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| **MINUTES OF THE PROFESSIONAL DIVISIONS COMMITTEE MEETING****AMERICAN NUCLEAR SOCIETY****HYATT REGENCY, CHICAGO IL****June 27, 2012** |

**Members Present:**

**Ex Officio:** Shannon Bragg-Sitton, John Bowen, Peter Caracappa, Mary Lou Dunzik-Gougar, Lee Cadwallader,Ned Wogman, Alan Levin, Sandra Sloan, Benoit Forget, Arzu Alpan, Stephen Harring, John Metzger, Todd Urbatsch, Kenneth Geelhood, Larry Wetzel, Alireza Haghighat, Nolan Hertel, Reid Kress, Xiaodong Sun

**At-Large**: Michelle Brady-Raap(Chair), Brian Collins,Rachel Slaybaugh, Thomas Snow, Thomas Remick, Paul Wilson

**Others Present**: Bonnifer Ballard (staff), Hans Gougar (Incoming Chair)

**Divisions not Represented: Biology & Medicine, Human Factors, Instrumentation & Control, Mathematics and Computation, Nuclear NonProliferation (TG), Young Members**

1. Preliminaries
	1. The Chair called the meeting to order at 6:30PM. Attendance was recorded.
	2. The Minutes of the November 2, 2011 meeting were approved by voice vote.
	3. It was noted that the PDC has no liaison to the Publications Steering Committee.

**ACTION**: PDC Chair will identify and appoint a liaison to the PSC during or before the November 2013 PC meeting.

1. Meeting and Staff Report
	1. Meeting Revenues – June Meeting revenue report deferred to November but the June payments were made.
	2. Division payments for November meeting. Are they worth it? Discussion with NPC.

**MOTION:** Payment to divisions for Nat Meeting papers that exceed division target should be discontinued. Moved: MLDG, Seconded:?? Motion Carries (but THD opposed)

* 1. Revenues from Embedded (Class III) Topical? Divisions prefer stand-alone (Class I) topical as they generate more revenue for the Division. Would the NPC consider increasing payments to Divisons for sponsoring for embedded topical? Ray Klann claims that there is little incentive for the Divisions to sponsor embedded topical but the Divisions are expected to do so ( Division metrics). These two issues must be resolved by the PDC and NPC.
	2. Division Budgets – a few were submitted with flawed budgets (negative balances) - These must be approved and submitted by end of the November meeting. *No specific Action identified.*
1. Old Business
	1. Metrics – An effort to turn Division metrics into goals rather than hard criteria is being spear-headed by Tom Snow. The primary (only?) concern is with Division support of topical and how it counts toward Division performance. Tom Snow will continue to work the issue with NPC.

*No specific Action identified*

* 1. 75th Anniversary of Fission (James Behrens – Lead) - The Board passed a resolution last November to celebrate the anniversary at the next (Nov. 2013) Winter meeting. Jim is to work out coordination with the National Academies of Science and Engineering (NAS and NAE) – both are willing. Jim will report progress to the PDC in November.

**ACTION** - Divisions planning sessions at the Nov. 2103 conference should consider working in events or activities associated with the anniversary.

1. Committee Liaison Reports
	1. Bylaws and Rules – (Darby Kimball) - Rules for some Divisions have yet to be updated to the new standard. (BMD, ESD, ETWDD,HFICD,IRD,NISD,RPD,RRSD)
	2. Membership (Tom Snow)
		1. Big Involvement gaps observed – MC will work with the Board on these (Strategic Plan)
	3. Professional Development Coordination – Brian Collins – No report but PDDC must work harder to identify and execute activities (benefits membership in many ways)
	4. Public Information–(Rachel Slaybaugh & Mary Lou Dunzik-Gougar)
		1. Fukushima aftermath – it went well but need to get back to the strategic activities
		2. Seminar series for Congressional Staffers began last year (CNSTI) – Ali is trying to do something along these lines and should coordinate with Bonnifer Ballard.
		3. A PI Small Grant program is to be established to help members/CUs to initiate activities.
	5. Public Policy (P. Wilson)
		1. New Position Statement issued on US Government role in maintaining nonproliferation in the context of exports
	6. Publications Steering (MRP) –Society continues to lose money but intangible benefits accrue. Paper vs. E-publishing?
	7. NPC (written report submitted
		1. Trying to enforce standards for meetings
		2. Standing Committee for national meetings established
		3. Attendance in sessions – who tracks, who has access? Participation is limited.

**ACTION** (Bonnifer): Check with NPC and close the loops on student-completed forms.

**ACTION:** Tom Remick to recommend to NPC that they devise a plan on how to collect the data and how to use it (if only to support the electronic room auction).

1. Division Roundtable
	* 1. ESD & DDR merger (Herring speaking for liaison C. Mazzola) – The PDC should watch for Lessons to be Learned - Steve will report again in November
		2. IR&D – Ned Wogman reported on potential scope overlap in technical sessions (one at the Nov 2012 meeting). The agreement leaves technical developments to IR&D while NNTG address policy and applications of the technology. Need a way to coordinate session planning among divisions.

**ACTION**: Hans will coordinate with NNTG and I&RD officers to develop a solution.

* + 1. Space Power – Cards handed out at a technical session sponsored by one division at the technical meeting sponsored by another
		2. Loewen Posters – Outgoing President Eric Loewen called for the Divisions to develop posters for the audience of their choosing (education, workplace, public info, etc.) Issues: Financial Model – will they make money? Will they be sold or just posted on the website. Would other media forms suffice? ( print/electronic forms)

**ACTION** - Divisions to consider ideas and report at the November meeting.

1. New Business
	1. Strategic Plan & Membership (D. Hoffman) –Don will be working with Chairs on what initiatives will be taken (financial aspects to be addressed later). One goal will be to develop new revenue streams. Don will soIicit input from committees and report to the Board in November.

**ACTION** – Hans will discuss options with Don.

The meeting adjourned at 7:00pm.

14. New or Other Business.

15. Adjournment.

Respectfully submitted,

Hans Gougar