

**APPROVED MINUTES OF 4th QUARTER PSNES MEETING VIA TELECONFERENCE
November 16, 2010 and
SUPPLEMENTAL NOTES – BOARD BUSINESS CONDUCTED IN DECEMBER 2010 VIA E-MAIL**

11:30 Welcome, Member Roll Call, and Announcements – Pat Loftus called the teleconference meeting to order, and after a roll call, confirmed a quorum to conduct business. (Thanks to Mark Lloyd of Westinghouse for contributing their toll-free conference line)

Board Participants:

Pat Loftus – President
 Rick Etling – VP/President Elect
 Doug Wood – Secretary/Treasurer
 Arthur Motta – Ex-Officio NE Program Chair with vote
 Kenan Ünlü (NE Faculty Member with vote, Ex-Officio RRSEC Director with vote)

PSNES Directors:

Jim Tusar
 Jim Stavely
 Ron Brown
 Ed Klevans
 Jeff Jeffries
 Mark Lloyd
 Joe Sholtis
 Len Pasquini
 James Stover

PSNES Members:

Board Proxy Votes (designated via e-mail to PSNES President):

Richard Gill

Other:

Zachary Van Horn – Ex-Officio ANS Student Chapter President (without vote)
 Tory Fryer – MNE Department
 Jennifer Theiss – College of Engineering
 Michael Pantano – 2010 Undergraduate Student Service and Leadership Award recipient

Old Business

- **Meeting Minutes Approval** - The September 23, 2010 Meeting Minutes were approved as written. (See Attachment 1). These minutes will be posted to the PSNES website.
- **PSNES Financial Report (Arthur Motta & Tory Fryer)**
 The status of the PSNES finances and account balances (relative to the September 23, 2010 reported balances) is as follows:

Cost Center	September 2010 Balance	Net Additions	November 2010 Balance
PSNES General Account	\$4297.26	\$150	\$4447.26
PSNES Student Awards	\$4050.00	- \$2000** + \$150	\$2200.00**

** The John J Brennan Excellence in Nuclear Engineering award and the PSNES Student Service and Leadership Award were both disbursed from the PSNES Student Awards cost center during this quarter. As the Brennan award is now endowed independent of PSNES, this award should have been paid from some other Department funding source. **Action: Arthur Motta committed to reimburse the PSNES Student Award cost center \$1000 for the amount of the Brennan award disbursed from that cost center.**

- After the \$1000 adjustment is made (see above), the PSNES Student Awards cost center balance (\$2200 + \$1000) will be sufficient to fund the \$1000 annual Undergraduate Service Student Service and Leadership Award for the three remaining years until it is permanently endowed in the spring of 2014.
- **Vote on PSNES Constitution Changes (All)**
 - The proposed changes distributed to the Board by e-mail prior to the meeting were discussed. These proposed changes included strictly editorial changes (capitalization, punctuation), changes to refer to the PSNES website in a consistent manner, the change of PSES to PSEAS for consistency with the new name of that organization, and the deletion of one-time constitutional provisions needed in 2008 and 2009 to stagger director terms and transition from annual to biennial elections.
 - The need to continue to limit At-Large Board members to two terms was discussed. It was pointed out that while turnover is good and should be encouraged, there are some situations where it may be in the interest of the Society to allow active board members to continue to serve in that capacity for three consecutive terms. There is presently a Board member that is interested in continuing to serve in that capacity if it were not prohibited by the Constitution. It was concluded that Board members should be limited to three consecutive terms, but that Officers should continue to be limited to two consecutive terms. **A motion was made and passed to modify Article V, Section 5 to change the At-Large Board member term limit from two to three consecutive terms while preserving the limit of two consecutive terms for officers (exclusive of the Vice-President / President-Elect as described in that Section).**
 - **A motion was made and passed that the proposed Constitution changes as modified be placed before the Board of Directors for one month (effective immediately) and subsequently approved by a special meeting or e-mail affirmation ballot of the Board of Directors, such that the resulting Constitution Amendment can be approved by the PSNES general membership during the First Quarter 2011 meeting in accordance with Article IX, Section 1.**
 - A consolidated set of proposed changes to the PSNES Constitution resulting from the meeting to be affirmed by the Board after being placed before the Board of Directors for one month (following December 6, 2010) are provided in Attachment 2. [It is noted in Attachment 2 that an additional typographical error identified after the November 16 meeting was corrected and included in the proposed Constitution changes provided to the Board for affirmation.]
 - [Note: On December 6 following the distribution of the proposed Constitution changes documented in Attachment 2, **a quorum of the PSNES Board of Directors voted by e-mail to affirm the changes as proposed.** Affirmative votes were obtained from 13 Board Members (Loftus, Etling, Wood, Gill, Klevans, Pasquini, Tusar, Ünlü, Brown, Stover, Lloyd, Jeffries, Sholtis).] See PSNES website for approved Constitution.

PSNES 2011 Election Process, Timeline, and Nominating Committee Report (Pat Loftus, Rick Etling, & Committee)

- The Nominating Committee reported that a full slate of candidates is not yet ready to present to the Board for approval. The following information regarding specific candidates and positions was reported:
 - The Nuclear Engineering Program has been solicited for possible candidates
 - Jeff Jeffries and Mark Lloyd do not plan to re-run for At-Large Board positions
 - Joe Sholtis, who was appointed to fill Rich Martin's Board position expiring in April 2011, is interested in running for an open At-Large Board position.
 - Ron Brown, who was appointed to fill Doug Wood's Board position (temporarily vacated during his interim appointment as Secretary-Treasurer until April 2011) is interested in either an At-Large Board position or the Secretary/Treasurer office. (Doug Wood will return to his original At-Large Board position in April 2011 through its April 2013 expiration).
 - No candidate has yet been identified for the Vice President/President-elect office, which represents a 6-year commitment. Board members interested in this position should contact Rick Etling.

- The election timeline is as follows:
 - Early December - Nominating Committee submit slate of candidates to the PSNES Board for approval
 - Mid-December - PSNES Board approve Nominating Committee slate
 - Mid-December - Program announce to the membership the approved Nominating Committee slate of candidates and the beginning of the 30-day open nomination and self-nomination period (required by the Constitution to be 3 months prior to election)
 - Mid-February - post final slate of candidates on the PSNES website and send out announcement to membership to initiate electronic election period. (The Constitution calls for a minimum one-month electronic election period. It is planned to have an active voting period of approximately two months, closing the elections so the results are available prior to the 2011 Annual Meeting, tentatively scheduled for the morning of April 16, 2011)
 - Prior to April 16, 2011 – Program close voting and Board tally results
 - April 16, 2011 - PSNES Board announce election results. Turnover and commencement of new terms will occur after the Annual Meeting. (Although not a Constitutional requirement, ideally the election is completed in time so that election results are announced at the Annual Meeting.)
- [Note: The Nominating Committee submitted the following slate of candidates to the PSNES Board for approval on December 6, 2010:
 - Vice President/President-Elect – James Stavely
 - Secretary/Treasurer – Ron Brown
 - 4 At-Large Director positions (to fill a maximum 9 slots per the PSNES Constitution)
 - Director – Joe Sholtis
 - Director – Jim Tusar
 - Director – Rachel Heath
 - Director – Open]
- [Note: On December 6 following the distribution of the Nominating Committee slate of candidates, a **quorum of the PSNES Board of Directors voted by e-mail to approve the Nominating Committee slate of candidates as proposed.** Affirmative votes were obtained from 13 Board Members (Loftus, Etling, Wood, Gill, Klevans, Pasquini, Tusar, Ünlü, Brown, Stover, Lloyd, Jeffries, Sholtis).]
- [Note: on December 21 following the approval of the Nominating Committee slate of candidates, the Program sent an announcement to the general membership defining the approved Nominating Committee slate of candidates (thereby satisfying the 3-month notice requirement), opening the 30-day self-nomination period (ending January 21, 2011), and providing a link to the PSNES election website for further information.]
- **2010 PSNES Service and Leadership Award Result (Award Committee)**
 - This year’s award went to Michael Pantano, who was present at the meeting. Michael gratefully acknowledged the award and expressed that the award has significant meaning to him and has helped to defray the cost of attending summer school this year. He enjoys the involvement with the Program and the student ANS Section, and appreciates the extra recognition the award has provided for his extracurricular service and leadership activities.
 - Because the former PSNES Academic Excellence award is now fully endowed as the John J. Brennan Excellence in Nuclear Engineering Award and the recipient is selected by the Nuclear Engineering Program, it is no longer under PSNES purview.
 - There were several small problems this year with the timeline, low number of nominees, and submittal of a nomination for an unqualified applicant. Arthur Motta admitted that the process got off to a slow start in part due to lack of publicity for the nomination process and that the request for extension of the nomination deadline was due to the low number submitted. (Only one eligible application was received, but the selection committee recommended the award be given to that candidate due to the strength of the application.) It was concluded that the application and nomination process was fundamentally adequate with the following minor suggestions for the future:
 - The eligibility requirement should be highlighted in some manner on the nomination forms
 - Announcements should be made about the award and the need for timely completion of nominations at the beginning of the Fall semester by the Program faculty or staff both in classes attended by Nuclear Engineering juniors and in staff meetings

- The award should also be announced by the ANS Student Section early during the Fall semester
 - The Program should screen submitted nominations to the eligibility requirements before submitting the materials to the PSNES selection committee
 - Pat Loftus and Jim Tusar thanked the Award Committee for their diligent work on the application package and selection.
 - It was reiterated that the undergraduate student awards continue to be one of the 3 priorities and focus areas for PSNES.
- **Nuclear Engineering Student Networking and Mentor Program (All)**
 - The program was launched in October through announcements by the Program to students and the posting of several resources on a PSNES Mentoring page of ANGEL. The posted PSNES resources include documents created by PSNES or modified from PSEAS generic resources
 - Welcome letter to students
 - Network & Mentor Program process description & flow diagram (adapted from PSEAS)
 - Guidelines for the Mentor (adapted from PSEAS)
 - Guidelines for the Student (adapted from PSEAS)
 - Developing a Strong Professional Network (from PSAA Alumni Career Services)
 - The Board reiterated its commitment to the student mentoring program as one of the 3 PSNES priorities. Rick Etling thanked those contributing to developing the resources and volunteering to be mentors for their part in successfully deploying the program this fall.
 - The Program has provided PSNES Board members, NucE students, and selected staff access to the PSNES Mentor space. Presently, resumes for 6 PSNES alumni volunteer mentors have been uploaded (Stavelly, Wood, Etling, Tusar, Sholtis, Loftus).
 - Students will be able to screen, select, and contact Alumni network/mentor volunteers using information posted on ANGEL. Unlike some other department mentoring programs, PSNES has elected to have a student driven mentoring strategy with strong reliance on the student taking the initiative to select and make contact with Alumni network/mentor volunteers.
 - On October 1, 2010, Jim Stavelly met with ten NucE students (as arranged by Zach Van Horn, ANS Student Chapter President) for about 2 hours at the Corner Room. This face-to-face discussion resulted in the following observations and validated certain attributes of the PSNES program:
 - The program is really a networking and mentor program (rather than a classic one-on-one mentor program) characterized by impromptu, one-time, and/or multiple contacts to one or more mentor volunteers initiated by a student. Structured or periodic contacts are not part of the program.
 - The mentor resumes should be posted on ANGEL and include a complete career timeline to facilitate student screening of candidate mentors.
 - Use of ANGEL is principally by students, so the mentors do not have to be frequent or experienced ANGEL users.
 - Some means of monitoring ANGEL networking and mentor traffic to assess use and effectiveness of the program without burdening students (or mentors) with a survey is recommended.
 - Face-to-face opportunities for students to interface with alumni (such as Jim's Corner Room meeting) are a worthwhile supplement to the ANGEL resources and phone and e-mail contacts.
 - An impromptu survey was conducted on the call as to whether any of the mentor volunteers had been contacted by students. Three of the mentors reported a total of 8 student contacts (in addition to the Corner Room meeting) to date.
 - The Program was asked to encourage other alumni contacted through various outreach communications to volunteer for this program, and any Board meeting attendees wanting to volunteer were encouraged to provide their profile and mentor resume to Tory for upload to ANGEL.

Action (Tory): Include an "article" in future alumni outreach communications encouraging alumni to become network/mentors by providing their information to the Program.

New Business

Department, Program, RSEC, & Student ANS, PSMES News / Updates

- **MNE Departmental Update (Karen Thole) – None**
- **Nuclear Engineering Program Report (Arthur Motta)**
 - The Program is presently engaged in a faculty search for a junior-level (PhD +5 year) “best athlete” candidate in the power area (November 2010 Nuclear News page 115). Nationally, Nuclear Engineering programs are competing for faculty candidates for about 25 known positions.
 - Penn State is actively pursuing funding opportunities in the NEUP (Nuclear Energy University Programs) arena.
 - The Senior Capstone Design program is expecting 4 to 5 proposals. It is likely that viable proposals will be accepted as is if the content aligns with curriculum objectives and available Program faculty knowledge. The NucE 431 course series is being revamped into 2 core design sections and other sections will be created for other design topics under the leadership of Dr. Kim and Dr. Brenizer. The nuclear design sections are capped at a combined 45-student limit due to limitations in the available Westinghouse core design mentors.
 - Dr. Motta reported that the ANS Fall Meeting, from which he just returned, was well attended, with many department heads in attendance and many faculty and student papers, presentations, and posters.
- **RSEC Report (Kenan Ünlü)**
 - The previously announced DOE-NNSA Global Trust Research Initiative (GTRI) involving Penn State, MIT, and Texas A & M for creation of a Nuclear Security Education Program is now ongoing.
 - DOE-Office of Science 2-year RSEC grant work involving the facility’s Industrial Isotope production processes and research on certain Medical Isotopes (that are not Mo-99 related) is also now in progress.
 - The NRC conducted a triennial inspection of the facility this quarter that was very positive.
 - The \$6.5M proposal submitted to NIST for the expansion of the RSEC was not awarded to Penn State. There was significant competition for the existing funding, and only 10 of the 103 proposals were accepted. The facility plans to resubmit the proposal.
 - \$2M has been approved for electrical and HVAC renovation for one wing of the RSEC. The work will commence in January 2011.
- **Student ANS Report (Zach Van Horn)**
 - The recent joint nuclear engineering program tailgate for the University of Michigan PSU home game was a success, with a number of Michigan students and alumni attending.
 - The Section is planning one more meeting prior to year end.
 - The Section has announced and is actively promoting the PSNES networking/mentor program (e.g., October 1 meeting with Jim Stavely as reported above)
 - The section is moving their elections to February starting this coming year to better facilitate better leadership transition and eliminate wasted time at the beginning of the Fall semester.
 - This is the first year the ANS students participated in the THON charity fundraiser as a group. It is likely to become an annual activity.
 - The ANS Student Section is interested in reviewing the PSNES time capsule proposal when it is done to provide input to content and location (see discussion below).
- **PSEAS (Jennifer Theiss, Ron Brown)**
 - The College of Engineering Entrepreneurship Program has encountered an issue as part of their pilot mentoring program involving the rights of ownership of intellectual property (IP) concepts and details that have been disclosed and discussed between the College, the student, and student mentor. The College plans to continue to resolve this issue during 2011, and is soliciting additional alumni to volunteer to participate in the process. Ron Brown, due to his legal IP background and association with the PSNES, will be receiving an invitation from Dean Wormley to participate.

- **PSMES Report (summary of written report provided)**

A written report on the October 20 meeting of the PSMES Board was provided by Bob Jepson prior to the meeting but was not discussed on the teleconference. Highlights of the written report are summarized as follows:

- Mentoring Program – 37 new juniors were assigned to mentors this fall. This number is lower than prior years without a clear understanding as to why. A total of 80 students are currently shown as active in the program.
- Networking – The PSMES is considering merging its mentoring networking into a PS Alumni Association subgroup, thereby eliminating the need to maintain an independent networking system. PSMES is also considering using Linked-In for alumni & mentoring networking. It appears to have sufficient controls to manage information sharing for these specific groups.
- Interactions with Student ASME Chapter – PSMES and ASME students had a successful joint tailgate, although alumni participation was low. Continue to try to recruit alumni speakers for ASME student functions.

New Alumni Outreach Initiative Proposals

- **PSNES Website Updates**

- Pat Loftus and Doug Wood reiterated the need to upload the PSNES Board Meeting minutes to the website so that all PSNES members will have access to them. In addition, it will eliminate the need to attach more than one meeting minutes to each set of meeting minutes. A complete set of electronic files of meeting minutes are needed to upload. **Action: All Board members having copies of these documents are asked to forward them to Doug, Pat, and Tory for that purpose as soon as possible.**
- In addition to providing information, provisions need to be available on the website to
 - allow alumni to sign up as networking resources or student mentors
 - accept contact information for new PSNES members
- Various means of reaching alumni that have not signed up as PSNES members were discussed. “Snail Mail” is very expensive and is not particularly effective in eliciting responses from alumni. An electronic “newsletter” was suggested as a possible mechanism to publicize the PSNES website, provide information, and ask for specific and focused support from alumni. In addition, such a newsletter can stimulate interest in certain topics or activities at key times that can’t be accomplished by static information residing on the website. **Action: Joe Sholtis agreed to e-mail a list of suggested topics or articles to Tory that may attract interest from alumni.**
- The recurring issue of engaging recent graduates was discussed. The Program reminded the board that they retained student accounts and ANGEL access for a certain period after graduation and signed all recent graduates up as PSNES members. However, as soon as their contact information changes, they are “lost in the system” absent initiative on their part to stay connected to PSNES. It was also pointed out that (with the exception of students that stay on for graduate studies), the interests of recent graduates are focused on their careers or family priorities rather than the Program and alumni activities. Interest in re-connecting with the program needs to be stimulated in some way. It was concluded that this is a difficult hurdle that deserves continued attention.
- Some of the meeting attendees admitted that they had not looked at the PSNES website recently and were unable to provide specific feedback at the meeting. **Action: All members were asked to provide feedback on the website to Joe Sholtis, who will consolidate it and work with Tory (and the Board if needed) on improvements.**
- Access to PSNES member contact information by other PSNES members continues to be a topic of discussion. Tory reiterated the University has restrictions regarding allowing alumni direct access to contact information of other alumni, resulting in the need for the Program to be the clearing house for most outgoing PSNES information and incoming alumni contact information.

New Recognition Initiatives Proposals

• PSNES 10th Anniversary (2011)

- The 10th anniversary of PSNES is approaching, and the exact date of the anniversary will depend on what event or events define the start of PSNES. Ed Klevans reported that although pre-formative discussions began in 2001, the first formal Board meeting was not held until 2003.

Action: Ed Klevans & Pat Loftus agreed to go through available records and distribute relevant information on this topic to support further discussion as an agenda item for the next meeting.

• New Recognition Proposal – NucE Time Capsule (Jennifer Theiss & Joe Sholtis)

- Jennifer Theiss has identified Jackie Esposito as a University resource that has some experience with time capsules and associated existing University guidelines. There is an existing time capsule in the HUB floor that is visible through the floor to pedestrians. Jordan Ford, PSU Development, knows more about the HUB time capsule. University guidance includes:
 - The HUB model is recommended (indoors in the floor of a building). The location and setting should support creating a display or historical marker that provides context and awareness to the time capsule. As with the HUB time capsule, it should be easily retrievable.
 - There are no rigid requirements or guidance for electronic format capsule contents except to exercise caution. Photos and printed documents are the safest media.
- Joe Sholtis provided a report of his findings since the last meeting. His conclusion is that a time capsule is a viable undertaking for PSNES with financial and logistical support from other University entities. His conclusion is supported by the following:
 - There is at least one visible and successful precedent at Penn State.
 - Based on information from other PSU organizations, the cost of the time capsule itself may range from \$100 to \$5000, depending on content, size, and complexity
 - Using electronic media will drastically reduce the volume of the capsule, subject to the cautions above (related to the ability to extract the electronic content many years into the future). It may be a viable option to plan for a non-public opening of the capsule before its public opening to reformat and re-encapsulate electronic media if there is reason to believe it could degrade or become incapable of being read in the future.
 - The installation and location costs will exceed the capsule costs. PSNES will need a sponsor within the University in that regard.
- If PSNES decides to move forward, certain details need to be defined to support PSNES approval and discussions with other University entities needed for assembling and installing the capsule in a permanent setting. These include defining the storage media, the volume and shape of the capsule, target opening date (25 or 50 years?), theme for the contents, etc.
- Both the Board and the ANS Student Section President agreed that if the initiative moves forward, student input is desired prior to finalizing the details. Zach Van Horn said the Student ANS will be willing to review proposals and provide feedback.
- After discussion, it was decided to proceed with this initiative by developing a proposal that is sufficiently detailed for Board approval. **A motion was made and approved to formally capture Board concurrence to continue to refine the details of this initiative.**
- **Action: The Committee (Joe Sholtis, Jennifer Theiss, & Ed Klevans) agreed to bring a formal proposal to the Board for approval.** Jennifer volunteered to take the lead on developing the costs with help from the Operating Plant Department.

2010-2011 PSNES Priorities and Focus Areas

The following were recognized as the present and ongoing priorities and focus areas:

- NucE Undergraduate Student Service & Leadership Award Implementation
- Nuclear Engineering Student Networking & Mentor Program
- Alumni Outreach

Upcoming Events and Meetings

- January 31, 2011 - MNE Recognition Event (Banquet)
- January 31, 2011 - 1Q11 PSNES Meeting (via telecon) to be scheduled on January 31 to coincide with MNE recognition activities. PSNES members attending on campus can participate in the call together.
- April 16, 2011 (Blue/White Weekend) – PSNES Annual Meeting and Board turnover (at PSU via dial-in)

Adjourn - at approximately 1:03 PM.

ATTACHMENT 1

APPROVED MINUTES OF 3rd QUARTER PSNES MEETING (Teleconference) September 23, 2010

11:30 Welcome, Member Roll Call, and Announcements – Pat Loftus called the teleconference meeting to order, and after a roll call, confirmed a quorum to conduct business.

Board Participants:

Pat Loftus – President
Rick Etling – VP/President Elect
Doug Wood – Secretary/Treasurer
Arthur Motta – Ex-Officio NE Program Chair with vote

PSNES Directors:

Jim Tusar
Jim Stavely
Ron Brown
Dick Gill
Ed Klevans
Jeff Jeffries
Mark Lloyd

PSNES Members:

Joe Sholtis

Board Proxy Votes (designated via e-mail to PSNES President):

James Stover
Kenan Ünlü (NE Faculty Member with vote, Ex-Officio RRSEC Director with vote)

Other:

Zachary Van Horn – Ex-Officio ANS Student Chapter President (without vote)
Tory Fryer – MNE Department
Don Lenze – College of Engineering
Karen Thole – MNE Department Head (part time)

Old Business

- **Meeting Minutes Approval** - The April 26, 2010 Annual Meeting Minutes were approved as written. (See Attachment 2)
- **PSNES Financial Report (Tory Fryer)**
The status of the PSNES finances and account balances (relative to the April 26, 2010 reported balances) is as follows.

Cost Center	April 2010 Balance	Net Additions	September 2010 Balance
PSNES General Account	\$3370.16	\$927.10	\$4297.26
PSNES Student Awards	\$2050	\$2000	\$4050.00

- The net additions are principally due to alumni contributions
- There are sufficient funds in the student awards account to fund the \$1000 annual Undergraduate Service Student Service and Leadership Award for the four remaining years until it is permanently endowed in the spring of 2014
- **PSNES 2009-2010 Undergraduate Student Awards Report and Sustainability Update on Sustainability of the Awards (Don Lenze)**
 - There have historically been two annual PSNES Undergraduate Student Awards, one for service & leadership and one for academic excellence.

- Because the former PSNES Academic Excellence award is now fully endowed as the John J. Brennan Excellence in Nuclear Engineering Award and the recipient is selected by the Nuclear Engineering Program, it is no longer under PSNES purview.
- Pat (Beecher) Loftus has graciously pledged to contribute funds to permanently endow the present PSNES Student Service and Leadership Award by the spring of 2014. An Award Committee including PSNES representation will continue to assist in selecting the award recipient both in the interim period and beyond its permanent endowment according to the endowment plan.
- **Resolution Passed by the Board: PSNES will financially underwrite the \$1000 cost/year of the PSNES Service and Leadership Award until it is fully endowed by 2014 (4 years, 1 award/year @ \$1000 each) based on the availability of sufficient balance in the PSNES Student Awards Cost Center.**

Update from Awards Committee (Jim Tusar)

- It was reiterated that the undergraduate student awards are one of the 3 top priorities for PSNES
- It was acknowledged that at the present time, the \$1000 Undergraduate Student Service and Leadership Award, with the recipient selected by the Award Committee, is the only active PSNES student award.
- As in the past, the intent is to announce the award recipient and provide the monetary consideration each fall and present the award at the MNE Recognition Event so the recognition can be reflected on the student's resume.
- The following timeline was established for the 2010-2011 award cycle. At the request of Arthur Motta, it was agreed that the dates for the nomination deadline, decision, and announcement could be extended one week due to a delay in distributing the nomination package to the Nuclear Engineering faculty [bracketed dates]. This request was made in the interest of obtaining quality nominations.
 - Call for nominations published – September 10, 2010
 - Nomination deadline – September 30, 2010 [October 8, 2010]
 - Decision – October 13, 2010 [October 20, 2010]
 - Announcement – October 18, 2010 [October 25, 2010]
- This year a minor change was made to the application form to properly reflect its sole intended use to select an award recipient.
- **Nuclear Engineering Student Mentoring Program Commitment and Startup**
 - The Board reiterated both its commitment to the student mentoring program as one of the 3 PSNES priorities and its intention to launch the program during the Fall 2010 term.
 - PSNES will initially launch its student mentoring program in Fall 2010 through a combination of e-mail solicitations, faculty class announcements, and electronic ANGEL postings and resources. Students will be able to screen, select, and contact Alumni network/mentor volunteers using information posted on ANGEL. Unlike some other department mentoring programs, PSNES has elected to have a student driven mentoring strategy with strong reliance on the student taking the initiative to select and make contact with Alumni network/mentor volunteers.
 - This strategy has the full support of the PSU ANS Student Chapter Leadership. PSNES, the Nuclear Engineering Program, and the PSU Student ANS are fostering opportunities to supplement the program with face-to-face interaction between students and career professionals.
 - Pat Loftus, Jim Stavely, Jim Tusar, Joe Sholtis, Rick Etling, Doug Wood, and George Smith have agreed to be Alumni network mentors. Tory Fryer is available to assist Alumni network/mentor volunteers in getting their biographical and contact information onto the ANGEL site. **Action: Any Alumni network/mentors who have not yet provided their information were urged to do that as soon as possible.**
 - It was stressed that all possible mechanisms to announce and promote the program be used, including e-mail, ANGEL postings, Program announcements, faculty announcements during classes, and whenever possible, face-to-face opportunities where students and mentors can socialize and exchange information.
 - To maximize the appeal and effectiveness of the program, it was stressed that the program recognize both longer-term student-mentor relationships and short informational interviews and question/answer situations where students can ask one or more Alumni network volunteers for information without further commitment.

- An action carried forward from the April 26 meeting to prepare a student invitation to use the program and explain how it works suitable for posting on ANGEL was again suggested. **Action: Tory Fryer will write a draft of this communication for PSNES review to support launching the program as soon as possible.** This communication should also identify focus areas and benefits of the program such as career counseling, resume review, etc.
- Joe Sholtis passed on a lesson learned from a similar initiative at the University of New Mexico to make sure the program and infrastructure are ready when you start to advertise it to the students. Another pointer was that the mentor biographical information include a complete career history since this information is important to many students in selecting a mentor.
- Zach Van Horn stressed that the students desire as many opportunities for face-to-face contact with Alumni as possible, and urged Nuclear Engineering Alumni volunteers to check in with the Program or PSU Student ANS branch whenever visiting University Park. Lunch, dinner, reception, “career fairs”, and social hour venues are particularly helpful for the students in helping them screen mentors and decide what they may want to discuss with them. Some of the expected student interest is advice on course selections, discussion of possible internships or student projects, resume reviews, career path discussion, advice on career paths for various levels of education, etc.
- **New Recognition Proposal – NucE Time Capsule (Joe Sholtis)**
 - Joe Sholtis explained that his ad-hoc proposal that PSNES consider burying a time capsule was motivated both by the recent commemoration of the 50th anniversary of the Program and the PSNES tabling of the living memorial initiative.
 - Jennifer Theiss had reported by e-mail that there is a PSU precedent for a time capsule in the floor of the HUB. The advantage of such a location is that it will not be lost in time and can be designed in a way to make it visible through the floor and easy to retrieve. Don Lenz reported that Karen Thole had a vision to create a MNE lounge in the Reber building in the future, and that such a lounge might be able to incorporate such a time capsule into its design. Having the capsule within MNE Department space could also create opportunities for cost sharing between PSNES, the MNE Department, and the University. Arthur Motta said he could support the idea if the group proposed a viable concept.
 - After discussion, the Board requested that someone further investigate the feasibility, conceptual details, and cost for such a time capsule and bring a proposal to the Board at a future meeting for action. **Action: Joe Sholtis agreed to lead a small committee to study the idea further and if warranted, bring such a proposal to the board. Don Lenz said he and Jennifer Theiss can assist on campus, and Ed Klevans also volunteered to assist.**

New Business

Department, Program, RSEC, & Student ANS News / Updates

- **NME Departmental Update (Karen Thole)**
 - Dr. Thole acknowledged the appointment of Dr. Arthur Motta as the new Nuclear Engineering Program Chair and Tory Fryer as the new program assistant and PSNES interface, taking the place of Dr. Jack Brenizer and Traci Shimmel, respectively. Karen thanked Jack and Traci for their hard work and service to the Program and welcomed Arthur and Tory in their new roles.
 - Dr. Thole thanked PSNES for their support of the Nuclear Engineering program in the form of the undergraduate student awards as well the financial support of individuals to fund the awards and general account.
 - There are presently 120 Nuclear Engineering juniors, a historic high for the department. Of these, 90 are Nuclear Engineering majors and the balances are in the NucE/ME dual degree program.
 - The record enrollment has caused the need for a curriculum review to address scaling up for the increased enrollment as well as reviewing the relevance of the course materials and faculty expertise.
 - The Capstone senior curriculum that focuses on hands-on design experience is receiving increased attention; the ME Capstone program is being used as a model for NucE. In particular, the Westinghouse senior design projects can only accommodate 52 students and there is a desire for project diversity for the remaining sections. The NME department, the NucE Program, and the Nuclear Power Advisory Board (represented by Rick Etling) were all optimistic that additional corporate support would be offer to meet the challenge for the spring senior design projects. The

department is also considering expanding the Capstone concept to a junior-level design course that will better prepare seniors for the senior design projects.

- Other personnel changes in the NE Program include the recent addition of Associate Professor Igor Jovanovic, whose research and academic interests include reactor physics, nuclear fusion, nuclear materials security, nuclear detection for nonproliferation applications, and forensics. Dr. Jovanovic comes to us from Purdue, where he was an Assistant Professor of Nuclear Engineering. Dr. Jovanovic brings 6 graduate students and 6 funded projects to Penn State, and plans to introduce a new nuclear fusion course this year.
- Kenan Ünlü will be managing work through a National Nuclear Security Agency (NNSA) grant to study nuclear safety issues and related programs. Texas A&M and MIT are also participating in this grant.
- Dr. Thole acknowledged the PSNES focus areas of undergraduate student awards, student mentoring, and increased engagement of alumni and reiterated that she and the Department support these priority areas. She mentioned that if PSNES decides to pursue the idea of a NE time capsule, that project was of interest to her.
- In response to a question regarding how recent cutbacks at the university level (as much as a \$15 million shortfall next year) were expected to impact Nuclear Engineering, she indicated that it is too soon to know how it will affect future faculty hires which are managed at the College level. She does not expect any faculty cutbacks in the NME Department.
- **Nuclear Engineering Program Report (Dr. Arthur Motta)**
 - The size of the student enrollment is creating a buzz in general terms, and specifically, is straining the resources of the Program. The NucE 135 seminar class can no longer fit in the 110-seat auditorium used for that class.
 - The NucE 135 seminars are being recorded on video media. The program for this school year is filling up with high quality speakers. NRC Commissioner George Apostolakis is one of the Spring speakers.
 - There were 49 Nuclear Engineering BS degree awarded last May.
 - There is new research coming into the department.
 - Although there is no formal source of data for job offers for NucE Program graduates,
 - As of last May, of 22 grads surveyed, 12 did not have a job offer. Several of them returned to graduate school, several had jobs in the military, and some are still looking.
 - The number of NucE graduates with no job offers last May appears to be higher than recent years, but also appears to be lower than other majors.
 - There appears to be a soft job market this year due to the economy in general.
- **RSEC Report (written report provided by Kenan Ünlü, RSEC Director)**
 - DOE-NNSA GTRI has awarded a grant to Penn State, MIT, and Texas A & M for creation of a Nuclear Security Education Program. Penn State will be working with Professor Lanza from MIT and Professor Charlton from Texas A & M on this program.
 - DOE-Office of Science granted two year funding to RSEC to streamline the facility's Industrial Isotope production processes and to perform research on certain Medical Isotopes (that are not Mo-99 related).
- **Student ANS Report (Zach Van Horn)**
 - There are approximately 50 paid members of the chapter. 70 students attended the first fall meeting.
 - The student chapter is emphasizing outreach activities for both the general public and student members. These include
 - Breazeale Reactor family weekend
 - Boy Scout Saturday (repeat of successful spring 2010 event)
 - Varied social activities
 - The student chapter is promoting the spring 2011 ANS National Student conference. Due to a lack of early publicity, the 2010 conference at the University of Michigan was not as well attended as it could have been.
- **PSMES Report (written report provided)**
 - A written report on the recent activities and accomplishments of PSMES was provided for the meeting but was not discussed on the teleconference. It is provided in its entirety in Attachment 1 to these minutes.

PSNES Board Actions

- **Board Vacancy through 2011 Election – Resignation of Dr. Rich Martin**
 - Pat Loftus announced that PSNES received notice that Dr. Rich Martin has resigned to pursue medical school. The Board was reminded that the position may remain vacant or the Board may appoint a replacement for the remainder of the term. Rich Martin's term ending in 2011.
 - Joe Sholtis confirmed his interest in serving as a Board member for this period if the Board chooses to appoint a replacement.
 - **Resolution Passed by the Board: Joe Sholtis shall be appointed to serve as PSNES Board Member for the remainder of Rich Martin's term expiring in 2011.**
 -
- **PSNES Board of Directors Orientation Briefing Update**
 - Pat Loftus reminded officers and board members that a document describing each of the Board offices, positions, and associated responsibilities had been distributed by e-mail. There was no further discussion on this topic.
- **2011 PSNES General Election & Board Nominating Committee Formation**
 - Rick Etling reminded the Board that elections were coming up and that a Nominating Committee was needed to develop the slate of candidates for open positions.
 - Rick Etling will chair the Nominating Committee. Dick Gill, Mark Lloyd, Jim Tusar, and Jim Stavely volunteered to be members of the committee.
 - The slate of candidates and timeline for the elections will be on the agenda for the November meeting.
- **PSNES Constitution Updates**
 - Pat Loftus identified the needed for a review of the PSNES Constitution. Proposed changes will be distributed and considered at the November 2010 PSNES meeting.

New Recognition Initiatives Proposals

- **None**

Alumni Outreach – Suggestions for PSNES Articles or Events

- **Alumni Outreach as a PSNES Priority & Focus Area**
 - The Board affirmed that alumni outreach will continue to be one of the three PSNES priorities and focus areas. PSNES will continue to look for more effective ways to expand the active alumni base and engage alumni in ways that support the Nuclear Engineering Program.
- **University Alumni Database Update and PSNES Access to its Information**
 - Tory Fryer and Don Lenze explained that the university constantly updates its alumni information database with the latest and best available information. There are certain approved "appropriate" uses for which personal or contact information may be used within the university, but Tory is not certain whether PSNES has access to all Nuclear Engineering alumni information in the university database for the purpose of contacting NucE alumni. Tory is certain that PSNES does have access to alumni information for those that have registered as PSNES members.
 - Tory indicated that the Program is able to access a list of approximately 1400 NucE alumni, and has used this list to invite recipients to join PSNES. Obviously, it is advantageous to the Program for alumni to provide mailing addresses and e-mail addresses, recognizing that mail addresses tend to be more stable but e-mail mailings cost virtually nothing. The MNE department also sends a printed newsletter magazine to its ~13,000 alumni, in which there have been requests for alumni to sign up as members of PSNES and PSMES.
 - Joe Sholtis reiterated recent experience at University of New Mexico where through solicitations related to an alumni directory update (with opportunities for the recipient to release or conditionally release their contact information), the Nuclear Engineering program there was able to significantly increase the percentage of its alumni for which they had contact information.
 - The Board agreed this subject warrants further discussion. **Action: Joe Sholtis agreed, with the help of Tory Fryer (and Jennifer Theiss), to seek further information on the feasibility of using university data to reach more of our NucE alumni and engage them in PSNES.**

- **Corporate and Alumni Sponsors for Senior Design Projects**
 - A short-term priority for alumni outreach is to identify organizations and volunteers that can support the increase in (and expected ongoing) demand for meaningful and challenging Senior Design Projects relevant to the nuclear engineering field in the Spring 2011 semester.
 - **Action: Dr. Motta will send an invitation for proposals describing requirements and expectations for outside sponsorship of Senior Class Projects to the e-mail distribution for the PSNES Board.**
- **Other Actions**
 - Board Members to provide contact information updates to Pat Loftus.
 - Arthur Motta to communicate any formal plans for a gathering at the Winter 2010 ANS Meeting location in Las Vegas. (The Program indicated that the West Coast reception was under review. Alumni are encouraged to provide the program with feedback on the value of the reception (East, West Coast).)
 - PSNES Website is a key element of alumni outreach. A PSNES update is needed including the addition of the Nuclear Engineering Mentor Program as well as to enable the 2011 on-line election process.
 - The Program indicated intent to begin a junior level design project initiative starting in the next academic year. Corporate and Alumni Sponsors will be needed. The Program is to provide additional information when the time is right.

Adjourn - at approximately 1:13 PM.

Attachment 2

Proposed PSNES Constitution Changes Distributed to the PSNES Board on 12/6/2010 for Affirmation Vote

For clarity, the entire Constitution is reproduced below this box with the proposed changes defined by the legend below. The proposed changes, marked with margin revision bars for ease of identification, consist of

- proposed changes distributed to the Board prior to the November 16 meeting by e-mail
- changes made to Article IV Section 5 changing the term limit for At-Large Directors from two to three consecutive terms (as defined by a Board-approved motion at the November 16 meeting)
- deletion of the first "the" in the Article IV, Section 2 first paragraph phrase "or the in the case of" as corrected in the December 6 e-mail from Pat Loftus to the Board requesting a vote affirming the proposed Constitution changes

Legend: Insertions are shown as underlined
 Deletions are shown as ~~strikethrough~~

Alumni & Friends - PSNES - Constitution

Article I. Name

The name of this organization shall be the Penn State Nuclear Engineering Society, hereinafter referred to as PSNES or the Society. This Society shall be an affiliate group of the Penn State Engineering Alumni Society (PSEAS).

Article II. Purpose

The purpose of this organization shall be to promote fellowship and communication among the alumni, faculty and students of the Nuclear Engineering Program (NE or Program) in order to work for the improvement of the Program, the Mechanical and Nuclear Engineering Department, and the College of Engineering.

Hereinafter, reference to Program graduates or alumni includes reference to alumni of the former Department of Nuclear Engineering.

Article III. Membership

Section 1.

Members - All living graduates of Program who have indicated a desire to be a member of PSNES are automatically members.

Section 2.

Associate Members - Penn State graduates who are not nuclear engineering graduates but who desire to become a member of PSNES can do so by either self-nomination or by nomination by a member. Such a request must be made in writing.

Section 3.

Honorary Members – When appropriate, the Board of Directors may designate non-alumni as Honorary Members in recognition of acknowledged eminence in some area of engineering or who have rendered outstanding service to the Program. Honorary Membership requires approval by a majority vote of the Board of Directors.

Article IV. Organization

Section 1.

A Board of Directors shall govern the general affairs of PSNES; the Board shall consist of:

- (a) the Society Officers: President, Vice-President/President -Elect and Secretary/Treasurer
- (b) the Chair of the Program, ex officio with vote
- (c) the Director of Radiation Science and Engineering Center, ex officio with vote
- (d) a current NE faculty member
- (e) the PSNES immediate past president
- (f) six to nine members to be elected at-large, ~~and~~
- (g) the President of the PSEAS or designee (~~ex officio without vote~~), and,
- (h) ~~the~~ ANS student section president (~~ex officio without vote~~).

Section 2.

All actions of the Board of Directors shall be decided by majority vote when a quorum is present. A majority vote is defined mathematically as one (1) plus half of those Board members who are present (either physically or by telephone conference call, assuming an even number of participants); or ~~the~~ in the case of an odd number of participants (either physically or by telephone conference call) a majority shall be half of the participants rounded to the next higher even number present at any regular or duly called meeting of the Society.

A quorum shall consist of eight members of the Board. If a quorum is not present at a scheduled Board of Directors Meeting, a detailed description of the proposed action may be prepared and distributed to all Board Members within 14 days of the meeting. Within 14 days of receiving the proposed action, each member must submit their vote by postal mail or email to the Board Secretary/Treasurer. A tally of the votes will dictate the disposition of the action.

Section 3.

The Board of Directors may solicit funding from members as necessary to cover the cost of special projects or operations.

Article V. Elections

Section 1.

The Board of Directors will nominate a slate of candidates for at-large Board positions and for the Ssociety officers: President, Vice-President/President-Elect and Secretary/Treasurer. The nominations will be posted on the PSNES website and the membership will be notified of this electronically three months prior to the election. For those members without an E-mail address, the list of candidates will be sent by mail. Additional nominations from PSNES members may be made over the next 30 days after the list of candidates is sent to the membership by e-mail provided that the nominee has agreed to be nominated.

Section 2.

Officers and Board Members shall be elected by a majority vote of those members who have submitted their vote electronically. The electronic vote will be taken by posting nominees names on the PSNES website web at the PSNES site for one month.

Section 3.

At-large members' terms shall be staggered such that half (or approximately half) are subject to election/re-election every two years. At-large members may be appointed at any time by the Board of Directors to fill Board vacancies. At-large members so appointed will serve the balance of the unexpired term.

Section 4.

Officers shall be elected for two year terms, with the exception of the Vice President/President-Elect, who upon election will have a four year obligation.

4.a. ~~Commencing in 2009~~, At-Large Board members shall be elected for four year terms. Vacancies may be filled by appointment by the Board of Directors between every two-year elections. Board members and Officers so appointed will serve the balance of the unexpired term.

~~4.b The Board may extend he terms of At-Large Directors in 2008 by one year, and those in 2009 by two years, to allow for the transition from annual to bi-annual elections.~~

Section 5.

No Oofficers ~~or other Board member~~ may be elected to the same office for more than two consecutive terms. The Vice President/President-Elect will have one combined term of four years. No Board Member may be elected to the same At-Large Director position for more than three consecutive terms.

Article VI. Duties of Officers

Section 1.

The President shall preside at all meetings and shall be responsible for general supervision of all work of the Ssociety. The President and Vice-President/President-Elect must be Penn State Program graduates.

(a) The President, or designee, shall serve on all committees as an ex-officio member.

(b) The President, or designee, shall serve as this Ssociety's delegate to the PSEAS Board of Directors.

Section 2.

The Vice-President/President-Elect shall serve in the absence of the President and shall also perform such duties as may be assigned by the President. The Vice-President/President-Elect shall assume the duties of the President in the event of the incapacity or absence of the President.

Section 3.

The Secretary/Treasurer shall be responsible for the recording and reading of the minutes of all meetings, creating Society correspondence and reports, and shall be responsible for depositing, disbursing and accounting of all monies of the Society.

Article VII. Committees

The President may appoint standing and/or ad-hoc committees as required to accomplish the purposes and objectives of the Society. Furthermore, the President may terminate previously established standing or ad-hoc committees as required.

Article VIII. Meetings

Section 1.

At least one meeting of the membership shall be held each year to be known as the annual meeting, and it shall be held at the time and place fixed by the Board.

Section 2.

Special meetings of the Society shall be called at the discretion of the President. The Secretary shall send, to the membership, written notices (or E-mail if such addresses are available) of the annual and special meetings at least one month in advance.

Section 3.

The Board shall meet at the call of the President or at the request of a majority of the members of the Board. Secretary shall send, to the membership, written notices (or E-mail if such addresses are available) of the Board meetings at least one month in advance.

Section 4.

The committees shall meet on the call of the committee chairman or at the request of the President.

Article IX. Amendments

Section 1.

This Constitution may be amended by a two-thirds vote of the Ssociety members present at any Ssociety meeting as defined by Aarticle VIII (meetings) above provided:

- (1) The amendments have been placed before the Board of Directors at least one month before the meeting, and
- (2) The amendments have been approved by a majority vote of the Bboard members as defined in Aarticle IV Ssection 2 above.

Section 2.

This Constitution and its amendments must not be in conflict with the constitution of the PSEAS or the rules and regulations for constituent societies as established by the Executive Board of the Penn State Alumni Association.