

# 04-09-2016 Final (6-20-16 update)

---

## Arkansas Academy of Mechanical Engineering (AAME) Annual Meeting and Board of Directors Meeting April 09, 2016 Minutes

### **CALL TO ORDER AND OPENING STATE OF THE ORGANIZATION REMARKS:**

The Board of Directors Meeting of the Arkansas Academy of Mechanical Engineering was called to order at 8:30am Central Time on Saturday April 9, 2016, by President Russ Rasnic. President Rasnic noted that the organization had a successful 2015-2016 term, with numerous members serving well in various capacities as officers, Board Members and volunteers.

**IN ATTENDANCE:** AAME Officers and Board Members present at the meeting were: President Russ Rasnic, Past President Bob Harrison, In-coming President Mac Hogan, various Board Members and committee chairs, Treasurer Jeff Hayes, and Secretary Cristine Wolf. From the ME Department, Department Head Jim Lylek (via teleconference) and ME Department Operations Manager Melynda Hart attended. Also attending by teleconference was: Zane Boatright. New inductees and general membership were also present.

### ✓ **APPROVAL OF BOARD MEETING MINUTES**

President Rasnic presented the minutes of the AAME quarterly meeting in January 2016, as recorded by Secretary Cristine Wolf to the assembled members for approval; a motion was made to approve the minutes, was seconded, and the minutes from the January 2015 Board meeting were approved.

### ✓ **CAMPAIGN ARKANSAS UPDATE**

An update on the progress of the Campaign Arkansas initiative was presented by Emily Wood. The initiative's fundraising goal is \$68.5 million, \$24.49 million of which (36%) has been raised by 1 April (\$525,462.18 has been raised by the Mechanical Engineering Department (MEEG) as of March 3 – thanks was expressed to Chris Weiser for the donation by his family to establish the Weiser Family Scholarship). The Campaign Arkansas strategies include: university-wide wealth screening; a focus on principal gifts; utilization of volunteers to identify new prospects and opportunities for fundraising, to identify new corporate prospect opportunities that “align with the Chancellor's new strategic priorities”, and the appointment of a senior Director of Development. Ms. Wood summarized the most common aspects of planned giving, which is philanthropic giving with “planned thought” – this allows giving to be arranged such that it can make the maximum impact on their lives and the lives of others. The most popular types of planned giving are deferred gifts (bequests from wills or trusts after passing, or from retirement plans. Because charitable institutions don't have to pay tax on gifts, a gift from a retirement plan comes to the institution tax free. Another type of planned giving is a lifetime income gift – a charitable gift annuity – which is a gift over a person's lifetime. Two examples of planned giving's impact on MEEG are the Cecil O. Cogburn Graduate Fellowship in Mechanical Engineering, and the Robert H. Biggadike Endowment for Teaching. The Cogburn Fellowship should result in four graduate fellowships. The value of the gift comes not

## 04-09-2016 Final (6-20-16 update)

just from the financial impact, but from the impacts those recipients will make on the lives of others during their careers.

✓ **TRESURER'S REPORT:**

Treasurer Jeff Hayes provided the Treasurer's report. He noted that he will be instituting a change to show the change from the previous quarter's report. The report submitted at the Annual Meeting will be the "end of year" report. AAME is receiving approximately 3.3% interest on the organization's holdings, because of the amount of the account. The membership were reminded to make gifts/donations out to "University of Arkansas Foundation – AAME", since the Academy funds are held by the Foundation, which is a 501c3 organization, and gifts are then tax deductible.

<b>ARKANSAS ACADEMY OF MECHANICAL ENGINEERING</b>					
UNIVERSITY OF ARKANSAS, ME BUILDING, FAYETTEVILLE, AR 72701, 479-575-4153					
<u>FINANCIAL REPORT</u>					
Dec. 31, 2015					
				Change from	
				<u>9/30 Report</u>	
Beginning Balance as of January 1, 2015 .....				\$ 60,499.16	
<b>INCOME:</b>					
I. Member Contributions .....	\$ 34,319.70			\$ 13,200.00	
II. Matching Gift Contributions .....	8,325.00			\$ 600.00	
III. Interest Income .....	8,696.15			\$ 2,197.83	
IV. Misc. Income .....	50.00			\$ -	
Total .....				\$ 51,390.85	\$ 15,997.83
<b>EXPENDITURES:</b>					
I Transfer to Scholarship Account .....	\$ 15,000.00			\$ -	
II Student Competitions .....	-			\$ -	
III Special Projects .....	14,500.00			\$ -	
IV. Annual Meeting Costs .....	17,180.03			\$ -	
V. Operations, Misc. ....	930.62			\$ 173.56	
Total .....				\$ 47,610.65	\$ 173.56
Ending Balance, Sept. 30, 2015 .....				\$ 64,279.36	\$ 15,824.27
<b>LOCATION OF FUNDS:</b>					
U of A Foundation, Open Account .....	\$ 28,409.48			\$ 13,645.02	
U of A Foundation, Endowment Earnings Cash Fund .....	35,869.88			\$ 2,179.25	
Subtotal .....				\$ 64,279.36	\$ 15,824.27
U of A Foundation, Endowment Fund (Restricted), Net Asset Value .				\$ 203,212.31	\$ 970.84
Total AAME Assets .....				<u>\$267,491.67</u>	\$ 16,795.11
Prepared on 3/28/2016 by: Jeff Hayes, AAME Treasurer					
AAME: Honoring Distinguished ME Graduates, Promoting UA Mechanical Engineering					

04-09-2016 Final (6-20-16 update)

<b>ARKANSAS ACADEMY OF MECHANICAL ENGINEERING</b>			
UNIVERSITY OF ARKANSAS, ME BUILDING, FAYETTEVILLE, AR 72701, 479-575-4153			
<u>SCHOLARSHIP ACCOUNT REPORT</u>			
Dec. 31, 2015			
			Change from
			<u>9/30 Report</u>
Beginning Balance as of January 1, 2015 .....		\$11,055.24	
<b>INCOME:</b>			
I. Member Contributions .....	\$ 450.00		\$ 350.00
II. Matching Contributions .....	-		\$ -
III. Interest Income .....	76.47		\$ 22.07
IV. Transfers Into Account .....	15,000.00		\$ -
V. Misc. Income .....	-		\$ -
Total .....		\$ 15,526.47	\$ 372.07
<b>EXPENDITURES:</b>			
I. Scholarships to Students .....	\$ 14,000.00		\$ -
II. Transfers Out of Acct .....	\$ -		\$ -
III. Misc. Expenses .....	-		\$ -
Total .....		\$ 14,000.00	\$ -
Ending Balance, Sept. 30, 2015 .....		\$12,581.71	\$ 372.07
<b>LOCATION OF FUNDS:</b>			
U of A Foundation, AAME Scholarship .....		\$12,581.71	\$ 372.07

**COMMITTEE REPORTS:**

✓ **Membership Committee Report:**

Vice Chairman Jim Evans presented the membership report. He emphasized that the number of candidates that must be identified in order to induct a certain number of members is approximately four to five times the number of eventual inductees. For example, in 2016, 44 candidates were identified which resulted in 11 inductees (one inductee as a holdover from a previous year). Credit was given to Committee Chair Bob Norwood for his tireless efforts in working to increase the number of annual inductees. For 2016-2017, the Committee has set a target of 10 inductees. Approximately 40 candidates are needed to arrive at that final number. One candidate has been identified thus far for this cycle. 20 sponsors are needed to meet the election target of 10. Four members have volunteered so far. Jim solicited the assembled membership to volunteer to be sponsored. Treasurer Jeff Hayes noted that the Department maintains a database with information on graduates, and they can assist in contacting MEEG graduates. The By-law requirements for membership were summarized for the benefit of the Membership in their consideration of who they might nominate for induction. A round of applause was given for the outstanding efforts of both Jim and Bob on the Membership Committee.

✓ **Conduct and By-Laws Committee Report:**

## 04-09-2016 Final (6-20-16 update)

---

Zane Boatright and Bill Green presented the report of the Conduct and By-Laws committee. Three recommendations for proposed amendments to the By-Laws of AAME have been submitted. The first amendment (paragraph I.A.3) is to remove the limit on the number of active members that can be nominated in any year (currently the number is capped at 10). The motion was moved and seconded for acceptance, and carried unanimously. The second amendment is to update the language in paragraph I.A.4 to add “ABET accredited” to mechanical engineering department at universities other than the University of Arkansas – Fayetteville, and to increase the number of total non-UofA active members to 23, with no more than 2 being elected each year. The rationale for this amendment is to keep the number of non-UofA inductees in conjunction with the percentage growth of non MEEG members. (Non UofA nominees are allowed in order to recognize significant contributions to the MEEG Department – such as those made by Faculty members.) The motion carried unanimously. The final amendment is to paragraph I.D.2, to change the word “dues” to “contributions”. This amendment was also approved unanimously.

### ✓ **Fundraising Committee:**

The Fundraising Committee facilitated the aforementioned presentation on planned giving by Ms. Wood from the College of Engineering.

### ✓ **Finance Committee Report:**

Chairman Rob Porbeck presented the Finance Committee Report. 89 members submitted contributions for the year. (This is an increase of 7 over the 2014 contributing members (82)). It was noted that a matching gift of approximately \$4500 has increased the year’s income for 2015; approximately 20% of income has been from company matching contributions (10 members), so anyone who has the ability should solicit matching funds from their company. Income in 2015 exceeded expenditures by \$3780.20.

The proposed budget of 2016 has been drafted such as to maintain a balanced budget. Expenditures for 2014 and 2015 were averaged to arrive at the proposed 2016 expenditure number. The Annual Banquet budget decreased by approximately \$1400 in 2015. The proposed 2016 budget was voted on and accepted.

President Rasnic noted that the suggested gift from members is \$250 per year, however in recent years members have been solicited to give \$600, with the additional funds being directed to the Scholarship Fund.

### ✓ **Awards and Nominations Committee:**

Chairman Rick Couvillion congratulated Jack Murders on his award as a COE Distinguished Alumni.

### ✓ **Newsletter and Publicity Report:**

President Rasnic announced that Lamar Pettus has agreed to take over as Newsletter Editor (a position that President Rasnic has held for a number of years.)

### ✓ **Student Liaison Committee:**

Chairman Will Myers presented the Student Liaison Committee report. He noted that the committee worked with the University Career Development Center on the recent resume review session that was held for MEEG students. He noted that the volunteers for this event and the mock interviews did an excellent job. Jack Murders noted that his participation in the mock interview event was one of the professional highlights of his year. Bob Harrison noted that in some of the resume review sessions, the AAME members had been able to provide some valuable input to the Career Development Center personnel as to what industry looks for in resumes. The "Introduction to Machine Analysis" design competition was highlighted, which is part of Prof. Albers sophomore mechanical design class. Will noted that extra volunteers for the student liaison events are always needed, in case scheduled volunteers have to cancel for personal or professional reasons. Will summarized some of the practical design instruction that volunteers have given to the students.

### ✓ **ME SPECIAL PROJECTS REPORT AND BUDGET:**

Dr. Leylek discussed a number of items:

1. The MEEG department is the largest and fastest growing department in the U of A College of Engineering.
2. He noted the efforts of highlighting of the department's CDIO initiative. (CDIO (Conceive, Design, Implement, & Operate) is an initiative to help new graduates understand the actual design process as it happens in industry, and be equipped to function in industry immediately upon graduation. This initiative is being instituted at top academic institutions such as MIT.)
3. Three tenure track positions have been given to the MEEG department by the College.
4. The past year has been the best ever for research in the MEEG department. Outstanding research and the caliber of graduate students have resulted in grants to the department. A grant from the NSF for \$24M over 5 years has been received.
5. Dr. Leylek recognized Bob Harrison for his work in facilitating and developing industry contacts for the department via AAME.

He thanked AAME for their continued financial and moral support of the Department.

### **OLD BUSINESS/REPORTS:**

#### **A. Aligning the AAME Fiscal Year with the University of Arkansas Fiscal Year – Jeff Hayes**

Treasurer Jeff Hayes noted that there have been discussions of aligning the AAME fiscal year (currently calendar year) with the University of Arkansas fiscal year (July 1 – June 30). He noted that member gifts would still be categorized by calendar year for tax purposes. No prohibitions against this change exist in the By-Laws. The change was approved.

#### **B. Academy Leadership Forum Changes and Multi-Academy Functions – Bob Harrison**

Four years ago the Academy Leadership Forum was instituted, constituted by the Academy Presidents, In-Coming Presidents, and Department Heads. The objective of the Forum has evolved into a goal of having the Academies work together for the common good. One of the suggestions in this vein is for Academies to invite each other to various site visits, where multiple disciplines would benefit. Bob had suggested a reduced forum might be more conducive for action, and hosted a meeting of just the Academy Presidents at his house. It was

noted that at the Clean Harbors site visit, the company asked whether students could work on projects for them. This is being coordinated with the COE/MEEG, and a multi-disciplinary robotics project is in-work. He noted that the new Chancellor Steinmetz is on a “listening tour” of the various departments at the University. Dr. Leylek has already had such a meeting with the Chancellor. The challenges in the MEEG department (understaffing and underfunding) will hopefully be addressed.

### **NEW BUSINESS:**

#### **A. New Facility Initiative**

Deferred to Incoming President’s 2016-2017 Goals.

#### **B. Scholarship Pledge Discussion**

President Rasnic noted that AAME gave out \$15,000 in scholarships this year, commensurate with most of the other Academies; the Civil Engineering Academy, however, gave out approximately \$90,000 in scholarships this year. They conduct a “pass the hat” event at their annual meeting. In discussion among the membership, however, there was concern that this would result in undue levels of pressure on members. Additional discussion by the Board will be held, and suggestions from the Membership will be solicited.

#### **C. PRESIDENT’S GENERAL REMARKS**

The membership agreed that the venue of the Annual Meeting was wonderful, and the MEEG staff was complemented for their efforts in the planning and execution of the event. It was agreed that the suggested annual donation should be raised to \$300 to cover the cost of the banquet for members and their guests (currently, members are expected to pay, but collection of funds has not always been successful since not everyone remembers at or prior to the event to pay for the meals.)

### **---- RECESS FOR BOARD MEETING ----**

The Board of Directors convened. It was noted that Bob Norwood and Paul Ford will be exiting the Board, and incoming Board members will be Jim Bacon and Lamar Currington. The incoming President is Mac Hogan, and the President-Elect is Dr. Rick Couvillion.

#### **✓ FINAL COMMENTS AND INDUCTION OF NEW PRESIDENT**

Outgoing President Rasnic presented the incoming officers and incoming Board Members. Jeff Hayes will continue as Treasurer, and Cristine Wolf will continue as Secretary.

#### **✓ ELECTION OF OFFICERS FOR 2016-2017**

The incoming officers and Board of Directors members were elected by acclamation.

#### **✓ PLANS AND GOALS FOR 2016-2017**

President Hogan thanked Past President Rasnic for a good year, and noted that he is excited about the upcoming year for the MEEG department, and AAME. He noted that when he joined AAME he had been disappointed that the MEEG building and facilities were no bigger than when he had graduated, but that in the last years there have been dramatic changes in the department, with new equipment, new faculty, and new corporate

## 04-09-2016 Final (6-20-16 update)

---

partnerships having been instituted. He noted that the department faculty and staff have “put their shoulders to the wheel” and made a dramatic difference in the department. He used the example of an initiative in the 70s in the Arkansas Legislature to eliminate the College of Engineering from the University. Fortunately, this initiative was quashed, but it shows the need of highlighting the importance of the engineering disciplines to the University, and the state, in order to obtain the needed amounts of funding and support. Department Head Leylek emphasized how the current number of design projects (mini Baja, etc.) being pursued by the MEEG students and the number of students necessitate new and expanded facilities. The current building severely constrains the growth of the department. President Hogan would like to establish a committee to advocate for a new Mechanical Engineering building on campus, and is soliciting volunteers for membership. He noted that the committee will need to have a succinct analysis of the situation to prove the need for the new facility. He suggested that a competitive analysis of excellent border state educational institution facilities would be advisable. He noted that if an institution is not competitive in all areas, including facilities, that the attraction of top students, faculty, and industry research grants becomes more difficult. He noted that “you can’t do much winning if all you talk about is losing”, when describing the recent successful effort of his fraternity to build a new house on campus. He noted that there is a goal of \$5M of seed money to start the effort. Having AAME as stakeholders in the effort to raise this money from industry and interested parties would be a help, and he is asking AAME members to consider themselves as stakeholders in the process. This is a legacy opportunity for those members currently in AAME (but AAME and the MEEG department are not expected to come up with this money). Dr. Leylek noted that there has already been a commitment made by the University of Arkansas to break into the top 50 universities in the country by 2021.

President Hogan adjourned the meeting at 11am.

*Prepared and Submitted by Cristine L. Wolf, AAME Secretary*