

ISA Minutes

Meeting: Joint A&T/I&S Department
Date: Monday, 4 June 2001
Location: President's Summer Meeting, The Westin Calgary
Chairman: Bob Hubby and Dutch Keen
Minutes By: Kelly Laurence
Distribution: Department VP's, VP Elects, Division Directors, Director-Elects, Department Facilitators, and appropriate staff

ATTENDEES:

| | | |
|---------------|-------------|------------|
| B. Hubby | J. Garrity | E. Icayan |
| D. Keen | B. Cleary | B. Ives |
| R. Blais | B. Carlberg | H. Elliott |
| J. Provenzano | D. Lewko | |
| G. McFarland | J. Clemons | Staff: |
| R. Wood | B. Farmer | K. Bishop |
| E. Critzer | L. Wells | |

MINUTES

1. Call to Order

The meeting was called to order by B. Hubby at 8:00 A.M.

2. Review and Approval of Agenda

A motion was made (Garrity) and seconded (Blais) and unanimously voted to accept the agenda.

3. Review and Approval of Minutes

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

4. Symposia/Technical Conference Dates

ISA 2002 POWID Symposium
2-7 June
San Diego, CA

ISA 2003 POWID Symposium
15-20 June

Williamsburg, VA

ISA 2003 Analysis Division Symposium

Change date from 6-10 April to 27-30 April

Change location from Sarnia, Ontario, Canada to Calgary, Alberta, Canada

POWID, ASD/TMD, AD budgets

Marketing & Sales, Director-Elect, Mary Cousins

Aerospace, Director-Elect, Patrick Russler

5. Executive Board Information/Action Items and/or Department Board Action Items

- D. Keen will bring forward the Action item of Travel Funding Request: IMEKO TC-17.

The motion stated that the Executive Board approves a maximum of \$1,500 to supplement expenses for the delegate to attend IMEKO Technical Committee (TC-17) meetings and ISMCR in the United Kingdom in September of 2001.

- B. Farmer moves that the Automation & Technology Department merge the Environmental Division into the Analysis Division, where it will be recognized as a Technical Committee of the Analysis Division. J. Provenzano seconded the motion.

6. Outside Organizational Relationships

E. Critzer made a motion and seconded by B. Cleary that the Departments continue to support the Outside Organizational Relationships. The Departments recommend funding by the Society for the 2002 budget and the relationships should be reviewed on an annual basis.

The Departments also listed under each Outside Organization (see attachments) the current benefits they think it provides ISA.

7. Next Meeting/Adjournment

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

There being no further business, the meeting was adjourned.

ISA Automation & Technology Department Report

2001 President's Summer Meeting, Calgary, AB, Canada

L.M."Dutch" Keen, Vice President, A&T Department

Introduction: Seven of the ten Divisions of the A&T Department were represented in a joint Department meeting by attendance of the Director, Director-elect, or the Division Facilitator. The following Divisions were represented:

Analysis, ACOS, ELEOP, Environmental, Management, PMCD, TMD

Division Review & Activities: Current status of Division activities in accordance with the 2001 Division Business plans has been requested of the individual Divisions to be included with the minutes for the joint A&T/I&S Department meeting.

Department Review & Activities: A joint A&T and I&S Division Workshop was conducted, focusing on Division status reporting according to 2001 business plans, and development of the 2002 Division business plan/budget and review. A special presentation by Ron Hicks of the Power Division outlined guidelines for Division Sponsored symposia. The outline will be distributed to the Division Directors with the Minutes of Meeting.

Topics for Future Discussions: Timely Division financial reporting of credits and debits to Division financial reports in accordance with current Division membership statistics; the full use of ISA Network and ISA web communities for Division member electronic services and participation;

Appointments for Board Action:

None

Board Action Items:

Funding for volunteer travel to support ISA's commitment to other technical societies.
(2 Action items)

Information Items:

The Department of Vice Presidents was advised of the merging of the Environmental Division as a Technical Interest Group within the Analysis Division.

The C&E Oversight Committee was advised of the change in location for the Analysis Division Spring Symposium for 2003 from Sarnia, Ontario to Calgary, Alberta.

Next Meeting:

President's Winter Meeting, Jacksonville, Florida

ISA Industries & Sciences Department Report

2001 President's Summer Meeting, Calgary, Alberta Canada

Robert N. Hubby, Vice President I&S Department

Introduction: Seven of the eleven Divisions of the I&S Department were represented in the PSM joint Department meetings by attendance of the Director, Director-elect or the Division Facilitator. CONDES, FPID, M&M, M&S, POWID, PUPID, WWID were represented.

Division Review & Activities: The PSM division leaders workshop and Advisory Board meeting focused on division summer newsletters, symposia planning, support for the international student competition, ISA2001 technical program, 2002 division budgets, division leader recruiting ideas and the A&T/I&S Honors and Awards Luncheon as a division leader recruiting opportunity.

Department Review & Activities: Symposia/Technical Conference dates and Executive Board Action Items and Information Items were reviewed. Outside Organizational Relationships with the American Association for the Advancement of Science (AAAS) and the National Inventors Hall of Fame (NIHF) were reviewed as to their current relevance to I&S Divisions and current ISA goals. Financial support is requested for the NIHF liaison for the 2002 year. Division Honors and Awards committee selected the outstanding division, honorable mention, most improved division and honorable mention.

Topics for Future Discussions: Division performance reports according to 2001-2 business plans and budgets, preparation of the 2003 business plans and budgets, and division leader recruitment.

Appointments: Patrick Russler, Director-elect, Aerospace Division 2001, (Director 2003-2005); Mary Cousins Director Elect, Marketing and Sales Division 2001 (Director 2003-2005).

Board Action Items: Budget for the 2002 Power Industry Symposium, June 2-7 at the Catamaran Resort Hotel, San Diego, CA; Budget for the 48th International Instrumentation Symposium, May 5-9 at the Catamaran Resort Hotel, San Diego, CA.

Board Information Items: none

Other Items: ISA Event Location and Date Request Forms to the C&E Global Oversight Board for the ISA 2002 POWID Symposium, June 2-7, San Diego CA and the ISA 2003 POWID Symposium, June 15-20, Williamsburg, VA.

Next Meeting: President's Winter Meeting, Jacksonville Florida

APPENDICES REQUEST FORM

Please send me the check-marked appendices to the Minutes of the 4 June 2001 Joint A&T/I&S Department Meeting. Indicate preference: paper or email attachment (Power Point 97 attachments or Word 97)

RETURN TO:

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A: Outside Organizational Relationships