**Executive Committee Meeting Minutes**

**9-12-13**

**7:30 – 8:00 am**

**Ronnie Hise, CA McDonald, Jennifer Piercy, Steve Kelley,   
Ronnie Campbell, Tim Corey, Jeff Reese, David Hickman**

Executive Committee meeting was opened and called to order by President, Dr. Ronnie Hise.

Anti trust guidelines were reiterated and emphasized for ALL events today, including breaks.

Overall view for today –will vote on guidelines and membership benefits at board meeting; adoption of the value proposition.

We need help managing the “free” time after lunch of networking with faculty and the dean.

Panel discussions, have 2 today; be vocal leaders to encourage the crowd to ask questions and participate.

Many new foundation members and some new board members and representatives are present.

Purpose of annual meeting: assess health of program and foundation; modify and create goals for coming year; renew our commitment to the program; network with each other, students, alumni, faculty and administrators.

Suggestion for next year is to have an official document that assesses the health of the program.

Jeff Reese brought up the curriculum committee and some concerns around the key faculty retirements. Dr. Kelley noted that the importance of the CONTENT of the curriculum should come from this committee. Two classes that are the most in flux are 1) PSE 465 Paper Physics and Product Design, which is now Advanced Process Tools and team taught by several PSE faculty, and 2) PSE 415 Paper Industry Strategic Project Analysis that will keep the same name and focus, but we need to find a replacement for Dr. Phillips. We DO need a curriculum committee to help. We need to find a chair and vice chair for the committee.

Notecards are in every meeting to collect feedback during committee and board meetings.

Guest Speakers biographies were passed out to the committee.

Visitors will be throughout the halls and meetings today.

Meeting adjourned by President, Dr. Ronnie Hise.