

Meeting Location: Seattle, WA

Meeting Date: Monday, June 30, 2014
10:15am – 12:00pm, Columbia (4th)

Attendees: Michael Connor*, Chair
Jennifer Leach*, Secretary
Michael Bilderbeck*
Larry Spielvogel
Mitchell Swann
Kristin Schaefer
Duane Wolf
Filza Walters
Richard Rooley
Bill Coad
Farooq Mehboob
Art Geissler
Luke Werner
Khalid Hagidi
Scott Fanning
John Sealy
Lee Millies
Samir Traboulsi

Date Issued: January 26, 2015

1. Welcome & Introductions
2. Approval of Minutes from New York Meeting (5-0-0,CNV)
3. TC Chairs Report
 - a. Statistics show about half of all presentations are accepted
 - b. Consult CEC Track Chair for assistance in preparing submittals
 - c. Seminar/Forum submissions due August 11th
 - d. Access the committee roster from you bio online
4. Sub-Committee Reports
 - a. Membership – Rolling off (Larry and Mike) Add Kristin Schaefer, Dwayne Wolf,
Corresponding: Scott Fanning, Samir Traboulsi
 - i. Chair: Wayne Webster
 - ii. Vice Chair: Jennifer Leach
 - iii. Secretary: Kristin Schaefer

- b. Ethics (Richard Rooley)
 - i. Met on Saturday, June 28th. Committee members in attendance were Richard, Mike C., Mitch, Larry, Mike B., Kristin.
 - ii. Four programs on ethics in Seattle
 - iii. Mock Arbitration submission for Chicago. TC7.2 agreed to co-sponsor. Mitch will chair.
 - iv. Case study submission for Chicago. Mike B. to chair.
 - v. Mike B. presented a summary of State requirements for ethics PDH's. Consider adding this document to the TC website.
 - vi. Filza mentioned that ABET accreditation now requires a learning outcomes for ethics.
- c. Programs (Leon Shapiro, not present)
 - i. Feedback from this morning's workshop "The HVAC procurement process violates the ASHRAE code of ethics" was well received. Bill Coad suggested a program for Atlanta that would deal with solutions to the problems of the HVAC procurement.
 - ii. Programs for Chicago. Mike B. Case Studies; Mitch S. Mock Arbitration.
 - iii. Ethics 101 shouldn't be a stand-alone conference paper but will be incorporated into the case studies offered at winter meetings as an intro.
 - iv. We will cosponsor "In the world of disruptive perpetual change, history creates a bad baseline." Submitted for Chicago. Mine information instead of accepting it. Don't just do it the way we've always done it.
 - v. Future Topics
 - 1. How are discoverable documents used in court proceedings? Upgrade "The Good, the Bad, the Ugly."
 - 2. Practice management: What do you keep? What do you throw away?
 - 3. A workshop on "Best practices in the training of young engineers."
Motivation: paycheck vs. learning or career development? Mentoring.
Bill Coad (with assistance from Jen) will chair for Chicago. Speakers

4. Is Sustainability Ethical? Presented by Samir. Include members of other countries and specifically exclude US?
 - d. Website (Jen Leach)
 - i. Update the roster for the website.
 - ii. Create links for business resources. Mitch will send to Jen.
 - e. Publications (Mike C.)
 - i. TC7.2 has four members of their committee to review the design build survivors guide. Ready for rollout in Orlando. Draft for Chicago, approval for Orlando, publish in Orlando.
 - ii. The good bad and the Ugly: the dvd. Review to see if it can be a special publication.
5. New Business
 - a. Schedule a subcommittee meeting to discuss the proposed ASHRAE Strategic Plan and internationalization of American practices overseas.
6. Adjourn