Minutes of the Engineering Alumni Society Board of Directors

University of Pennsylvania
Philadelphia, PA 19104
www.seas.upenn.edu/alumni/

Monday, April 21, 2014 6pm, Room 307 Levine

Attendees:

<table>
<thead>
<tr>
<th>Positions</th>
<th>Names</th>
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<tbody>
<tr>
<td>Pres: President</td>
<td>Dean Eduardo Glandt</td>
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<tr>
<td>VP: Vice President</td>
<td>Matt Quale – Pres</td>
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<tr>
<td>Sec: Secretary</td>
<td>Ernest Churchill – VP</td>
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<td>Tres: Treasurer</td>
<td>Carl Clyde – VP</td>
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<td>PP: Past President</td>
<td>Stan Warchaizer – VP</td>
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<td>F/S: Penn Faculty/Staff</td>
<td>Sevile Mannickarottu – Sec</td>
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<td>D: Director</td>
<td>Henry (Hank) Guckes – Tres</td>
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<td>AD: Associate Director</td>
<td>Robert Berkovits – D</td>
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<td>AL: At Large Member</td>
<td>Jim Brennan – D</td>
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<td>Bob Boyce – AL</td>
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<td>Dane Carswell – D</td>
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<td>Andrew Franklin – D</td>
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<td>Paul McLaughlin – D</td>
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<td>Russ Miller – D</td>
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<td>Jay Olman – D</td>
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<td>Jason Rifkin – D</td>
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<td>Alan Schultz – D</td>
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<td>Marion Hubing – PP</td>
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<td>Walter Korn – PP</td>
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President’s Welcome and Remarks (M. Quale)

- Called meeting to order at 6:01pm.
- Attended the Graduate Student Networking event put on by the greater Alumni office for SEAS graduate students.
  - Only a few board members attended as many were not invited.
  - Many alumni present were interested in the board.
- AWE networking event is coming up on Monday.
  - At Sweeten Alumni House
  - An email was sent out already from Matt to the Board.
- Matt is in the process of creating a shared folder account.
  - Folders are divided up by committee.
  - The folder will not be public.
- Met with VPs and reached out to Board members who have been less active. Both Bill Kane and Andrew Franklin have requested to temporarily step away.

Open Action Items:

New Action Items:

**ACTION:** Owner – None

Approval of the March 17, 2014 Minutes (Directors)

- Ernest pointed out that his request that all the board members remain to hear the speaker Kate Stebe was not included in the “Around the Table” section.
- Minutes approved with correction.

Open Action Items:

New Action Items:

**ACTION:** Owner – None

Action Items from March Minutes (S. Mannickarottu)

- Seville – Post Alumni weekend information on LinkedIn and Facebook. - Done

Open Action Items:

**ACTION:**
Development Office Report (G. Hain)

- Things are going well.
- Big priority is the Eduardo Glandt Professorship. They are hoping to name two Chairs rather than just one.
- Board of Overseers wants Professorships to be the focus for the next five years.
- The number of donors contributing to the annual giving has gone up.
- Raising money to renovate the ESE offices and to purchase equipment for the Singh Center.
- Alumni Weekend – concerned about attendance with the new location (Penn Park).
- 1:20pm is the time when President Gutmann will be visiting. The picnic starts at 12:30pm.

Open Action Items:

New Action Items:
ACTION: Owner – None

Career Services Report (R. Pyne)

- The Academic Programs Office (APO) sent out a career plan survey for undergrad and Masters students.
- The office is really busy as many students are seeking advice for negotiating salaries.
- Beth and Paul McLaughlin have been doing a terrific job with the externship program. There are 37 spots available.
- Matt – Expects a good turnout for the externship program.

Open Action Items:

New Action Items:
ACTION: Owner – None

SEAS Alumni Network Worldwide (J. Rifkin / J. Olman)

- Neither Jason nor Jay was available.

Open Action Items:

New Action Items:
ACTION:
Alumni Weekend (S. Mannickarottu)
- Alumni Weekend is May 16-19th and registration is now open.
- The picnic is on Saturday at Penn Park this year, and not Hill Field.
- A check to President Amy Gutmann will be presented by Matt at 1:20pm.
- Reunions for the classes ending in ‘4’ and ‘9’.
- George - Electric Car will be outside of the tent.

Open Action Items:

New Action Items:
ACTION:

Student Engagement Committee (J. Olman, D. Beckett)
- Dawn mentioned the AWE event coming up on the 28th.
- Only five board members have confirmed as of yet. Dawn requested more to attend.
- AWE mentioned that we could tap into their list so that we can reach out to undergraduates and graduate students directly.

Open Action Items:

New Action Items:
ACTION:

Maintaining EAS Website (R. Miller)
- Russ was not available to provide an update.
- Gabrielle – suggests moving up the QuakerNet link to encourage people to update their information.

Open Action Items:

New Action Items:
ACTION: Matt - Talk to Russ about moving up QuakerNet link.

Improving Social Network Presence Update (R. Miller)
- Russ was not available to provide an update.

Open Action Items:
New Action Items:

**ACTION:**

**Senior Design (W. Korn / S. Warchaizer)**
- Stan presented. He and Walt will have a conference call to finalize details with Gabrielle.
- Some of the high school student classes may not be available.
- There is a concern that the new student sign-offs for posting presentations may not all be completed.
- All presentations will be recorded, but without the sign-offs, the recording will not be posted.
- Email has been sent out to invite judges.
- Alan – We will not be competing with Penn Relays.
- Gabrielle – We have 45 confirmed judges.

Open Action Items:

New Action Items:

**ACTION:**

**Nominations Committee (F. Fresnel)**
- The Nominations committee presents the board for next year.
- There are a few corrections to be made.
- Matt – Encouraged VPs to reach out to people who have been involved in the past but are not as active.

Open Action Items:

New Action Items:

**ACTION:**

**By-Law Review Committee (M. Quale)**
- Matt presented the changes to the By-Law as recommended by the committee.
- There were a few clarifications and changes (Article and section number in brackets):
  - The definition of voting members (IV-1);
  - The filling of vacant roles (IV-2)
  - The treasurer position was clarified to reflect the current role (IV-5).
• Emphasized that the board should seek to represent the diversity of the SEAS Alumni community (IV-6)
• Minimum number of meetings is now six (IV-9).
• Board participation: strengthened requirements: required participation of elected members in at least one committee and encouraged members to attend in person (IV-9).
• Pushed back review of board activity membership to January (IV-9).
  • George – reading the text, it sounds as if in-person attendance is a requirement. Matt will make it clear.
  • Changed from “eight members” to “eight voting members” who should be present at the Annual meeting (V-1).
  • Contact for by-law changes was changed to the current secretary (VII-1).

Open Action Items:

New Action Items:
ACTION: Matt – Change Article IV Section 9 to state that board members can attend either in person or by phone.

Around the Table (All)
• Bob – Will be on a cruise and may not be available for the May 12th meeting.
• Farnia – Will not be in-person for the next meeting. Philadelphia Science Festival is starting soon.
• Dawn – Reminded the group about the AWE event.
• Dane – Has a two month old now!
• Eric – See you next Thursday for the senior design competition.
• Ernest – Did receive the Senior Design email
• Alan – Special thanks to Farnia and the nominations committee for nominating him to an office.
• Nishal – Excited to be involved.
• Carl – Suggested stepping up from phone to WebEx or something. Farnia – Suggested WebinarJam.

ACTION: Gabrielle – Does the school have access to a WebEx account or something similar?

Adjournment (M. Quale)
The board meeting was adjourned at 7:03pm.
The next meeting is scheduled for May 12, 2014 at 6:00pm in Room 307 Levine Hall (Location to be confirmed).

Minutes prepared and submitted by Sevile Mannickarottu.