



Two Park Avenue

tel 1.212.591.7000

New York, NY

fax 1.212.591.7674

10016-5990 U.S.A.

www.asme.org

## **FY24 BOARD OF GOVERNORS**

Wednesday, April 17, 2024

1:00 PM to 2:15 PM (EDT)

### **FINAL MINUTES**

Attendance during the open session was as follows:

#### Board of Governors

President: Thomas Kurfess

Governors: Andy Bicos, Alma Fallon, Thomas Gardner\*, Susan Ipri-Brown, Kathryn Jablow, Sam Korellis, Monica Moman-Saunders, Jared Oehring, Dave Schlesinger, Patrick Vieth, Wolf Yeigh

Executive Director/CEO: Thomas Costabile

#### Other Officers

Senior Vice Presidents/Elects: Rick Cowan, Section Engagement Sector  
Nicole Kaufman Dyess, Student & Early Career Development  
Jennifer Jewers Bowlin (Elect), Student & Early Career Development  
Bob Stakenborghs, Technical & Engineering Communities  
Lester Su, Public Affairs & Outreach  
Tom Vogan, Standards and Certification

Secretary/Treasurer: Tara McMahan

Ass't Secretary/General Counsel: John Delli Venneri, Esq.

Chief Financial Officer: William Garofalo

Governors-Elects: Nicole Kaufman Dyess, William King, Janis Terpenney

#### Guests

Charbel Bou-Mosleh	Nominating Committee
Sean Bradshaw	Chair, Committee on Sustainability
Skip Fletcher	Past President, 1985-1986
Mahantesh Hiremath	Past President, 2021-2022
Amos Holt	Past President, 2009-2010
Said Jahanmir	Past President, 2018-2019*
Omar Kheir	Nominating Committee
Madiha Kotb	Past President, 2013-2014
Rich Laudanat	Past President, 2019-2020
Mike Lockwood	Nominating Committee
Frank Michell	Nominating Committee
Karen Ohland	Past President, 2022-2023
Vickie Rockwell	Past President, 2011-2012
Keith Roe	Past President, 2016-2017
Nicole Salloum	ECLIPSE Intern, BOG
Steve Schmidt	Nominating Committee

## FY24 Board of Governors Meeting Minutes

April 17, 2024

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Terry Shoup	Past President, 2006-2007
Bob Sims	Past President, 2014-2015
David Smith	Nominating Committee
Callie Tourigny	Chair, VOLT Academy
Sam Zamrik	Past President, 2007-2008

### Staff

Iana Aranda	Sr. Director, Engineering Global Development*
RuthAnn Bigley	Manager, Governance Programs
Keith Bloesch	Sr. Managing Director, Business & Technology Solutions
Susie Cabanas	Manager, Global Alliances & Board Operations
Chris Cantrell	Sr. Managing Director, Standards Engineering Services
Arin Ceglia	Managing Director, Learning & Development
Chandra Clouden	Chief Human Resources Officer
Gerry Eisenberg	Managing Director, Standards & Engineering Services
Timothy Graves	Managing Director, Technical Conferences & Member Communities
Josh Heitsenrether	Sr. Managing Director, Marketing & Digital Standards
Michael Johnson	Chief Strategy Officer
Robert Karmelich	Sr. Managing Director, Corporate Sales
Colin McAteer	Managing Director, Publishing
Tom Meehan	Controller*
Steve Papaganeres	Managing Director, Financial Reporting
Jeff Patterson	Chief Operating Officer
Allian Pratt	Chief Leadership Engagement Officer
Christine Reilley	Managing Director, Strategy & Innovation
Karen Russo	Director, Executive Operations
Anand Sethupathy	Managing Director, Strategy & Programs
David Soukup	Managing Director, Governance
Stephanie Viola	Managing Director, Philanthropy/ED, ASME Foundation
Linda Wong	Specialist, Membership Data & Analytics

\* *Part Time Attendance*

### **1. Opening of Meeting**

- 1.1 Call to Order: On April 17, 2024, a meeting of the FY24 Board of Governors of the American Society of Mechanical Engineers was held via the Zoom application. A quorum was present, and the meeting was called to order by President Kurfess at 1:02 PM EST.
- 1.2 Adoption of the Agenda: On motion made and seconded, the Board unanimously voted to adopt the agenda as circulated on April 3, 2024.
- 1.3 President's Remarks: President Kurfess began by stating that it was great to see everyone and thanked them for their time and effort to ASME. He had the pleasure of recently attending several ASME events where he has seen many who are on the call today. He also thanked all that took the time to participate today.

Conference season is underway led by MEEEd in March which was held in his own backyard in Atlanta, Georgia. The leadership from universities across the country attended and topics were

diverse with much of the discussion regarding the use of AI. Dr. Conrad Tucker from Carnegie-Mellon Africa gave the Keynote Presentation. The Presentation ended with his statement that 95% of the presentation was created by Chat GPT.

The ASME Foundation held its second Reinventing the Future fundraising event in D.C. with its theme being Diversity Driving Innovation. The 2024 ASME Edwin F. Church Medal was presented to Dr. Oscar Barton. As part of the event, the Foundation launched the Dr. Oscar Barton, Jr. Endowed Scholarship Fund which will broaden participation in engineering particularly with male students in four-year community colleges.

The most recent event President Kurfess attended was Optimism Engineered 2024. It was the first ASME Foundation Gala in New York, Autodesk was recognized, and the Excellence in Industry Award was presented to its CEO, Andrew Anagnost. Sylvia Acevedo, former CEO of Girl Scouts USA, received the Next Generation Award.

President Kurfess asked Keith Roe to speak regarding the Gala. Mr. Roe stated that 250 people attended the event along with some engineering students and early career engineers. Optimum Engineered was the inaugural, and outstanding, event and was a huge undertaking. Mr. Roe thanked President Kurfess and the governors who attended and mentioned that the Board should be proud of what the team has done.

As an update, President Kurfess mentioned that forty-five groups comprising ASME TEC Council held elections and Tom Lavertu received the majority of votes to become the next Senior Vice President candidate. Later in today's closed session, the Board will interview Dr. Lavertu and vote accordingly. Lastly, the Nominating Committee nominated Lester Su to fill the open FY25 Governor position. A separate vote of the membership will be held at the June 3, 2024, Business Meeting with the goal of approving Mr. Su as the fourth member of the FY25 class of Governors.

- 1.4 Executive Director/CEO's Remarks: Tom Costabile thanked all for joining today's meeting and stated how pleased he is with ASME's progress and growth. While there are a few concerns, he is seeing more opportunities and upside than downside. He remains thankful for the opportunity to serve as ASME's Executive Director and CEO.

Mr. Costabile stated that this year's MEEed conference was the largest attended conference ever. The Conference on Advance Reactor Deployment (CARD) in Charlotte, North Carolina followed with over 150 attendees. The presentations were engaging, and he met Grace Stanke, a recently graduated nuclear engineer and Miss America 2023 who gave the opening keynote. Mr. Costabile thanked SVP Bob Stakenborghs for his leadership and ensuring a successful conference.

Last week the IAB spring meeting was held in Washington, D.C. ASME's Government Relations staff organized over 30 Hill visits for IAB members followed by a dinner by Congressman Rob Whittam with a focus on China. The second day of the meeting began with a presentation by ASME staff on sustainability followed with a presentation by Dr. Laurie Locasio, the Undersecretary of Commerce for Standards and Technology and the Director of NIST on the topic of Emerging Technologies within the Context of Standards. Following that was a presentation by Philipp Mueller of Outsell describing the implications of generative AI. There were two breakout sessions soliciting feedback from the IAB members regarding digital thread and design engineering. IAB members commented

that it was the best IAB meeting to date. There will be more to follow regarding AI in the upcoming Board meetings.

The ASME Petroleum Division will celebrate its 100<sup>th</sup> anniversary in May in Houston. The number of attendees and exhibitors are as anticipated; however, we are seeing a changing pattern of longtime supporters and exhibitors not returning as new management has come in who are operating differently. The OTC Board will evaluate options and Mr. Costabile will have an update at the annual meeting.

Boiler Code week kicks off on May 11, 2024 in Scottsdale, Arizona in conjunction with the Annual Board Meeting of the National Board of Boiler and Pressure Vessel Inspectors. Registrations are at an all-time high, but we are dealing with changes regarding the hotel accommodations. The hotels are attempting to charge three times the booked conference rate for any extended stays.

Planning continues for the Annual Meeting in June in Long Beach, California. Mr. Costabile was not surprised to learn that hotel costs have increased significantly. This year's meeting will be a downsized program with a virtual component for both Board meetings. Next year there will be an opportunity to expand the meetings and participation.

As part of the Annual Meeting, on Monday, June 3, 2024, ASME's K-12 program will host a "DropMEIn" in-person event at John Adams Middle School for 250 to 300 STEM students. ASME is making plans for the event so those interested should respond to the invitation previously sent. Mr. Costabile has attended several DropMEIn events, and the response is always extremely positive.

On Friday of this week Mr. Costabile and a several staff will be traveling to India to attend the ASME IShow India event and to attend meetings regarding philanthropy and fundraising. The new ASME Foundation India has been legally formed, and bank accounts are being set up to allow ASME to operate, solicit and collect funds. Mr. Costabile thanked former President Mahantesh Hiremath for his efforts and stated that everything talked about during his term is coming together. ASME is continuing to refine its engagement for utilizing Singapore as a hub as we expand ASME in Asia. The local section is participating. Tom Costabile and others will update the board at the Annual Meeting.

ASME has negotiated a new lease for the D.C. office. The space is a third of the existing floor plan, reducing costs by a third. The new space is similar to a WeWork open plan and ASME should take occupancy in June/July. Options are also being reviewed by staff to reduce costs in the New York and New Jersey offices. Mr. Costabile feels it is likely time to shut down the offices and run the leases out as we cannot seem to attract anybody to take a sublease.

Jeff Patterson gave an update regarding the ME survey findings. Of the respondents, 78% were from industry or government; 15% academic professionals and 4% students. Geographically speaking, 55% were from North America, 18% from Asia Pacific and the remaining from Latin America. Achieving work/life balance, sustainability, climate change and AI are all top goals for the respondents. Most of the respondents are not convinced their organizations share their concerns for work/life balance, AI, automation, robotics, etc. Of those who do engage with a professional society, ASME was named number one worldwide. More than 8 in 10 of engineers and students are convinced of the importance of digital badges. Mr. Patterson will make a full presentation of the results at the June annual meeting.

On the Capital Campaign, Mr. Costabile reported that the Capital Campaign continues with positive momentum. He thanked Keith Roe and the Roe family, Tom Kurfess, Anand Sethupathy, the ASME Foundation team, the Philanthropy Committee, Stephanie Viola, and her team for their success.

The executive and senior leadership teams continue to meet regarding the two-year business plan and budget. While a framework for the initial budget has been reached, details are being finalized. The finance team has completed a draft of FY23 Form 990. In accordance with IRS regulations, the Board must acknowledge receipt. The completed form will be filed with the IRS by May 15, 2024.

Lastly, Mr. Costabile briefly reviewed the agenda and stated he remains excited about all that is going on and appreciates everyone's support and commitment.

- 1.5 Consent Items for Action: No requests were received to remove any items from the Consent Agenda.

On motion made and seconded, the Board voted to approve 1.5.1 and 1.5.7 on the Consent Items for Action:

- 1.5.1 Approval of Minutes of Open Session Minutes from December 12, 2023
- 1.5.2 Proposed Appointments
- 1.5.3 ASME Foundation Transfer
- 1.5.4 Elevating and Renaming of the Risk Analysis Award
- 1.5.5 Presidential Appointment
- 1.5.6 Proposed Changes to By-Law B5.4
- 1.5.7 Changes to Society Policies P-7.1, P-7.2 and P-15.9

## **2. Open Session Agenda Items**

- 2.1 YTD Financial Update: Bill Garofalo provided a recap of our fiscal year-to-date financial results through March.

Revenue was favorable versus expenses resulting in a net surplus. Net results were favorable compared to the prior year, primarily due to the timing of the Boiler Code cycle revenues, partially offset by higher costs related to the printing and publication of the Boiler Code as well as the spend associated with our transformation projects.

Net results were favorable compared to forecast. Revenues were higher than forecast mainly driven by increases in Standards and Engineering Operations. Expenses were favorable compared to forecast which was attributable to the timing of certain costs.

It is projected that the Society will have a positive net surplus for the full year of FY24.

ASME's investment portfolio improved 12.1% through Q3 FY2024 with gains of 15.6 % equity investments along with 3.9% in returns from our fixed income investments. The EC and ET continue to monitor investments and adjust them when necessary. The portfolio continues to remain diversified with a mix of 72% equity and 28% fixed-income investments. In April, the last tranche

investment from the sale of ISIE was made except for a \$3 million investment into the Carlyle Private Equity Fund.

Cash decreased from FY23 due to contributions into our investment portfolio and usage from Operations. The amount due from related parties is now zero as we have settled the Foundation balance. Investments have increased due to cash contributions along with YTD investment returns. Overall net assets increased driven by \$13.5 million YTD surplus and investment returns.

As a reminder and per ASME policy 2.3, the approved contingency reserve target is 60%. We ended FY23 with a contingency reserve of 104% and had increased to 119% as of the end of March FY24, well above our recommended target.

- 2.2 Committee on Sustainability: Sean Bradshaw, chair of the Committee on Sustainability (CoS), provided a report on the Committee. He reminded everyone that it consists of eleven members; Chair, Vice-Chair, 5 Sector Members-at-Large and 4 Domain Experts with its strategy aligned with the pillars of ASME. Some of its main objectives include developing impact reporting and evaluation frameworks; collaborating and empowering ASME sectors and volunteer leaders; and advocating and building relationships with external stakeholders.

In June of 2023, following the Board's approval of the committee, a Salon & Energy Workforce Event was held that whet the appetite for subsequent meetings which included reviewing ASME's prior research work regarding climate goals and challenges, engaging the IAB, and identifying a dozen areas where CoS can make an impact.

The CoS onboarding within ASME included two sessions with all members, and 12 strategic climate opportunities were identified during a Strategy Sprint Session. Eight of those opportunities were deemed high priority and 4 climate strategy pillars were defined.

Mr. Bradshaw stated it is essential that ASME conduct a greenhouse gas (GHG) accounting as it is a critical component of CoS's strategy. A robust GHG strategy can provide a baseline or anchor for large publicly traded companies to growing status quo. It is critical for ASME to lead and have the opportunity to be in the position amongst professional societies in defining and showing thought leadership and demonstrating leadership around climate strategy.

Mr. Bradshaw concluded by providing a timeline for GHG accounting through 2025 with continuous annual measurement and emissions reduction reporting. A more detailed overview will be provided at June's annual Board meeting. (Minutes Appendix 2.2)

- 2.3 FY24 State of Membership and 2024-2025 Membership Dues: Josh Heitsenrether began by stating what the Board should expect from this presentation, chiefly the state of membership, and primarily focused on dues recommendation.

As a reminder, there was a change in 2022 from a single member year to anniversary date. With the new model, there is no longer single drop date. Memberships are renewed on an annual basis based on individual anniversaries. He reviewed membership counts and stated that the decline in headcount in FY24 has started to stabilize. The new model shows stabilization and slight increases in the numbers with the goal being to turn that stabilization into increases going forward.

Linda Wong stated that the proportion of paying vs. nonpaying dues members has remained the same. However, there has been a dip in the life members paying the service fee for ME Magazine even though the number of life members has continued to increase.

Membership dues and affinity revenue continue to decline. Key drivers for the decline are the mid-career professional renewals and the decline in insurance fixed royalties. Other reasons are international members with political and economic turmoil have requested free or heavily reduced membership dues. Affinity revenue declined in FY23 driven by the reduction in fixed insurance royalties. In FY23-FY24, there has been a softening of sales for both Dell computers and the Job Board.

Ms. Wong reviewed the top reasons why members join the organization which include networking, continuing education and learning best practices. The top reasons eligible prospects do not join is not seeing the value of membership, lack of brand awareness and employers not paying the dues. She then showed a comparison of ASME dues versus other technical societies and ASME is mostly in the middle. The recommendation is to maintain the current dues. (Minutes Appendix 2.3)

On motion made and seconded, the Board unanimously voted:

To approve 2024-2025 member dues of \$158.00

2.4 Enterprise Goals: Jeff Patterson provided a brief overview of the six Enterprise goals, stating that performance is on track. He commended the outstanding work of the 232 staff members that volunteered to participate in one or more of the twenty-six workstreams. He will provide a more detailed presentation at the June Annual meeting.

2.5 July Planning Meeting: Michael Johnson reminded the Board of the email sent by Tom Costabile earlier this morning regarding the Planning Meeting scheduled for July 9 through July 12 in Florence, Italy. Mr. Johnson reviewed the tentative agenda and stated that Gartner Consulting will give an update on megatrends. Mr. Johnson also feels that a conversation on Ethics in Engineering is important. The meeting will close out with Sustainability and Climate Change and ASME Global Perspective. Mr. Johnson and the strategy staff will continue to refine the agenda.

3. New Business: No new business was presented.

**4. Open Session Information Items**

4.1 Dates of Future Meetings

DATE	DAY	TIME	LOCATION
June 2, 2024	Sunday	8:30 am – 3:00 pm	Long Beach, CA
June 4, 2024*	Tuesday	8:30 am – 3:00 pm	Long Beach, CA
July 9-12, 2024*	Tuesday-Friday	8:30 am – 5:00 pm	Florence, Italy
October 1, 2024*	Tuesday	1:00 pm – 3:00 pm	Virtual Meeting
November 17, 2024*	Sunday	8:30 am – 3:00 pm	Portland, OR

\*FY25 Board of Governors

**5. Adjournment** – The meeting adjourned on Wednesday, April 17, 2024, at 2:16 PM EDT.

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Tara McMahan  
Secretary/Treasurer

**List of Appendices**

- 1.5.2. Proposed Appointments
- 1.5.3. ASME Foundation Transfer
- 1.5.4. Elevating and Renaming of the Risk Analysis Award
- 1.5.5. Presidential Appointment
- 1.5.6. Proposed Changes to By-Law B5.4
- 1.5.7. Changes to Society Policies P-7.1, P-7.2 and P-15.9
- 2.2. Committee on Sustainability





**ASME Board of Governors  
Agenda Item  
Cover Memo**

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**Date Submitted: March 20, 2024**  
**BOG Meeting Date: April 17, 2024**

**To: Board of Governors**  
**From: Committee on Organization and Rules**  
**Presented by: Emily Boyd**  
**Agenda Title: Proposed Appointments**

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**Agenda Item Executive Summary:**

Proposed appointments reviewed by the COR on March 20, 2024.

**Proposed motion for BOG Action:**

To approve the attached appointments.

**Attachments:** Document attached.

**MARCH 2024 PROPOSED APPOINTMENTS TO ASME UNITS**

<b>Internal Unit</b>	<b>Nominee</b>	<b>Appointment Position/Title</b>	<b>Appointment Term/Category</b>	<b>Appointment Type</b>	<b>History</b>
History and Heritage Committee	Julie Kulik	Member-at-Large	April 2024 – June 2027	Initial	Member-at-Large: COR and DEISC
History and Heritage Committee	Nikhil Menezes	Member-at-Large	April 2024 – June 2027	Initial	Philadelphia Section Officer
History and Heritage Committee	Joseph Radisek	Member-at-Large	April 2024 – June 2027	Initial	Officer of three different Sections
Standards and Certification Council	Giancarlo Gobbi	Member-at-Large	July 2023 – June 2026	Re-Appointment	Board on Hearings and Appeals



## Board of Governors Meeting Agenda Item Cover Memo

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Date Submitted:	March 1, 2024
BOG Meeting Date:	April 17, 2024
To:	Board of Governors
From:	Stephanie Viola, Managing Director of ASME Philanthropy and Executive Director, ASME Foundation
Presented by:	N/A
Agenda Title:	Donation to ASME Foundation Campaign for Next Generation Engineers

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### Agenda Item Executive Summary:

**On October 6<sup>th</sup>, 2021, the ASME Board of Governors resolved that a grant in the amount of five million dollars (\$5,000,000.00) shall be awarded to the ASME Foundation in support of the Campaign for Next Generation Engineers. Prior transfers of \$3,000,000 have been made to honor this commitment by ASME to ASME Foundation. ASME Foundation is requesting a one million dollar (\$1,000,000) donation in support of this commitment be made in April of 2024.**

### Proposed motion for BOG Action:

**Whereas the Board of Governors in support of its five-million-dollar (\$5,000,000.00) commitment to the ASME Foundation Campaign for Next Generation Engineers, approves the donation of one million dollar (\$1,000,000.00) to the ASME Foundation Campaign for Next Generation Engineers in April of 2024 to be utilized to support programs under the ASME Foundation Capital Campaign Pillars of Education that Inspires, Careers that Matter, and Ideas that Innovate.  
Resolved:**

Attachment(s): None



## Board of Governors Meeting Agenda Item Cover Memo

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Date Submitted:	February 22, 2024
BOG Meeting Date:	April 17, 2024
To:	Board of Governors
From:	Leila Persaud
Presented by:	Committee on Honors
Agenda Title:	Elevating and renaming of the Risk Analysis Award

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### Agenda Item Executive Summary:

The Committee on Honors at its November 11, 2020 meeting approved the elevation of the Risk Analysis Award to a Society-Level Award, and renaming the award, the ASME Ayyub-Wiechel Risk Analysis Award, pending the deposit of the \$81K endowment with the ASME Foundation.

\$72,561.00 has been deposited with the ASME Foundation. An additional \$10,000 will be deposited in May 2024, so the \$81K endowment threshold will be met.

### Proposed motion for BOG Action:

To accept the Committee on Honors recommendations to elevate and rename the Risk Analysis Award to the ASME Ayyub-Wiechel Risk Analysis Award.

### Attachment:

The award proposal that the Committee on Honors approved at its November 11, 2020 meeting is attached.

Date: October 30, 2020

To: ASME Committee on Honors

From: Executive Committee of the ASME Safety Engineering and Risk Analysis Division

Subject: Proposal to elevate the Risk Analysis Award to a Society-level Award  
and to rename the Award, the ASME Ayyub-Wiechel Risk Analysis Award

Dear Committee on Honors Members,

Please consider the enclosed proposal by the Executive Committee of the ASME Safety Engineering and Risk Analysis Division (SERAD), to elevate the Risk Analysis Award to a Society-Level Award in accordance with Society Policy P-3.2. and to rename the award the ASME Ayyub-Wiechel Risk Analysis Award.

The Risk Analysis Award was established as a division-level award in 2015 and is overseen by SERAD. The award recognizes significant contributions by the individuals to the field of safety engineering, risk and reliability analysis through practice, research, teaching and/or outstanding leadership.

This award is intended to honor a lifetime achievement and sustained impact in the field and is unique in that it is the only ASME award, at the society or division-level, to honor a senior researcher in the field of safety, risk and reliability.

The award is unique, and the closest award in scope that differs significantly from it is the Barnett-Uzgiris Product Safety Design Award, which is an award limited to the industrial product safety area.

SERAD is familiar with the Barnett-Uzgiris Product Safety Design Award and is currently proposed to co-responsible for its administration with the Design Engineering Division.

SERAD has recognized researchers with outstanding achievements and has honored winners since 2015 as follows:

2015: Mohammad Modarres  
2016: Dennis Guenther  
2017: Roger McCarthy  
2018: Sankaran Mahadevan  
2019: Bilal M. Ayyub  
2020: Elizabeth Pate-Cornell

The purpose of this request is to seek approval from the ASME Committee on Honors for the establishment of the Ayyub-Wiechel Risk Analysis Award at the society-level, to be sponsored by SERAD.

#### Background

SERAD has a long history of recognition of researchers in the area of safety, risk and reliability. The SERAD student contest on safety innovation challenge was established in 1986 for the two categories of undergraduate and graduate students. The awards were offered every year since its establishment. The award includes a wooden award plaque, \$500 monetary award (in each category) and \$750 travel supplement each. Beginning in 2015, the division started to recognize and honor professionals with significant contributions to the area of safety, risk and reliability. Each

year, the Executive Committee selects one individual based on the contributions to aforementioned areas and recognizes them with an award plaque. In 2018, the division started to sponsor the best paper award for the ASME-ASCE Journal of Risk and Uncertainty in Engineering Systems, Part B: Mechanical Systems. The award includes a wooden award plaque, a \$1000 monetary award and a \$750 travel supplement. The awards have been presented to the following individuals:

2019: Stephen Wu, Costas Papadimitriou, Panagiotis Angelikopoulos, Petros Koumoutsakos  
2020: Yixuan Liu, Ying Zhao, Zissimos P. Mourelatos, Dimitrios Papadimitriou, Zhen Hu

#### Background Summary on Bilal M. Ayyub and John Frederick Wiechel

Professor Bilal Ayyub, PhD, PE, Dist.M.ASCE, Hon.M.ASME is a University of Maryland, College Park Professor and Director of the Center for Technology and Systems Management. He researches risk and uncertainty for systems. He completed his doctorate degree from the Georgia Institute of Technology in 1983. He has co-authored about 650 publications including 8 textbooks and 15 edited books, is the founding editor-in-chief of the ASCE-ASME Journal on Risk and Uncertainty in Engineering Systems in its two parts on civil and mechanical engineering, and is the recipient of several awards from ASME, ASCE, ASNE and others.

Dr. John Frederick Wiechel is a Principal Engineer with SEA, Limited. Wiechel was born in Toledo, Ohio in 1951 and attended The University of Toledo, Purdue University and the Ohio State University. He received Bachelors and Master of Science degrees in Mechanical Engineering from Purdue University (1973 and 1975) and a Ph.D. in Mechanical Engineering from the Ohio State University (1983). He is licensed as a Professional Engineer in 39 states and US territories. He has devoted his career to the advancement of safety through the analysis of accidents to determine the various mechanical, biomechanical, and human decisions that lead up to and culminate in an accident. This understanding of accident causality has enabled him to contribute to the improvement of test biomechanical test devices and the products and equipment themselves.

#### Name of Award

ASME Ayyub-Wiechel Risk Analysis Award.

#### Need for such an Award

Currently, ASME has no other award, at the Society or Division level, to honor a senior researcher in the field of risk analysis. The only other award in this field is available from the Design Engineering Division and this award is called the Barnett-Uzgiris Product Safety Design Award, which is limited to the industrial product safety area.

The Ayyub-Wiechel Risk Analysis Award is meant to honor lifetime contributions to the teaching and practice of Risk Analysis. Compared to the Barnett-Uzgiris Product Safety Design Award, the Ayyub-Wiechel Risk Analysis Award is broader in terms of recognition of contributions made to safety, risk, and reliability.

The field of risk analysis is particularly important to mechanical engineers and to ASME as a multidisciplinary area. In fact, ASME has established the *Journal of Risk and Uncertainty in Engineering Systems* to recognize its importance and its significant interest in the field. It seems necessary that an award in the field of risk analysis is elevated to a society level award; this is timely and aligned to the society's goals.

#### Description of the Award

We intend this Society-level award to recognize outstanding individuals who have made significant contributions to the field of safety, risk and reliability through practice, research, teaching and/or outstanding leadership.

The award will take the form of a certificate, a \$1500 honorarium, a bronze medal, and travel expenses to attend the award presentation in accordance with the Committee on Honors policy, subject to availability of funds.

Financial Provisions

Contingent on the Committee on Honors approval, the Safety Engineering and Risk Analysis Division will secure \$81K to fund the award in accordance with Society Policy P-2.7 Solicitation and Acceptance of Funds. An administrative fee will be periodically reviewed and determined by the Board of Directors of the ASME Foundation, not to exceed 5% of net asset value.

Nominating Committee

The Ayyub-Wiechel Risk Analysis Award Committee shall consist of 5 members: Chair for the SERAD Committee on Awards and Fellow Nomination, two members of the Executive Committee (including the Executive Division Chair), the most recent past chair of the division, and the most recent recipient of the same award.

The Chair for the SERAD Committee on Awards and Fellow Nomination shall serve as chair of the Ayyub-Wiechel Risk Analysis Award Committee for three years. Members of the Executive Committee, division past chair and past award recipient will be appointed annually.

This letter is written in name of the Executive Committee of the Safety Engineering and Risk Analysis Division of the ASME and signed by its Chair.

Sincerely,

Mohammad Purgol, Ph.D., PE

## **ASME AYYUB-WIECHEL RISK ANALYSIS AWARD PROPOSED RULES OF AWARD**

### Form of award

Certificate, \$1500 honorarium, bronze medal and travel expenses to attend the award presentation in accordance with, the Committee on Honors policy, subject to availability of funds.

### Achievement Recognized

The Ayyub-Wiechel Risk Analysis Award is conferred in recognition of an individual who has made significant contributions to the field of safety, risk and reliability through practice, research, teaching and/or outstanding leadership.

### Limitations

None

### Nominating Committee

The Ayyub-Wiechel Risk Analysis Award Committee shall consist of 5 members: Chair for the SERAD Committee on Awards and Fellow Nomination, two members of the Executive Committee (including the Executive Division Chair), the most recent past chair of the division, and the most recent recipient of the same award.

The Chair for the SERAD Committee on Awards and Fellow Nomination shall serve as chair of the Ayyub-Wiechel Risk Analysis Award Committee for three years. Members of the Executive Committee, division past chair and past award recipient will be appointed annually.

The Award Committee of Ayyub-Wiechel Risk Analysis Award shall review and consider all nominations submitted by February 1.

If the committee finds that the award is warranted, the committee shall recommend one nominee annually to the Committee on Honors by March 1 for consideration of the award.

### Nominations

Members of the Ayyub-Wiechel Award Committee shall refrain from nominating or writing support letters. Members of the Award Committee are not eligible to receive the award.

### Nomination Deadlines

February 1 to the Ayyub-Wiechel Risk Analysis Award Committee

March 1 to the Committee on Honors

### Funding

\$72,561 has been deposited with the ASME Foundation. An additional \$10,000 will be deposited in May.

Temporary restricted: \$31,000

Permanently restricted: \$50,000





**Board of Governors Meeting  
Agenda Item  
Cover Memo**

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Date Submitted:	April 1, 2024
BOG Meeting Date:	April 17, 2024
To:	Board of Governors
From:	President Tom Kurfess
Agenda Title:	Appointment of Alma Fallon to the Audit Committee

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Agenda Item Executive Summary:

**The Audit Committee consists of three current elected Governors, serving staggered terms on the Board, who serve as voting members. The President nominates an incoming first year elected Governor for appointment by the Board.**

**I recommend the appointment of Alma Fallon as a 1<sup>st</sup> year Governor to the committee for a 3-year term. Alma Fallon will fill the slot formerly held by Kathryn Jablokow.**

Proposed motion for BOG Action:

**To approve the appointment of Alma Fallon to the Audit Committee for a 3-year term, beginning 2023 and ending 2026**

Attachment(s): None



## Board of Governors Meeting Agenda Item Cover Memo

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Date Submitted:	March 20, 2024
BOG Meeting Date:	April 17, 2024
To:	Board of Governors
From:	Committee on Organization and Rules
Presented by:	Emily Boyd
Agenda Title:	Proposed Changes to By-Law B5.4

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**Agenda Item Executive Summary:**

The Standards and Certification Council proposed changes to B5.4 reflecting the new name of the Board on Nuclear, Clean Energy, Power and Facilities Codes and Standards and the designation of Chairs and Vice Chairs of its Boards.

**Proposed motion for BOG Action:**

To approve for first reading changes to By-Law B5.4.

**Attachment(s):**

Document attached.

#### B5.4 STANDARDS AND CERTIFICATION SECTOR

B5.4.1 The Standards and Certification Sector, under the direction of the Board of Governors, is responsible for the activities of the Society relating to codes and standards, including related conformity assessment programs. The Standards and Certification Sector will maintain a current Sector Operation Guide that will contain operational details of the Standards and Certification Sector that are not in these By-Laws.

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B5.4.2 The Standards and Certification Sector shall be led by a Council on Standards and Certification (CSC) that consists of the following voting membership: a Senior Vice President as Chair; a Vice Chair; no more than twelve members-at-large; and the Chairs of the Boards that report to the Council, see B5.4.5. The nonvoting membership of the Council shall include ASME staff as appointed by the Executive Director/CEO.

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Deleted: for the following Boards: Standardization and Testing, Nuclear Codes and Standards, Pressure Technology Codes and Standards, Safety Codes and Standards, Conformity Assessment, Hearings and Appeals and the Technical and Strategic Advisory Board.

B5.4.3 The incoming Senior Vice President of Standards and Certification shall be nominated by the Standards and Certification Sector Council for appointment by the Board of Governors for a term of three years.

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B5.4.4 The twelve members-at-large and the CSC Vice Chair shall be appointed by the Board of Governors, as recommended by the Council on Standards and Certification. The term of each member-at-large and the CSC Vice Chair shall be three years, with the terms of one-third of the members-at-large ending at the close of the second Business Meeting of the fiscal year.

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B5.4.5 The following Boards will report directly to the Council on Standards and Certification:

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B5.4.5.1 The Codes and Standards supervisory Boards including the Boards on Standardization and Testing; Nuclear, Clean Energy, Power and Facilities Codes and Standards; Pressure Technology Codes and Standards; Safety Codes and Standards; and Conformity Assessment shall supervise the development of codes and standards within their respective charters, including the development of conformity assessment criteria for applicable codes and standards. The Board on Conformity Assessment shall also supervise the administration of conformity assessment programs.

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B5.4.5.2 The Technical and Strategic Advisory Board, under the direction of the Council on Standards and Certification, will consider and evaluate products and services and make recommendations to the relevant Boards and business units while collaborating with the Strategy Office.

B5.4.5.3 The Board on Council Operations shall approve on behalf of the Council, matters of procedures and personnel, and shall advise the Council on operational matters, including honors, information services, legal considerations, continuous improvement, and planning.

B5.4.5.4 The Board on Hearings and Appeals shall be a forum for appeals resulting from

grievances related to procedural due process in codes, standards, accreditation, registration, and certification activities.

~~B 5.4.6~~ The Boards ~~that report to the Council~~, shall each consist of a Chair; one or more Vice Chairs, and a membership, as determined by the Council on Standards and Certification.

~~B 5.4.7~~ The ~~Chair of the~~ Board on Council Operations, ~~shall be the Vice Chair of the Council on Standards and Certification~~. The Chair of the Board on Hearings and Appeals ~~shall be the Vice Chair of the Board on Council Operations~~.

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## Board of Governors Meeting Agenda Item Cover Memo

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Date Submitted:	March 20, 2024
BOG Meeting Date:	April 17, 2024
To:	Board of Governors
From:	Committee on Organization and Rules
Presented by:	Emily Boyd
Agenda Title:	Changes to Society Policies P-7.1, P-7.2 and P-15.9

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### Agenda Item Executive Summary:

The Committee on Executive Director/CEO and Staff Compensation has recommended changes to Society Policies P-7.1, P-7.2, and P-15.9. The references shown in Section I.A. of the proposed P-15.9 to “protected classes” will also be referenced in P-4.1, P-4.14, P-15.11, and P-15.14 similar to the reference in Section III of the proposed P-7.2. So, if any changes are made to the list of “protected classes” it will only need to be changed in P-15.9.

Proposed motion for BOG Action:

To approve changes to Society Policies P-7.1, P-7.2, and P-15.9.

Attachment(s): Society Policy changes.



P-7.1  
3/13

**SOCIETY POLICY**

**RECOGNITION OF STAFF MEMBERS – YEARS OF SERVICE**

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**I. PREFACE**

The Society has long recognized the need for continuity within the staff organization to provide the day-to-day operation of the Society in an efficient and responsible manner.

**II. PURPOSE**

- A. To provide a plan for recognizing the long-term service of staff personnel.
- B. To assure that each staff person will receive the recognition in a manner and form that is consistent and mutually satisfactory as well as fair to all.

**III. PROCEDURE**

- A. Recognition is given to all members of the ASME Staff upon completion of 1, 3 and 5 years and each five years thereafter.
- B. Recognized employees select a gift based on tenure and receive a plaque honoring their years of service with an expression of appreciation from the Executive Director/CEO of ASME.

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Responsibility: The Committee on Executive Director Evaluation and Staff Compensation

Adopted: November 29, 1943

Reaffirmed: August 8, 1993  
 June 9, 1999  
 June 1, 2005: Reaffirmed and transferred to the Board of Governors from the Committee on Staff  
 March 12, 2013: Reaffirmed and transferred to The Committee on Executive Director Evaluation and Staff Compensation (EDESC)

Revised: November 28, 1960  
 February 11, 1971  
 June 18, 1975  
 June 10, 1983  
 June 11, 1987  
 December 18, 1987  
 (editorial changes 9/03)  
 June 9, 2004



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## SOCIETY POLICY

### STAFF EMPLOYMENT GUIDELINES

#### I. PREFACE

ASME is an Equal Opportunity Employer.

#### II. PURPOSE

Provide a Society Policy confirming the fair and impartial treatment of ASME employees.

#### III. POLICY

ASME has been, and will continue to be, an Equal Employment Opportunity employer. The continued success and growth of The American Society of Mechanical Engineers depends on a talented, well-motivated workforce drawn from diverse backgrounds. The Society's human resources policies and practices with respect to terms and conditions of employment are administered without regard to the "protected classes" as defined in Society Policy P-15.9 Section I.A.

##### A. Anti-Discrimination

Recruitment, selection, promotion, and transfer decisions made by ASME supervisors are based solely on candidates' job-related qualifications and abilities, without regard to any "protected class" as defined in Society Policy P-15.9 Section I.A. ASME recruitment sources are instructed to refer to the Human Resources Department (HRD) all qualified persons.

Other human resources policies and practices, including, but not limited to, compensation, benefits, discipline and discharge, layoffs, ASME-sponsored training, tuition reimbursement, social and recreational programs, are also administered on a nondiscriminatory basis, in compliance with federal, state and local equal employment opportunity laws.

This policy also prohibits conduct that constitutes or could lead or contribute to harassment based on any of the characteristic listed in Society Policy P-15.9 Section I.A or any other characteristic protected by law. Examples of such conduct are racial or ethnic slurs and threatening, intimidating, or hostile acts directed at a particular sex or religion or directed at an individual because of his or her national origin or color. Harassment does not require an intent to offend. Thus, when unwelcome by the recipient, certain conduct meant as a joke, a prank, or even a compliment can lead or contribute to harassment.

Additional rules apply to individuals with supervisory authority at ASME. No one with a supervisory role may at any time: (1) threaten or imply that an individual's harassment or discrimination based on any protected category, will in any way influence any decision regarding that individual's employment, performance evaluation, advancement, compensation, assignments, discipline, discharge, or any other term or condition of

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employment; or (2) make any employment decision concerning an individual on any discriminatory basis.

**B. Anti-Sexual Harassment**

ASME prohibits conduct that constitutes or could lead or contribute to sexual harassment. According to the Equal Employment Opportunity Commission's (EEOC) guidelines, unwelcome sexual advances, requests for sexual favors and other verbal or physical conduct of a sexual nature constitutes sexual harassment when: (1) submission to such conduct is made explicitly or implicitly a term or condition of an individual's employment; (2) submission to or rejection of such conduct by an individual is used as the basis for employment decisions affecting such individual; or (3) such conduct has the purpose or effect of unreasonably interfering with an individual's work performance or creating an intimidating, hostile or offensive working environment.

No one at ASME with a supervisory role is at any time to: (1) threaten or imply that an individual's submission to or rejection of a sexual advance will in any way influence any decision regarding that individual's employment, performance evaluation, advancement, compensation, assignments, discipline, discharge, or any other term or condition of employment; or (2) make any employment decision concerning an individual on such a basis.

Other conduct in the workplace that creates or that could lead or contribute to an intimidating, hostile or offensive work environment, whether it be in the form of physical or verbal harassment, and whether committed by a supervisor or any other employee, is also prohibited. Such conduct includes, but is not limited to:

1. repeated unwelcome sexual flirtations, advances or propositions;
2. verbal abuse of a sexual nature;
3. graphic verbal comments of a sexual nature about an individual's body;
4. sexually degrading words used to describe an individual; and
5. the access, display or distribution of sexually suggestive objects or pictures (including the use of computers via the intranet or email system).

**C. Request for Accommodations**

ASME will provide reasonable accommodation consistent with the law to otherwise qualified individuals with a disability and to employees or prospective employees with needs related to their religious observance or practices, and as otherwise required by state or local law. What constitutes a reasonable accommodation depends on the circumstances and thus will be addressed by ASME on a case-by-case basis.

**D. Reporting, Investigation and Anti-Retaliation Protocols**

Employees who have EEO-related questions or feels that they have been subjected to any conduct of the type prohibited by this policy should immediately contact their supervisor, a member of the HRD, a Managing Director or Executive Team Member, (whomever the individual feels most comfortable contacting under the circumstances). An employee should report the conduct regardless of the offender's position at ASME and should also report the conduct even if the offender is not employed at ASME (for example, a vendor, volunteer, or "temp"). Individuals who have information about inappropriate conduct directed toward others are also encouraged to report the relevant facts pursuant to this policy. Prompt reporting is very important so that ASME can take action to stop the conduct before it is

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Recruitment, selection, promotion and transfer decisions made by ASME supervisors are based solely on candidates' job-related qualifications and abilities, without regard to race, color, religion, sex, national origin, age, citizenship status, disability, covered veteran or military status, and in compliance with state and local equal employment opportunity laws. ASME recruitment sources are instructed to refer to the Human Resources Department (HRD) all qualified persons. ¶

**Moved up [1]:** This policy also prohibits conduct that constitutes or could lead or contribute to harassment based on any of the above-listed characteristics or any other characteristic protected by law. Examples of such conduct are racial or ethnic slurs and threatening, intimidating, or hostile acts directed at a particular sex or religion or directed at an individual because of his or her national origin or color. Harassment does not require an intent to offend. Thus, when unwelcome by the recipient, certain conduct meant as a joke, a prank, or even a compliment can lead or contribute to harassment.

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repeated. ASME will promptly follow up on all such reports, including with further investigation to confirm facts or resolve disputed facts as necessary, with an effort made to keep the source of the report as confidential as possible. Where a violation of this policy has occurred, corrective action will be taken where appropriate.

Any ASME supervisor or other employee who violates this policy will be subject to disciplinary action, up to and including termination.

Any supervisor who has been approached by an employee with an EEO-related problem must immediately contact the HRD.

It is against ASME policy for any retaliatory action to be taken or threatened against an individual who reports or provides information about a possible violation of this policy or who participates in a related proceeding or exercises any other right protected by the equal opportunity laws. In the event any employees believe that they have been retaliated against for such an action, they should use the reporting procedures outlined in this policy to report the pertinent facts promptly. ASME will investigate and take appropriate action in the manner described above.

Responsibility:	The Committee on Executive Director Evaluation and Staff Compensation (EDESC) Transferred from the Committee on Staff to the Board of Governors: June 1, 2005 Transferred to The Committee on Executive Director Evaluation and Staff Compensation (EDESC): April 19, 2013
Adopted:	June 18, 1975
Reaffirmed:	September 12, 1999 June 1, 2005
Revised:	June 10, 1983 June 22, 1989 September 11, 1994 June 6, 2001 April 19, 2013 <u>February 13, 2024</u>

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ASME's continued success depends heavily on the full and effective utilization of all qualified persons. For this reason, and in compliance with our status as a federal government contractor, ASME has developed written Affirmative Action Programs to cover all ASME locations for: (1) minorities and women, (2) disabled individuals (3) and covered veterans[1].¶

¶  
The support, commitment and participation of every employee is needed to ensure the success of this policy. Supervisors and managers have a special responsibility to foster a work environment that reaffirms this policy. The Managing Director, Human Resources, is responsible for developing and maintaining the Affirmative Action Programs, ensuring compliance, and advising management of problem areas and the need for corrective action.¶

¶  
Employees who are disabled, or covered veterans, who would like to identify themselves as such under the Affirmative Action Program are invited to do so. Please refer to ASME's "Voluntary Self-Identification Survey Form," which is available on the Intranet and also available in the HRD.¶

¶  
Elements of the Affirmative Action Programs are available for inspection through the HRD by employees and applicants for employment during normal business hours.¶

¶  
The Executive Director fully endorses this policy and will continue to review the results of our Affirmative Action Programs. The Executive Director needs the full

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SOCIETY POLICY

POLICY AGAINST DISCRIMINATION (INCLUDING DISCRIMINATORY HARASSMENT) - MEMBERS

I. PREFACE

- A. Discrimination (including discriminatory harassment) by a member of ASME against any other member or ASME employee or job applicant on the basis of race, color, religion, ethnicity, sex (including pregnancy), national origin, age, gender identity and expression, sexual orientation, genetic information, citizenship status, disability, military status, marital status, conviction record, status as a victim of domestic violence, credit information, caregiver status, political affiliation, weight, height, matriculation or failure to comply with any state or local equal employment opportunity laws, shall not be tolerated.
- B. Discrimination (including discriminatory harassment) by a member of ASME against an individual who is neither a member nor an employee or job applicant of ASME on the basis of the protected classes listed in Section I.A. is also of concern to ASME when the conduct occurs on ASME premises or during an ASME activity.
- C. Conduct in violation of this Policy is grounds for discipline by ASME, up to and including expulsion from membership.

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II. PURPOSE

- A. To state the ASME policy against discrimination (including discriminatory harassment) by members.
- B. To describe the types of conduct prohibited by this Policy.
- C. To establish a procedure for dealing with violations of this Policy.

III. POLICY

- A. ASME prohibits discrimination on the basis of the protected classes listed in Section I.A. with respect to any decision or recommendation made by a member concerning (a) the participation of another member in an ASME activity or (b) the hiring, performance evaluation or a work assignment of an ASME employee.
- B. Prohibited discriminatory conduct also includes conduct by a member that constitutes harassment based on the protected classes listed in Section I.A.
  - 1. Examples of such conduct are racial or ethnic slurs and threatening, intimidating or hostile acts directed at a particular sex or religion, or directed at a member or ASME employee because of his or her national origin or color.
  - 2. Harassment does not require an intent to offend. Thus, when unwelcome by the recipient, certain conduct meant as a joke, a prank, or even a compliment can lead or contribute to harassment.

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C. Sexual harassment is a specific type of discriminatory harassment. ASME prohibits conduct that constitutes sexual harassment.

1. Unwelcome sexual advances, requests for sexual favors and other verbal or physical conduct of a sexual nature constitutes sexual harassment for purposes of this Policy when:
  - a. Submission to such conduct is made explicitly or implicitly a term or condition of an individual's work assignment at ASME or participation in any activity of ASME;
  - b. Submission to or rejection of such conduct by an individual is used as the basis for decisions or recommendations affecting such individual's employment at ASME or participation in any activity of ASME; or
  - c. Such conduct has the purpose or effect of unreasonably interfering with an individual's work performance at ASME or participation in any activity of ASME.
2. No member with a leadership role is at any time to (1) threaten or imply that an individual's submission to or rejection of a sexual advance will in any way influence any decision, recommendation or evaluation regarding that individual's employment at ASME or participation in any activity of ASME; or (2) make any decision or recommendation concerning an individual's employment at ASME or participation in any activity of ASME on such a basis.

D. Other conduct by members in ASME's workplace or in connection with any ASME activity that creates or could lead or contribute to an intimidating, hostile or offensive work environment, whether it be in the form of physical, visual or verbal harassment, is also prohibited. Such conduct includes, but it is not limited to:

1. repeated unwelcome sexual flirtations, advances, gestures, or propositions;
2. verbal abuse of a sexual nature;
3. graphic verbal comments of a sexual nature about an individual's body;
4. sexually degrading words used to describe an individual;
5. the access to, or display or distribution of, sexually suggestive objects or pictures (including via the use of computers); and
6. inappropriate touching of an individual.

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- E. ASME also prohibits retaliation against any ASME member for making a good faith report or complaint of an alleged violation of this Policy, or for participating in an investigation of such a report of complaint, under the procedures set forth below.

#### IV. PROCEDURE

- A. Any alleged violation of this Society Policy should be reported to either the Executive Director/CEO or any member of the Executive Committee of the Board of Governors or ASME Human Resources who shall promptly notify the full Executive Committee. The Executive Committee shall initially determine whether the alleged violation shall be addressed through this Policy or Policy 15.4 “Ethical Conduct Violation Procedures” or Policy 15.7 “Ethics” or Policy 15.8 “Conflicts of Interest” or Policy 15.14 “Code of Conduct.” There may be situations where actions are taken pursuant to one or more Society Policies.
- B. Any member who believes that they have been subjected to any behavior by any ASME member or employee that violates this Policy should immediately bring the matter to the attention of the appropriate individual as set forth in paragraphs 1. and 2. below. Members who have information about conduct violative of this Policy directed toward other members or any ASME employee are also encouraged to report the relevant facts pursuant to this Policy. Prompt reporting is very important so that ASME can take action to stop the conduct before it is repeated.
  - 1. If the alleged victim and the alleged offender are members who are not employees of ASME, the complaint should be made to either the Executive Director/CEO or any member of the Executive Committee or ASME Human Resources who shall promptly notify the full Executive Committee. Those individuals (and any other chair, leader, or senior vice president who may receive information concerning the existence of such a complaint) should immediately report the complaint to the Executive Director/CEO, regardless of whether the complaint was written or oral.
  - 2. If either the alleged victim or alleged offender is an employee of ASME, the complaint should be brought to the attention of the Executive Director/CEO or ASME Human Resources. If the alleged offender is an employee of ASME, the procedures set forth in Sections IV.C. and IV.D. for handling the complaint will not apply. Instead, the Executive Director/CEO will report the complaint to ASME's Human Resources Department, and the complaint will be handled in its entirety in accordance with ASME's Employee Handbook (the applicable section(s) of which shall be available to any member upon request). If the alleged victim is an employee of ASME but the alleged offender is a member, the complaint will be handled in accordance with ASME's Employee Handbook, except that upon determining that this Policy has been violated, the Human Resources Department will report that determination to the Executive Director/CEO, who will decide whether disciplinary measures are appropriate in accordance with Section IV.D.4. below, and Sections IV.D.5. and IV.D.6. below will also apply.

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3. If either the alleged victim or alleged offender is neither a member nor an employee of ASME, but the alleged incident occurred on ASME premises or during ASME activities, the Executive Director/CEO shall, based on the circumstances, determine what, if any, action should be taken. If the alleged incident did not occur on ASME premises or during ASME activities, the Executive Director/CEO shall inform the complainant that ASME has no jurisdiction and will accordingly take no action.
- C. Upon receiving a report of an alleged violation of this Policy by a member against another member, the Executive Committee shall proceed as follows:
1. The Executive Committee shall decide whether an attempt should be made to resolve the complaint via communication with the complainant and the alleged offender (“facilitation”). If they decide to pursue facilitation, an individual selected by the Executive Committee shall serve as the facilitator. Should facilitation result in resolution, the resolution agreed to by the complainant and the alleged offender shall be committed to writing and signed by both parties.
  2. If the Executive Committee decides that the matter should be formally investigated (whether or not it is referred to facilitation), the complainant will be informed and should promptly forward to the Executive Director/CEO a signed complaint detailing the allegations. In such a case, the procedures set forth in Section IV.D below shall apply.
  3. Notwithstanding any other provision of this Policy, the Executive Director/CEO, President or the Board of Governors may investigate any report of an alleged violation of this Policy (whether or not the complainant has submitted a signed complaint).
- D. An investigation of any complaint submitted pursuant to Section IV.C.2. shall proceed as follows:
1. The Executive Committee will investigate or appoint another individual to investigate. The investigator will conduct interviews of the complainant, the alleged offender and other individuals as necessary.
  2. After completion of the investigation, the investigator will make a written report to the Executive Committee, who will determine whether this Policy has been violated.
  3. If the Executive Committee determines that this Policy has not been violated: (i) the complainant and alleged offender will be so informed; (ii) any written records concerning the investigation will be kept by the Executive Director/CEO in a confidential file for three years and will be destroyed at the end of that period if

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within that period no similar complaint against the alleged offender has been found to be valid; and (iii) no further action will be taken.

4. If the Executive Committee determines that this Policy has been violated, it will further determine any appropriate remedial measures and/or disciplinary measures, up to and including expulsion from ASME, and inform the offender and the Board of Governors of its determination in writing. Any decision to expel a member from the Society shall be referred to the Board of Governors in accordance with By-Law B3.3. The Executive Committee will also inform the complainant of the determination that the Policy has been violated, and, if applicable, of any remedial measures, and will determine what, if anything, the complainant shall be advised about any disciplinary measures taken as to the offender.
  5. The individual found to have violated this Policy may request in writing that the Board of Governors review the investigation process for compliance with Sections IV.D.1 – IV.D.4. of this Policy (or, if relevant, ASME's Employee Handbook). Any such request must be received by the Board of Governors within ten (10) days after the date the individual was informed of the decision. The Board of Governors will not review the merits of the decision. The Board of Governors will complete its review within thirty (30) days of receiving a timely written request. Any remedial and/or disciplinary measures will be held in abeyance pending completion of the Board of Governors' review.
  6. If the Board of Governors conducts a review and finds that the investigation complied with the relevant procedures, the remedial and/or disciplinary measures decided upon by the Executive Committee will be taken. If the Board of Governors finds that the investigation did not comply with the relevant procedures, they may recommend (i) that the case be closed; (ii) that further investigative steps be taken in accordance with the appropriate policy; or (iii) if the failure to adhere to procedure was insignificant, that the remedial and/or disciplinary measures decided upon by the Executive Committee be carried out. The Executive Committee will take any further action necessary to resolve the complaint in accordance with the Board of Governors' recommendation.
- E. In the event any member of the Executive Committee abstains from handling any complaint or report of an alleged violation of this Policy, the Board of Governors shall by vote appoint a sitting Governor to fill any vacancy or vacancies. The members of the Executive Committee abstaining from handling the complaint or report shall abstain from any action to fill any Executive Committee vacancies.
- F. ASME will strive to keep the identity of persons making complaints pursuant to this Policy as confidential as possible.
- G. It is a violation of this Policy for any retaliatory action to be taken or threatened against an individual who in good faith reports or provides information about a possible violation of

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this Policy or who in good faith participates in a related investigation or exercises any other right protected by the equal employment opportunity laws. In the event that a member believes they have been retaliated against for such action, they should use the reporting procedures outlined in Section IV.B. of this Policy to report the pertinent facts promptly. ASME will investigate and take appropriate action in the manner described above.

- H. The making by a member of a complaint pursuant to this Society Policy which such member knows to be false or the providing by a member of information which such member knows to be false relating to such a complaint is a violation of the Code of Ethics of Engineers and may be the subject of a complaint against such member brought pursuant to Society Policy P-15.4. Any complaint of a violation of this Policy that has been determined to have been knowingly false shall be expunged from any and all records of ASME relating to the alleged offender.
- I. The procedures for handling complaints set forth in Sections IV.D. and IV.E. above will also apply:
  - 1. If a complaint of a violation of this Policy is made against a member of ASME by an individual who is neither a member nor an employee of ASME, and the alleged incident occurred on Society premises or during Society activities; and
  - 2. If a complaint of a violation of this Policy is submitted to the Executive Director/CEO as an alleged ethical violation.

Responsibility: Executive Committee

Reassigned from Centers Board of Directors/Center for Career and Professional Advancement 11/2013

Centers Board of Directors/Center for Career and Professional Advancement

Reassigned from Centers Board of Directors/Center for Career and Professional Advancement 6/2012

Reassigned from Centers Board of Directors/Center for Professional Development, Practice and Ethics 4/23/09

Reassigned from Council on Member Affairs/Board on Professional Practice and Ethics 6/1/05

Adopted: September 10, 1993

Revised: March 12, 1999  
(editorial changes 6/05)  
June 8, 2008  
(editorial changes 4/09)

P-15.9  
4/22

(Unit Reassignment Due to Reorganization 6/2012)  
(Unit Reassignment Due to Reorganization 9/2013)  
(editorial changes 01/14)  
February 9, 2018  
October 6, 2021  
April 19, 2022





## Board of Governors Meeting Agenda Item Cover Memo

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Date Submitted:	March 11, 2024
BOG Meeting Date:	April 17, 2024
To:	Board of Governors
From:	Tom Costabile
Presented by:	Sean Bradshaw
Agenda Title:	Committee on Sustainability - Briefing

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### Agenda Item Executive Summary:

Sean Bradshaw, Chair, Committee on Sustainability (CoS) will provide a quick update on the status of the CoS including progress on ASME's carbon accounting.

### Proposed motion for BOG Action:

None

Attachment(s): PowerPoint presentation

# ASME - Climate Action Briefing: Committee on Sustainability

BoG Meeting  
April 17, 2024

# Committee on Sustainability

**Mission:** ensure that the Society has a robust climate and sustainability strategy informed by evidence and supported by qualified leadership—empowering and mobilizing ASME to accelerate its response to climate change.

- Defining and guiding the vision and aligned implementation plan for the ASME climate strategy;
- Developing impact reporting and evaluation frameworks;
- Collaborating and empowering ASME sectors and volunteer leaders;
- Providing insights and data driven recommendations on sustainability to the ASME BoG;
- Advocating and building relationships with external stakeholders.



**Sean Bradshaw**  
**Pratt & Whitney**  
**Chair**



**Timo Marquez**  
**Saint-Gobain**  
**Vice-Chair**

+

**5 Sector Members-at-Large**  
**4 Domain Experts**

# CoS Status



CoS engagement ramped up following BoG approval. Core CoS activities included strategic planning, thought leadership, partnership development and governance. Roadmapping and GHG Accounting are on-deck.

Activities	Jun-23	Jul	Aug	Sep	Oct	Nov	Dec	Jan-24	Feb	Mar	Apr	May	Jun
<b>Milestones</b>			NY Climate Week		IAB & CoS Meeting		COP28	CoS Meeting			BoG Meeting	CoS Meeting	BoG Meeting
<b>Governance</b>	BoG approves CoS members					Id. & onboarding BoG Liaison		Op Guide Review with COR, Revision & Endorsement					
<b>CoS Operations</b>				CoS onboarding & IAB engagement		CoS Leadership Strategy Sprints		Co-Design Draft Roadmap					
<b>Thought Leadership &amp; Partnership</b>		NYCW: Salon & Energy Workforce Event					Op-Ed: COP 28 Reflection on Green Hydrogen		Climate Career Week: In-Climate Mech Eng				
<b>GHG Accounting</b>											Scope 1 & 2 results + reduction recommendations	Support Scope 3 emissions calculations	

# CoS approach to ASME's Climate Strategy

Identified 12 initial climate opportunities which were further refined to 4 climate strategy pillars.

### Within ASME

### ..Informed by greater industry trends, events & thought leadership

**CoS Onboarding**

**2 onboarding sessions with 11 CoS members** building team alignment to ASME's current & future positioning on climate

**~12 strategic climate opportunities** identified by CoS during Strategy Sprint session



**CoS Strategy Sprints**

**8 opportunities deemed High priority** based on alignment to ASME goals, positioning & potential fiscal impact

**4 climate strategy pillars defined** from initial onboarding activities, refined with feedback from wider CoS members



Report, [COP28: Progress from Dubai and the Road Ahead](#) (2023)



Report, [Circularity: No Time to Waste](#) (2024)

# GHG Accounting

In order to “walk the talk” of our position on climate change, it’s essential that ASME executes greenhouse gas (GHG) accounting and commits to being transparent with all stakeholders about our progress in measuring and reducing our GHG emissions.



## GROWING STATUS QUO

The vast majority of major publicly-traded companies and other organizational categories, from academia to governments, are either reporting on their GHG emissions or on the path to doing so.

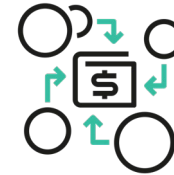
Some see a reputation benefit or protector; some are required by legislation.



## OPPORTUNITY TO LEAD

We believe ASME is the first major engineering society to attempt to measure and report on their GHG emissions.

This is an opportunity to set a mark for others to meet amongst our peers.



## MARKET ACCESS

Customers and funders in the growing climate sector exclusively engage organizations with credible GHG reporting and demonstrated decarbonization strategies.

Without complete reporting ASME loses access to opportunities.

# GHG Accounting: Communications

ASME has a positive story to tell in both the initial results of GHG measurement and our path toward reducing future emissions. CoS endorses this approach to guide our engagement with key stakeholders both internal and external to ASME

2024	<p><b>Spring</b></p> <p>Scope 1 &amp; 2 measurement complete Scope 3 measurement started Best practice deployment</p>
2024	<p><b>Fall</b></p> <p>Significant progress on Scope 3 measurement and overall baseline</p>
2024	<p><b>Winter</b></p> <p>Finalized analysis Certification of results Net-zero strategy development</p>
2025+	<p><b>Annually</b></p> <p>Target ratification and reporting on all 3 scopes of emissions Continuous annual measurement and emissions reduction reporting</p>

**AN UPDATE ON:**  
**ASME'S JOURNEY TO REDUCE EMISSIONS.**

ASME has been a key player in measurement and standard setting for more than 140 years. We also continuously look inward and use those same skills to improve ourselves for the good of humanity.

In pursuit of our position on climate action, ASME has committed to measuring, reporting, and reducing over time all scopes of our greenhouse gas (GHG) emissions. We believe others can and will benefit from this window into our emissions-reduction journey and we are committed to shared learning from the solutions we deploy.

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**PROGRESS TO DATE**

Measurement of ASME's Scope 1 & 2 emissions  
Benchmarks set for peer comparison and verification of future progress

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**HOW ARE EMISSIONS MEASURED AND CATEGORIZED?**

Total greenhouse gas emissions are the sum of emissions of various gases: carbon dioxide, methane, nitrous oxide, and smaller trace gases such as hydrofluorocarbons (HFCs) and sulfur hexafluoride (SF6). Emissions are mainly measured through direct methods at their source, or through estimates.

<p><b>Scope 1 Emissions</b></p> <p>Direct emissions from owned or controlled sources, such as fuel combustion in boilers or vehicles.</p>	<p><b>Scope 2 Emissions</b></p> <p>Indirect emissions from the generation of purchased electricity, heating, and cooling consumed by the measuring entity.</p>	<p><b>Scope 3 Emissions</b></p> <p>Indirect emissions that occur in our value chain, including both upstream and downstream emissions. For ASME, this will include travel and all aspects of event production and logistics.</p>
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DRAFT



1  
**Setting the stage: communicating our intent and initial progress (Scopes 1, 2)**

2  
**Gaining advocates: Communicating initial results of Scope 3 measurement**

3  
**Leaning in: Promoting ASME's first comprehensive GHG report**

# Thank you for your inputs & time today!



Stay up to date on ASME's  
Climate Related Programs,  
Academic Research, Media,  
Events and Committee on  
Sustainability

[asme.org/about-asme/climate-change](https://asme.org/about-asme/climate-change)