



55th CSCHE Annual General Meeting

Monday, October 19, 2020

12:02-14:05 ET

Virtual Meeting

MINUTES

1. Call to order

- The meeting was called to order at 12:02PM local time by Charles Jia, MCIC, CSCHE President.
- Charles Jia asked that Paul Smith, MCIC, CSCHE interim Executive Director introduce Phil De Luna who will be giving a talk before the AGM.
- Phil De Luna gave a talk/presentation on “Why the future of discovery will be self-driven”.
- Paul Smith indicated that a quorum was present.

The agenda was adopted as presented.

Moved: Rachel Murdy

Seconded: Jules Thibeault

No discussion

CARRIED

2. Adoption of the Minutes of 54th AGM

MOTION:

THAT the Minutes of the 54th Annual General Meeting held on October 22, 2019, in Halifax, NS be adopted as circulated.

Moved: Pascale Champagne

Seconded: Simant Upreti

No discussion

CARRIED

3. CSCHE Annual Report, Charles Jia

- Past year has been unprecedented and challenging due to COVID-19
- CIC has gone through many organizational changes
- He reminded everyone that next week is our first virtual conference and reminded everyone to register if they haven't done so.

Peter Ozemoyah, MCIC (Conferences and Symposia)

Halifax conference

- Budgeted registrations = 950, actual registrations = 634
- Low number of registrations increased the budgeted deficit from \$18,716 to \$60,137.

Ottawa conference (Oct 2020):

- So far we have 452 registrants. Budgeted number of registrations: 840.
- COVID has posed some challenges.
- Peter asked everyone to encourage their students and everyone to register so we can meet our budgeted numbers.

Montreal (Oct 2021):

- The pandemic situation will determine if this conference will be physical (in-person), virtual, or hybrid. A decision will be made next year.

David Beckman, MCIC (Past President):

- The Strategic Initiatives Committee continued its efforts focused on Membership Growth, Member Engagement and Benefits, and invigorating Local Sections.
- Following the onset of the COVID19 pandemic, the national office created CIC ViRTUAL which offers virtual meetings and talks.
- Discussions about the Young Professionals Committee took place earlier in 2020, but due to COVID-19 and other pressing matters, there has been little effort on this initiative.

Gregory Patience, MCIC (Subject Divisions and Local Sections)

- There is a need to reinvigorate local sections. Many are not active.
- There are 29 sections across Canada, 27 of which have CSChE members.
- It is recommended that other sections follow Montreal's format; holding remote industrial Zoom presentations and speed networking.
- Subject divisions are less active in the CSChE conference than they are in the CSC's annual conference.
- We recommend that all subject divisions with 20% or more chemical engineers organize at least one session at the annual conference.

Pascale Champagne, MCIC (Student Affairs)

- Activities have been curtailed with the student chapters.
- Coordinated activities have been down this year.
- It has been suggested to launch a mentorship program.
- Plant design competition – Hatch withdrew their sponsorship this year. But there will be a CSChE competition but with no monetary prizes.

Simant Upreti, MCIC (Awards)

- This year, two new awards were introduced for graduate students:
 - 1) CSChE Best Master's Thesis Award
 - 2) CSChE Best Ph.D. Dissertation Award
- The Jules Stachiewicz Medal was reactivated.
- Provisions have been adopted for all nomination-based CSChE awards, except student (or student chapter) awards.

Jyoti Patel, MCIC (Industrial Liaison – West

- A CIC Conference Industry Program (CIP) Committee was created earlier in 2020.
- It discusses ways increase industry participation at future CSChE Conferences.
- The committee is a team of 7 individuals and has members from all 3 societies: CSC, CSChE, and CSCT.
- The CIP strategized on how to increase participation to new members and integrate sponsorship opportunities. 4 main ideas came out of the discussions.

Kyra van den bos (on behalf of João Soares, FCIC, Publications and Continuing Education and Editor-in-

- 2019 2-year impact factor increased from 1.610 to 1.687
- 5-year impact factor increased from 1.495 to 1.544.
- The journal is read globally; top three downloading countries being China, the USA, and Canada in 2019 and 2020.
- 7005 subscribers in 2019; an increase of 1005.
- Overall increase of 7.3% (YTD) in article downloads in 2020.
- January 2019: double-length issue was published
- June 2019: the first electronic issue with 50 articles was published
- A second electronic issue will be planned for 2021.

Charles Jia, MCIC (President)

- As of December 31, 2019, memberships were down in all categories.
- Full-fee members down from 453 a year ago to 401, a drop of 11%.
- Total CSChE memberships were down from 1621 to 1025.
- He thanked CIC national office staff and David Beckman for his outstanding service.

Report of the Treasurer – Anil Mehrotra

- Mehrotra presented the Treasurer's report using the circulated auditors statement as the basis for his report.
No issues were identified by the auditors
- CSChE showed an operating loss of \$71,050 compared to a budgeted loss of \$49,459.
- 2019 budget was approved with a deficit of \$49,459, partly due to decreased revenue anticipated from Halifax conference.
- Membership numbers dropped in 2019 to 1,028 from 1,622 (previous year), reducing membership revenue by \$42,281 from the budget.
- The Halifax Conference was budgeted to generate a surplus of \$71,284 (without staff time), loss was \$60,135 with staff time included.
- The Canadian Journal of Chemical Engineering recorded a surplus of \$86,905 for the year ending December 31, 2019.

MOTION:

THAT the financial report and the auditor's statement of the fiscal year ending December 31, 2019 be adopted as presented.

Moved: Charles Jia

Seconded: Simant Upreti

No discussion

CARRIED

Report of the CSChE interim Executive Director

Paul Smith spoke about the work that had been carried out since the last report to membership.

Thanked national office for the great work they are doing.

Next week will be our first fully virtual conference for the organization. There will be a section with the themes of equity, diversity and inclusion (in collaboration with NSERC).

CIC Virtual: is firmly established. Drawing in people from everywhere around the world. Virtual discussions, webinars, seminar series, etc. Contact the national office if you are interested in organizing a seminar series in your area of speciality.

CIC Communications: we reach out to members and the community through the CIC NEWS bi-weekly email newsletter, and are very active on social media.

Subject division: they are slightly less active regarding CSChE. The Energy Division and the Process Safety Division are working with the national office to create promotional material for their divisions.

Governance Task Force: it has been formed to examine the governance structures of the CIC and its constituent societies and ensure that the organization operates in optimal ways. It will report back around May 2021 with its recommendations. It is encouraged that the board send any feedback (areas of improvements, what works well, etc.) to Paul Smith.

4. Appointment of Auditors for 2019

MOTION:

THAT John Frouin, chartered accountant of the Frouin Group, be appointed as the CSChE auditor for 2020.

Moved: Anil Mehrotra

Seconded: David Beckman

No discussion

CARRIED

5. Election of Directors

Beckmann introduced the proposed slate of Directors and proposed offices.

Directors and Officers for 2020-2021:

- President: James Diamond, MCIC
(Past President 2021-2022)
- Vice-President: will be decided in the next week
- Treasurer: Anil Mehrotra, FCIC
(2018-2021)

- Past President: David Beckman, MCIC (2019-2020)

Director 2020-2021:

- Director of Subject Divisions and Local Sections: Gregory Patience, MCIC, Polytechnique Montréal

Directors 2019-2022:

- Director of Awards: Simant Upreti, MCIC [start of second three-year term]

Directors 2018-2021:

- Director of Conferences and Symposia: Peter Ozemoyah, MCIC
- Director of Student Affairs: Pascale Champagne, MCIC
- Industrial Liaison (West): Jyoti Patel, MCIC
- Industry Liaison (West): Rachel Murdy, MCIC

Directors 2018-2024:

- Director of Publications and Continuing Education and *Can. J. Chem. Eng.* Editor-in-Chief: João Soares, FCIC

No nominations from the floor.

MOTION

That the proposed slate of Directors be approved as presented.

Moved: David Beckman

Seconded: Nader Mahinpey

No discussion

CARRIED

6. Acknowledgement of the CScHE Director and / or Officers Retiring

Charles Jia thanked David Beckman for his service.

7. Remarks of the Incoming President

- Charles Jia invited James Diamond, incoming President to say a few words.

8. Other business

Jia inquired if there was other business duly brought forward.

There was no other business.

9. Next AGM

The next AGM will be at the end of June 2021 to conform with **rules**.

10. Adjournment

The meeting was adjourned at 14:05 ET.

David Beckmann, MCIC
CSCHE President

Ian Jobe, MCIC
CSCHE Executive Director, CSCHE Secretary

Signed electronically

DRAFT