

**FINAL APPROVED MINUTES OF 1ST QUARTER PSNES MEETING VIA TELECONFERENCE  
January 31, 2011**

**11:33 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  
Arthur Motta – Ex-Officio NE Program Chair with vote

**PSNES Directors:**

Jim Tusar  
Jim Stavely  
Ron Brown  
Jeff Jeffries  
Mark Lloyd  
Joe Sholtis  
James Stover

**PSNES Members:**

Rachel Heath  
Hilary Neal

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

Richard Gill  
Ed Klevans  
Doug Wood

**Other:**

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

**Old Business**

- **Meeting Minutes Approval** – November 16, 2010 Meeting Minutes were approved as written. (See PSNES Website)
- **PSNES Financial Report** (Arthur Motta & Tory Fryer)

The status of the PSNES finances and account balances (relative to the November 16, 2010 reported balances with noted adjustments) remains unchanged as follows:

Cost Center	November 2010 Balance	Net Additions	January 2011 Balance
PSNES General Account	\$4447.26	\$0	\$4447.26
PSNES Student Awards	\$2200.00**	\$0	\$3200.00

\*\* 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 2010. As the Brennan award is now endowed independent of PSNES, this award should have been paid from some other Department funding source. Adjustment completed to reimburse the PSNES Student Award cost center \$1000 for the amount of the Brennan award disbursed from that cost center. The PSNES Student Awards cost center balance (\$3200) 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.

- **PSNES Constitution Changes Approved & Posted on PSNES Website**

- The PSNES website reflects the Constitution change approved in December 2009. The major change involved the modification of 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).

**PSNES 2011 Election Update (Pat Loftus, Rick Etling)**

- The PSNES 2011 Election self-nomination period ended on January 21, 2011 with no self-nominations. After discussion, the Board will move forward with the Board Approved roster of candidates and will retain an open At-Large Director position. By Constitution, the Board may appoint an At-Large Director to fill this position until the next General Election, should an additional Candidate self-nominate at a later time.
- The election timeline is as follows:
  - Early-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, scheduled for the morning of April 16, 2011. **Action: Pat Loftus, Tory Fryer, and Rick Etling will collaborate on an e-mail communication to the PSNES membership announcing the opening of the formal voting period by February 4, 2011.**
  - Prior to April 16, 2011 – Program to close the voting, tally votes and inform Board Officers of results. Board Officer to inform candidates of results.
  - April 16, 2011 - PSNES Board announce election results to the full PSNES Membership. 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.)
- The Board Approved the following roster of Candidates:
  - 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 Position

- **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 reaffirmed its commitment to the student mentoring program as one of the 2011 PSNES priorities.
- Arthur Motta indicated he would like to see more student participation. **Action: Arthur Motta will reinforce that the program has been initiated and student contact activity has begun. He will also discuss the benefits of participation at upcoming seminars and possibly at an upcoming ANS Student Chapter meeting.**

- It was affirmed that Students are able to screen, select, and contact Alumni network/mentor volunteers using information posted on ANGEL from Zach Van Horn and Arthur Motta. A continuous improvement idea to add “tag lines” was implemented. 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.
  - Various ideas to obtain feedback on the program were discussed. **Action: Tory Fryer to discuss Lessons Learned with PSMES and share any insights with PSNES at an upcoming meeting.**
  - 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 student contacts 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. **Open Action (Tory Fryer): Include an “article” in future alumni outreach communications encouraging alumni to become network/mentors by providing their information to the Program.**
- **PSNES Website Recommendations – Joe Sholtis/All**  
On January 5, 2011, Joe Sholtis issued recommendations to the Board for consideration. **Action: Rick Etling and Arthur Motta to identify Alumni Outreach priorities and determine how the website supports this activity.** This is a topic for discussion during the Annual Meeting.

## **New Business**

### **Department, Program, RSEC, & Student ANS, PSMES, and PSEAS News / Updates**

- **MNE Departmental Update (Karen Thole)**
  - No report available.
- **Nuclear Engineering Program Report (Arthur Motta)**
  - The annual MNE Senior Recognition Banquet is on January 31, 2011.
  - President Obama will be visiting on Thursday, February 3, 2011, with focus on the PSU Energy hub.
  - The Program is continuing with the faculty search with candidates visits scheduled for February.
  - It is too early to tell on Fall 2011 enrollment but the program and the College are considering enrollment controls in the future to ensure quality of education is maintained.
  - The Lawrence E. Hochreiter Distinguished Lecture Series is going strong. NRC Commissioner Apostolakis will be the next speaker. **Action: Nominations for future Hochreiter Distinguished Series speakers should be forwarded to Arthur Motta.**
- **RSEC Report (Kenan Ünlü)**
  - No report available.
  - Arthur Motta indicated that RSEC is focused on providing radio-chemistry services for NNSA.
- **Student ANS Report (Zach Van Horn)**
  - 32-38 Student ANS members will be participating in the next national conference.
  - The next Boy Scout merit badge sessions are in March, 2011.
  - A HUB booth was established and manned for National Nuclear Science Week.
  - An energy panel is scheduled for National Engineers Week.
  - The Student ANS Thon Committee raised \$5000 and has a dancer established.
  - There will be no Student ANS Tailgate at the Blue & White Game this year due to conflict with the national Student ANS conference.
  - The ANS Student Section would like to be involved in the PSNES time capsule proposal development.

- **PSMES Report**
  - No report available.
- **PSEAS Report**
  - See Attachment 1 for minutes of the January 5, 2011 meeting.
  - Action: Jim Stavely (PSNES representative on PSEAS) will provide potential PSEAS synergy ideas at the upcoming PSNES meeting.

### **New Alumni Outreach Initiative Proposals & Updates**

- Don Lenze is continuing to look for ways to leverage the Program endowed Nuclear Excellence Fund to garner additional alumni engagement and contributions. Don will provide an update on PSMES activities in this area when available.
- The NucE Program is planning to hold the NucE/PSNES Reception at the location of the 2011 ANS Winter Meeting in Washington DC. The meeting begins on October 31<sup>st</sup>.
- **New Proposal (Continued) – NucE Time Capsule (Joe Sholtis, Ed Klevans, Don Lenze, Jennifer Theiss)**
  - In the 4Q2010 PSNES meeting, a motion was made and approved to continue to refine the details of this potential initiative.
  - Action: A progress report and recommendations will be provided at the next meeting from the team including ideas from Dr. Thole regarding placement and exposure at Reber Building.
  - Additional participation: Hilary Neil (PSNES member) volunteered to provide support. Zach Van Horn indicated the PSU ANS Student Chapter would be willing to review proposals and provide feedback.
- **PSNES 10<sup>th</sup> Anniversary (2011, 2013)**
  - The 10<sup>th</sup> 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.
  - The Board agreed to focus on 2013 as the recognition target. This will be factored into the Alumni Outreach Plan.

### **2011 PSNES Priorities and Focus Areas**

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

- PSNES (NucE) Undergraduate Student Service & Leadership Award Implementation (continuation)
- PSNES Nuclear Engineering Student Networking & Mentor Program (continuation)
- Alumni Outreach (including PSNES Membership)
  - **Action: Arthur Motta and Rick Etling to define draft priorities including consideration to expand PSNES Website capabilities and advertising PSNES priorities and activities. This is a topic for the PSNES Annual Meeting.**
- PSNES – What can PSNES do to help, support, and advance the PSU NucE Program?
  - **Action: Board members to provide recommendations to Rick Etling on ideas to help the program. One idea briefly discussed was companies/members to help sponsor geographic alumni gatherings/functions.**

### **Upcoming Events and Meetings**

- January 31, 2011 - MNE Recognition Banquet (Penn Stater Conference Center)
- April 16, 2011 (Blue/White Weekend) – PSNES Annual Meeting and Board turnover (at PSU via dial-in)
- October 31, 2011: 4Q2011 PSNES Meeting followed by NucE/PSNES Reception @ Omni Shoreham Hotel (Washington DC) (tentative)

**Adjourn - at approximately 12:58 PM**

## Attachment 1

### Penn State Engineering Alumni Society Meeting Minutes January 5, 2011

Those attending were: Gary Butler, Jane Clampitt, Grant Crampton, Mike Erdman, Dale Hoffman, John Hollenbach, Bob Jepsen, Ron Lombard, Trish Long, John Mikita, Jim Stavely, Karen Sweeney, Jennifer Theiss, and Stefanie Tomlinson.

John Mikita called the meeting to order at 12:02 p.m.

J. Mikita reported:

Penn State played over the holidays, and if it wasn't for one pass play we might be celebrating. The team might also be seeking a quarterback. Grant joked that at least the rest of the Big Ten did well in their Bowl games.

The next Board meeting is next month and it should be an effective meeting.

Dale Hoffman has been named a 2011 Outstanding Engineering Alumnus (OEA) by the College. Board members expressed their congratulations. Dale replied it's an honor to be named an OEA.

#### Committee Reports

- New Events/Programs (G. Crampton) – Grant has posted information from J. Theiss on Boeing's internal social networking application. One idea that was posed is creating a way to do more informal mentoring. One example would be to have questions in a queue and the next available alum can respond. J. Theiss noted that the PSNES mentoring program is a little less formal than others. J. Stavely agreed and explained that students can access ANGEL and choose alumni to talk with based on their résumés. So far, a majority of the contacts that have been made were networking rather than mentoring. J. Theiss noted that she received the City Lights flyer and will pass it on to Board members. Two College development staff members and the Aerospace department head are attending. J. Hollenbach is traveling to Houston next week and will meet with two potential attendees.
- Marketing/Communications (K. Sweeney) – The theme for this year's IPAC, which will be held March 23-25, is "Branding and Marketing the College and Departments in a Global Environment." This speaks to the importance of the topic, and some good ideas should come from the departments. J. Theiss said there are 380 LinkedIn members. Last month she posted APG information on the site, and most of the responses she received were from alumni in a department that does not currently have an APG. She will promote the LinkedIn group on Newswire and Facebook later this month.
- Engineering Blue & White Society (D. Hoffman) – The committee hopes to organize a "meet the Board" type of event before the next Board meeting. J. Theiss suggested inviting Blue & White students to attend Rube Goldberg, since students will be focused on THON and Rube is the week after THON. The Board agreed that this is a good idea. J. Theiss will recruit 6-8 Blue & White student volunteers for the contest.

- APG Resource Committee (M. Erdman) – J. Theiss and M. Erdman made a few small revisions and updates to documents on ANGEL. Each APG should take time to look at the one-page Summary of Accomplishments and decide if it's the best sales pitch for APGs. Send any suggestions to M. Erdman. The February Board meeting will be hosted by Computer Science and Engineering, so it will be a great opportunity to get the department head on board with starting an APG.

## **APG Updates**

- PSIMES (G. Butler) – The primary focus in January is evaluating the mentoring program.
- PSMES (B. Jepsen) – The next event is January 31, with a mentor/mentee luncheon, followed by a Board meeting and senior recognition dinner. They are promoting professionally-focused networking via LinkedIn. The department has received a gift that they are trying to leverage in the APG for matching contributions.
- PSNES (J. Stavely) – They are in the middle of their election cycle. Mentoring is going well. They are looking into the possibility of doing a time capsule. The quarterly meeting is January 31<sup>st</sup> and the annual meeting will be April 16<sup>th</sup> (Blue/White weekend).
- ASAE (K. Sweeney) – Their next event, 'AE Connections Kickoff' in early February, will give mentors and mentees a chance to get together. More mentors (70+) signed up for the program than students (47). Their concern was keeping the alumni engaged. The APG penned a letter to alumni expressing appreciation for their interest in the mentoring program and letting them know they will be in the queue for next year. Last year's AE IPAC must have had some foresight because they formed a subcommittee to discuss branding the department. They are also trying to find ways to link the APG with IPAC.
- SPSEE (D. Hoffman) – They are evaluating their mentoring program, which kicked off last fall. They are also working on branding the department and tying in their IPAC with their APG.
- ESM AAB (M. Erdman) – The Fall issue of *Connections* was sent out in December. The chair of the ESM AAB is an ad hoc member of IPAC. They'll soon be collecting feedback from the mentoring pairs. A tailgate is planned for Blue/White weekend. An open industry mixer, where students get a chance to network with recruiters, is planned for spring career fair days.

## **General Discussion**

J. Theiss said the Alumni Career Fair Breakfast will be held Wednesday, February 2, at 9:00 am in Alumni Lounge at the Nittany Lion Inn. So far, 40 alumni have registered. Cheryl Bonner will attend to promote Career Services. J. Theiss will have giveaways and signup sheets for alumni interested in APGs or mentoring. The breakfast is open to all alumni; please let J. Theiss know if you would like to attend.

The next conference call will be Wednesday, February 2, at noon.

The call ended at 12:42 p.m.