ISA 2001

M&M

Jack Garrity –Facilitator

(See attached report)

POWID

Gordon McFarland –Director

Two Board members recently resigned
Annual Symposium is coming up in July
Produced a Spring Newsletter

PUPID

Brad Carlberg – Director

Joint Symposium with Tappi
Will produce a Summer Newsletter
Has planned 8 sessions for ISA 2001

WWID

Joe Provenzano –Director

Will produce a Summer Newsletter
Has planned 5 sessions for ISA 2001
Recently got a Membership Chair

AD

Jerry Clemons –Director

(See attached report)

ACOS

Harry Elliott – Director

Will produce Summer Newsletter
Needs a Director-Elect
New Website is up and running
Programming at ISA 2001

TMD

Roger Blais- – Education Chair

Steve Allison will be 48th IIS Chair
Ron Dieck will be 49th IIS Chair
Put out a Spring Newsletter
Will produce a Summer Newsletter

5. New Division Leader Recruiting Ideas

This was considered a brainstorming exercise. Ideas on recruiting new Division leadership were:

- Talk to Paper Reviewers or Session Developers at Symposia
- Network at ISA 2001
- Job descriptions are available on website—forward to perspective leaders
- Begin the search early
- Email communication

- Encourage both Vendors and Users
- Technical Benefits---sell the Divisions
- Encourage Division leadership at your Section Meetings

6. Active Division Game Plan Review

B. Hubby reviewed the Action Division Game Plan. He asked for ideas on what to do with Divisions who are not following the suggested plan. The other Division leaders were asked to come up with some ideas and send them to the VP's and Elects.

7. Executive Board Action Items

The Divisions will be discussing the Action Items at the Wrap up Meeting and at the Joint Department Meeting.

8. Next Meeting/Adjournment

The next meeting of the A&T/I&S Advisory Board will be during the President's Winter Meeting in Jacksonville, Florida.

There being no further business, the meeting was adjourned.

APPENDICES REQUEST FORM

Please send me the check-marked appendices to the Minutes of the 3 June 2001 Division Leaders' Planning Workshop. Indicate preference: paper or email attachment (Power Point 97 attachments or Word 97)

RETURN TO:

Kelly L. Bishop
ISA, P.O. Box 12277, Research Triangle Park, NC 27709
FAX 919/549-8288
Email: kbishop@isa.org

- A: Analysis Division Report
- B: Mining & Metals Report
- C: Active Division Game Plan

