



# Alpha Eta Mu Beta

## NATIONAL BIOMEDICAL ENGINEERING HONOR SOCIETY

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**Date:** 24<sup>th</sup> July 2012 Telephone Conference Call

**Title:** AEMB July 2012 Advisory Board Meeting Minutes

**Attendance:** Dr. Dominic Nathan, Dr. Herbert Voigt, Dr. Jerry Collins, Dr. Teresa Murray, Dr. Dean Jeutter, Dr. Paul Hale, Dr. Anthony McGoron.

**Absent:** Brent L. Vernon, Ph.D., Stanley A. Napper, Ph.D., Melodie E. Benford, BS

**Start Time:** 1000

**End Time:** 1135

1. Discussion of AEMB events at the Annual Fall meeting of the BMES
  - a. This year the BMES moved their key note speakers to start later at 11:30 am instead of 9:30am as in previous years. AEMB will be hosting 4 events; the annual meeting on October 25<sup>th</sup> starting at 9:30am; the annual banquet starting at 12:30pm; the Ethics Session on the 26<sup>th</sup> at 9:30am; and the Public Policy Session on the 26<sup>th</sup> at 2pm. All AEMB sessions will be in room 310A of the Georgia World Congress Center. Dr. Hale Root Wolpe is the keynote speaker at the ethics session this year. The public policy session will be chaired by Dr. Murray (AEMB) and Sean Gallagher (AIMBE) (Dr. Nathan).
  - b. Dr. Nathan will make arrangements to bring a projector and screen.
  - c. It would be nice to have a separate tab for events on the website (Dr. Voigt).
  - d. It would also be nice to have a separate tab for events in general (Dr. McGoron).
  - e. It would be nice to have a page that shows the past events and meeting information (Dr. McGoron).
  
2. Official Affiliations
  - a. Consideration to affiliate with the Association of College Honor Societies (ACHS)
    - i. The annual cost to AEMB based on its membership size would be ~\$500.
    - ii. This is a good idea and increases our credibility. It also offers a chance to learn from other organizations (Dr. Voigt and Dr. Murray).
    - iii. Look at possibly sending the national president or executive director to the annual conference.
    - iv. No open objections to joining. Dr. McGoron, Dr. Nathan and Dr. Pool will pursue this more.
    - v. The advisory board approved joining the ACHS by unanimous consent.
  
  - b. AIMBE collaboration
    - i. A proposal was jointly worked on between AIMBE and AEMB. AIMBE has a leadership workshop that they wanted to get off the ground but due to the lack of participation, funding and moderators, this did not work out. AEMB offered to collaborate with AIMBE on this leadership workshop. The structure was to have students housed at the AIMBE headquarters in Washington DC and have the opportunity to be trained on how the legislative process works, attend sessions in congress, speak to representatives and congressional staff and work on a yearlong project with a mentor, the end result would be to publish a paper (white) and present at the National AIMBE or BMES conferences.
    - ii. The proposal has been reviewed by Jennifer Ayers, past executive director of AIMBE and was to be sent to the executive board. Will follow up with Katie Goodman (Dr. Nathan).



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### c. Other official affiliations

- i. Affiliations will help with promoting AEMB and getting more awareness of the society (Dr. Nathan). Name recognition needs to come first before donations (Dr. Murray). We are working on compiling a book of best practices (Dr. McGoron).
- ii. Concern about the Brain Mapping group as they seemed to be too focused and could limit our scope (Dr. Collins and Dr. Jeutter).
- iii. Look at having a wide range of collaborators, but need to have clearly written expectations and guidelines (Dr. Collins).
- iv. Collaboration with ASME, they would like an article from AEMB promoting AEMB and the field of Biomedical Engineering for their upcoming newsletter (Dr. Nathan).

### 4. Progress made in the past 6 months

- a. Website has been updated; there is more content. Everyone is to review and contact Dr. Nathan with any changes or suggestion.
- b. The AEMB Alumni database still needs work. We do not have complete list of AEMB Alumni. The records we have only go back to the mid-2000s
- c. Web site should also include list of past officers and years that they served (Dr. Murray).
- d. Finding old alumni will be accomplished through the linkedin page. Dr. Pool is the administrator and can check eligibility. Members would need to be verified first.

### 5. Fund raising

- a. BMES proposal to NSF written by Dr. Gilda Barabino, BMES President-elect, did not get funded. Dr. McGoron will follow up on this and pursue other possible outreach efforts with BMES. For example Dr. McGoron talked about an adopt-a-school program that each chapter would do, but the national society would coordinate.
- b. Need to get the 'How to Donate' page on the website active (Dr. McGoron).
- c. Dr. Murray suggested to have a reception for professional networking that is online and have various departments to host this via serve space and web sites.
- d. Dr. Nathan proposed to follow the GOLD (graduates of the last decade) program that IEEE has during the EMBS conference. This is a special event, at no cost to alumni of IEEE who recently graduated in the last 10 years to attend. There are many faculty and industry representatives who attend this meeting to recruit potential students, post docs and employees. Also it is a great opportunity to meet and develop professional networks with established professionals and peers.
- e. Could have an information meeting at the current meeting, but would be hard due to time. Perhaps we could plan on this for next year.
- f. Looking at increasing membership dues to \$45 and setting a national maximum so as to have uniformity in dues nationwide. Reason for increasing dues is to meet the rising costs of the certificates, pins and postage, in addition to paying administrative fees and the executive director.
- g. Dr. Voigt suggested charging the departments an initiation and annual fee. AIMBE does this for their Academic Council. Dr. Nathan suggests that this would need to be clearly justified in terms of benefits or else the charge would be unnecessarily taxing.
- h. Need to make it explicit that the AEMB travel awards should be matched by the department or the school. This will be a good promotion of the society and a worthwhile investment of the department's money in getting their students to the conference (Dr. Jeutter, Dr. Murray, Dr. McGoron). This will also increase student's awareness of the opportunities present and empowers them.



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- i. Need to work on fund raising for the upcoming banquet. The raw cost per person is \$28 including desert, beverage and gratuity at McCormick & Schmick's. So far no monetary contributions but many organizations are interested to affiliate with us.
6. AEMB sessions at BMES conference
    - a. Dr. Murray volunteered to be the official photographer.
  7. Moving forward
    - a. Building industry relations
      - i. Dr. Collins had served 8 years with industry and AEMB needs to build a scaffold to put any proposals for industry relations together. Will be happy to help. At this point it is preliminary.
      - ii. Need to make it clear and quantitatively justify why membership dues are being raised (Dr. Hale).

Look at other engineering honor societies to get an idea of how much their dues are and their initiation fee structure (Dr. Hale).
      - iii. Need to put a budget together for this year and upcoming years and need to have projections to get a complete picture of where we are going to be (Dr. Jeutter).
      - iv. Any increase in dues needs to be justified based on actual expenses. Dr. McGoron will coordinate the budget for the 2012 – 2013 year and the issue will be discussed further via email among the board and officers prior to the October meeting.
      - v. Need to nominate a non-student treasurer position (Dr. Hale). This is important to maintain checks and balances independent of the Executive Director (Dr. Hale and Dr. Collins).
- Furthermore, a non-student treasurer can help to grow the fund raising aspect of the society. Dr. McGoron will prepare an amendment to the constitution that will be reviewed by the Advisory Board and officers to be sent to the chapters at least 30 days prior to the October meeting where it can be brought to a vote, as required by the constitution.