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DRAFT AGENDA – OPEN SESSION FY24 BOARD OF GOVERNORS MEETING

Wednesday, April 17, 2024
1:00 pm to 2:15 pm (EDT)

1. Opening of the Meeting (Start Time 1:00 pm)

- 1.1. Call to Order
Tom Kurfess
- 1.2. Adoption of the Agenda ACTION
- 1.3. President's Remarks (10 minutes) INFORMATION
Tom Kurfess
- 1.4. Executive Director/CEO's Remarks (10 minutes) INFORMATION
Tom Costabile
- 1.5. Consent Items for Action ACTION

Identification of items to be removed from Consent Agenda

Consent Items for Action are items the Board is asked to take action on as a group. Governors are encouraged to contact ASME Headquarters with their questions prior to the meeting as it is not expected that consent items be removed from the agenda.

- 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 (10 minutes) INFORMATION
Bill Garofalo
- 2.2. Committee on Sustainability (10 minutes) INFORMATION
Tom Costabile and Sean Bradshaw
- 2.3. FY24 State of Membership and 2024-2025 Membership Dues ACTION
Josh Heitsenrether and Linda Wong (15 minutes)
- 2.4. Enterprise Goals (15 minutes) INFORMATION
Jeff Patterson

- 2.5. July Planning Meeting (5 minutes)
 Tom Costabile and Michael Johnson

INFORMATION

3. New Business

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	TBD
Sep-Oct 2024*	TBD	11:00 am – 1:00 pm	Virtual Meeting
November 17, 2024*	Sunday	8:30 am – 3:00 pm	Portland, OR

*FY25 Board of Governors

5. Adjournment – Open Session

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
- 2.3. FY24 State of Membership and 2024-2025 Membership Dues



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

**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**

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

Internal Unit	Nominee	Appointment Position/Title	Appointment Term/Category	Appointment Type	History
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

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

Agenda Item Executive Summary:

On October 6th, 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

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

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 Pourgol, 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

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

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 1st 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

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

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.

Deleted: Board on Standardization and Testing, Board on Nuclear Codes and Standards, Board on Pressure Technology Codes and Standards, Board on Safety Codes and Standards, Board on Conformity Assessment, Technical and Strategic Advisory Board, Board on Council Operations, and the Board on Hearings and Appeals.

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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

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

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



P-7.2
4/13

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
February 13, 2024

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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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Deleted: [1]In accordance with the Job for Veterans Act, the term "covered veteran" means any of the following veterans:¶



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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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- Deleted:** or any other characteristic protected by
- Deleted:** age, race, color, ethnicity, sex (including pregnancy), gender, gender identity, gender expression, national origin, citizenship status, religion, sexual orientation, disability, and veteran or military status, or any other characteristic protected by state or local equal employment opportunity laws

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)

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(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

Date Submitted:	March 11, 2024
BOG Meeting Date:	April 17, 2024
To:	Board of Governors
From:	William Garofalo, Chief Financial Officer
Presented by:	William Garofalo
Agenda Title:	FY24 YTD Financial Update

Agenda Item Executive Summary:

A YTD FY24 financial update will be provided.

Proposed motion for BOG Action:

None

Attachment(s):

None



Board of Governors Meeting Agenda Item Cover Memo

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

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
Milestones			NY Climate Week		IAB & CoS Meeting		COP28	CoS Meeting			BoG Meeting	CoS Meeting	BoG Meeting
Governance	BoG approves CoS members					Id. & onboarding BoG Liaison		Op Guide Review with COR, Revision & Endorsement					
CoS Operations				CoS onboarding & IAB engagement		CoS Leadership Strategy Sprints		Co-Design Draft Roadmap					
Thought Leadership & Partnership		NYCW: Salon & Energy Workforce Event					Op-Ed: COP 28 Reflection on Green Hydrogen		Climate Career Week: In-Climate Mech Eng				
GHG Accounting										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

CoS Onboarding

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

CoS Strategy Sprints

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

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

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



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.

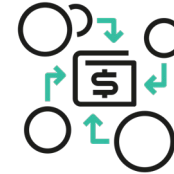
Some see a reputation benefit or protector; some are required by legislation.



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.



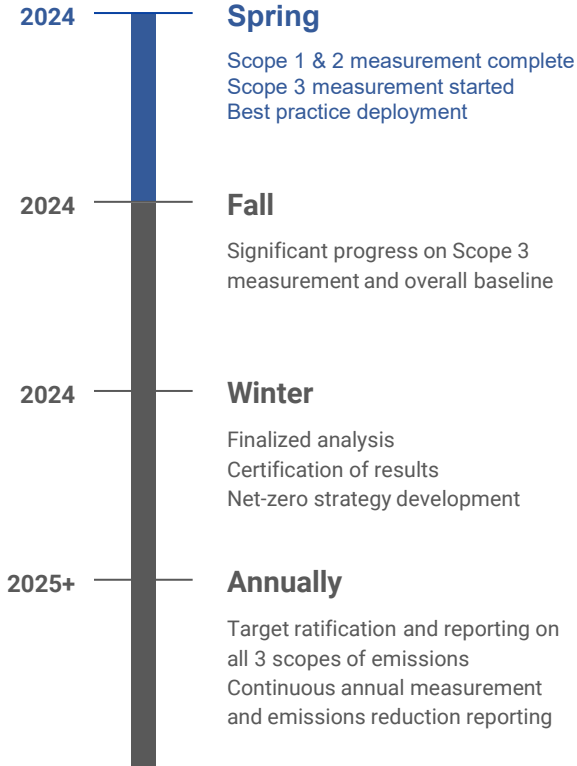
MARKET ACCESS

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



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.

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

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.

Scope 1 Emissions	Scope 2 Emissions	Scope 3 Emissions
Direct emissions from owned or controlled sources, such as fuel combustion in boilers or vehicles.	Indirect emissions from the generation of purchased electricity, heating, and cooling consumed by the measuring entity.	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.

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



Board of Governors Meeting Agenda Item Cover Memo

Date Submitted:	March 11, 2024
BOG Meeting Date:	April 17, 2024
To:	Board of Governors
From:	Executive Committee
Presented by:	Josh Heitsenrether and Linda Wong
Agenda Title:	FY24 State of Membership and 2024-2025 Membership Dues

Agenda Item Executive Summary:

ASME membership staff will present a business update and state of membership as of midyear FY24, followed by a membership dues recommendation for 2024-2025.

The Executive Committee has reviewed the 2024-2025 membership dues information with staff who have recommended not to increase dues. The Executive Committee concurs that dues should not be adjusted for this next year in order to continue to stabilize and grow the membership headcount.

The Executive Committee recommends that the Board of Governors not increase or decrease base membership dues for 2024-2025. The base membership dues would remain at \$158.00.

Proposed motion for BOG Action:

To approve 2024-2025 membership dues of \$158.00.

Attachments: PowerPoint Presentation

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Membership Business Update

April 17, 2024



- General update on the state of ASME Membership FY24 YTD Q3
- The Current ASME Membership dues is \$158
- The ASME's by-laws allow for an annual increase the membership dues based on the CPI Index which would be \$163
- Recommendation to the Board of Governors is to NOT increase annual membership dues.
- This presentation consists of 11 slides and is scheduled for 15 minutes.

- From 2021-2022, ASME changed to its new membership model with the intent to modernize the membership experience and be more consistent with customer expectations from their everyday digital lives outside of ASME.
- In 2022, the traditional single membership year model which began on Oct 1st for all members was upgraded to a rolling anniversary model based on each individual's activation date, similar to today's streaming services or other subscriptions. Also, the grace period for renewals was reduced from 4 months (Oct-Jan) to 30 days.
- This system upgrade to a low-code/no code Salesforce environment simplified the back-end system configuration and product data and no longer requires heavy customization of data into Personify.
- Prior to this system upgrade, there was a single date at which all members who had not renewed were dropped from the member rolls, i.e., the "Drop Date," which occurred on Jan 31st of each year, after the original grace period ended.
- With the new model, there is no single drop date – members expire and renew daily based on their respective anniversaries. June 30th is the new "count date" for membership enrollment.
- The system upgrade was implemented in 2022 and required two full membership cycles to transition to the new model.
- It is estimated that 2 to 3 years of data will be required to provide a multi-year trendline in the new model format. The patterns of historical member enrollment data before 2023 no longer offer direct comparison to previously collected data due to the changes in the product lifecycle.

Enrollment Trends with Comparison of Membership Counts based on Reporting Date

The decline in headcount in FY24 has recently started to stabilize. Acquisitions and winbacks are the key drivers for stabilization. However, the impact of the model change means data trends are not comparable to data prior to 2022, as illustrated below. The story is skewed depending on the reference data used.

Membership Counts using end of calendar year (as of 12/31)

	2020	2021	2022	2023	2024
Members	76,409	70,475	63,854	51,554	51,868
Students	26,245	22,856	23,237	16,176	17,379
Total	102,654	93,331	87,091	67,730	69,247

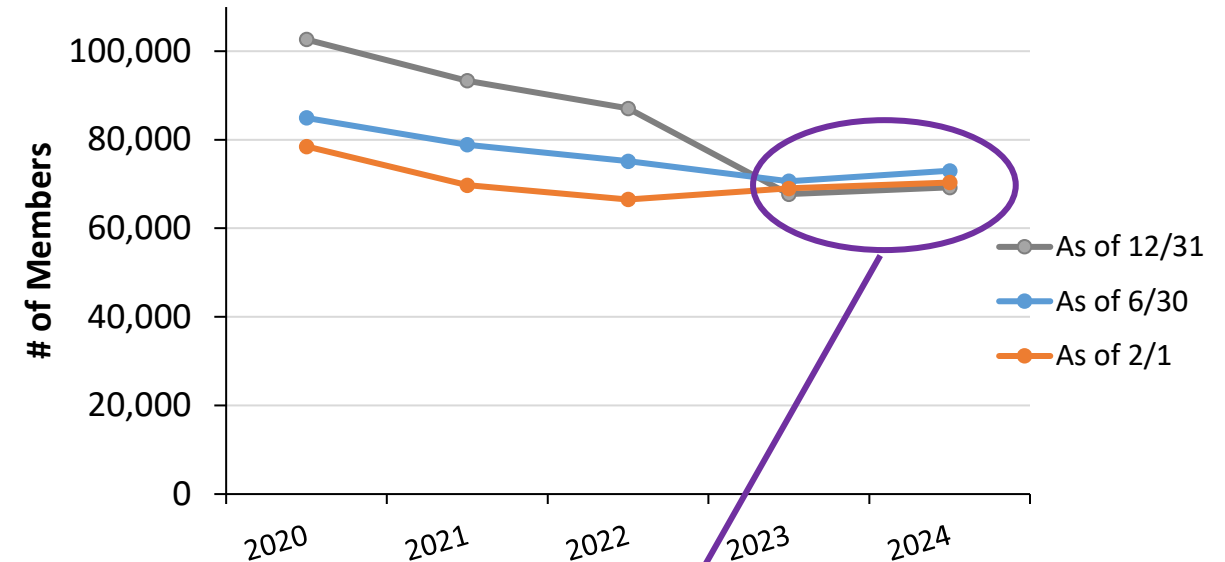
Membership Counts using Old Model Drop Date (as of 2/1)

	2020	2021	2022	2023	2024
Members	63,302	60,012	55,167	52,073	52,385
Students	15,184	9,716	11,365	16,940	17,973
Total	78,486	69,728	66,532	69,013	70,358

Membership Counts using New Model Count Date / Fiscal Year End (as of 6/30)

	2020	2021	2022	2023	2024 Projected
Members	65,494	61,462	57,616	54,107	54,290
Students	19,471	17,403	17,552	16,519	18,711
Total	84,965	78,865	75,168	70,626	73,001

Membership Headcounts as of Various Annual Count Dates



In new model years (2023-2024), all 3 reference dates show early indicators of stabilization.

- 2020-2022 fixed drops on 1/31
- 2022 - Change in drop date to Nov 1st from Jan 31st prior years
- 2023-2024 daily drops. FY23 is the first fiscal year with daily drops.
- 2023 & 2024 – Anniversary Membership / Daily cumulative drops

Distribution of Membership

The proportion of paying vs. non-paying dues members has remained the same. However, there has been a dip in Life Members paying the service fee for ME Magazine (-3% as a percent to total) even though the number of Life members has continued to increase.

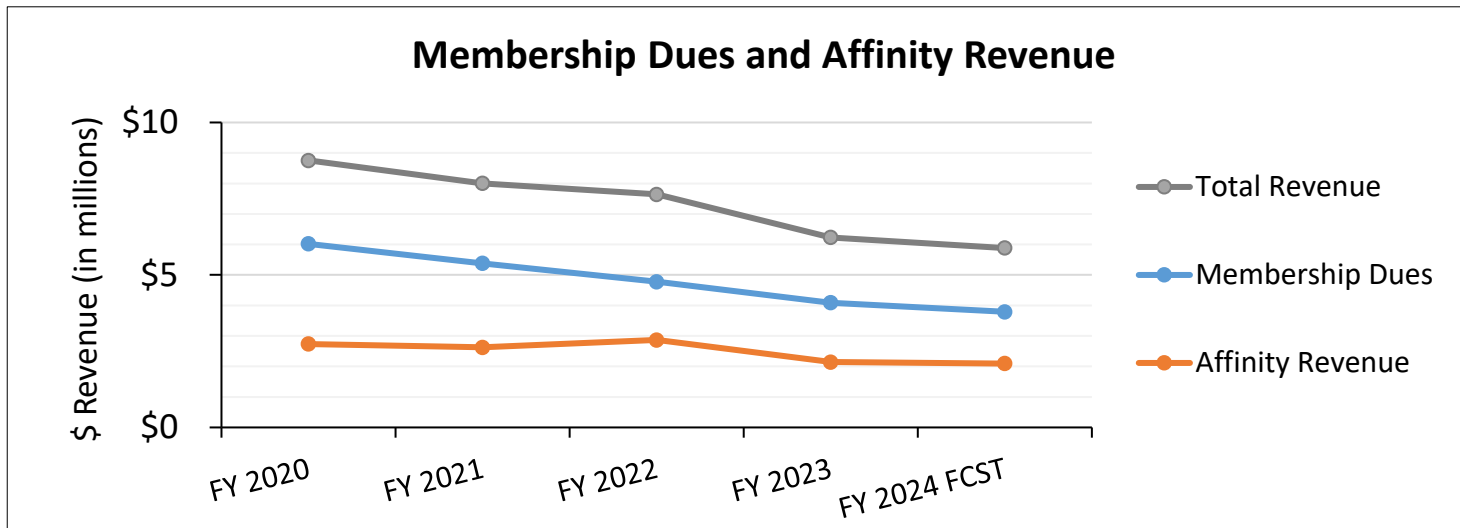
Membership Segments	Base Dues *	Dec'22 Total	% of Total	Dec'23 Total	% of Total
Member, Fellow, Affiliate	\$158	21,342	32%	21,281	31%
Member out of School 4 years	\$134	426	1%	431	1%
Member out of School 3 years	\$110	443	1%	404	1%
Member out of School 2 years	\$86	503	1%	552	1%
Member out of School 1 years	\$63	756	1%	742	1%
Retired	\$79	1,590	2%	1,404	2%
Student	\$25	9,533	14%	10,559	15%
Total Paying Dues		34,593	51%	35,373	51%
Life Member	\$0	21,600	32%	24,317	35%
Life Member (Paying Service Charge)	\$39	3,599	5%	1,439	2%
Total Life		25,199	37%	25,756	37%
Free Memberships (Freshman Free, Complimentary, Honorary, Unemployed, etc)	\$0	7,938	12%	8,118	12%
Total Non-Paying Dues		33,137	49%	33,874	49%
Grand Total		67,730		69,247	

Due to rounding, % of Total may not total 100%
*Base Dues represent full rates and does not account for International Pricing or promotional pricing

Membership dues and Affinity revenue continues to decline. Key drivers for the decline are the mid-career professional renewals and the decline in insurance fixed royalties.

	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024 FCST
Membership Dues	\$6,018,476	\$5,379,370	\$4,774,279	\$4,088,452	\$3,789,256
Affinity Revenue	\$2,732,559	\$2,623,784	\$2,866,644	\$2,142,528	\$2,092,545
Total	\$8,751,035	\$8,003,154	\$7,640,923	\$6,230,980	\$5,881,801

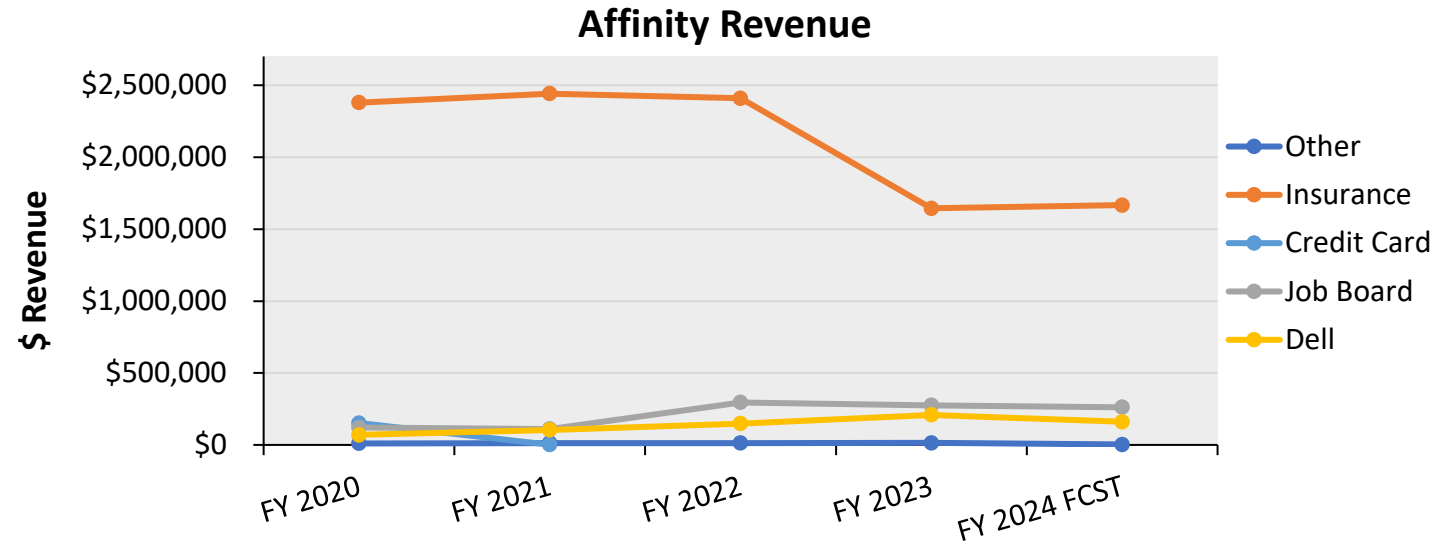
Membership Revenue June 30th each year



- Recent membership research had shown that mid-career members are **more** negative than other age segments about their ASME experience at a +3 NPS score
- Given political and economic turmoil in many international countries, there have been requests to offer free or heavily reduced membership dues.
- Not providing this accommodation (or continue where it already exists), would result in an additional lapse of members from several countries at a minimum including, Lebanon, Argentina, Sri Lanka, Egypt, and Nigeria.

Affinity revenue declined in FY23 mainly driven by the reduction in fixed insurance royalties. In FY23-FY24, there has been softening of sales for both Dell and the Job Board.

	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024 JAN FCST
B of A Credit Card	\$152,410	\$2,722			
Insurance	\$2,378,743	\$2,441,546	\$2,409,471	\$1,644,000	\$1,666,585
Job Board	\$120,659	\$111,459	\$295,722	\$275,661	\$261,903
Dell	\$69,611	\$104,421	\$148,427	\$208,646	\$160,639
Other	\$11,136	\$13,484	\$13,024	\$14,220	\$3,419
Affinity Total	\$2,732,559	\$2,673,632	\$2,866,644	\$2,142,527	\$2,092,546



Notes:
 1) FY20 BofA Credit Card royalties contract ended
 2) "Other" includes Membership Certificates, Car Rental, ASME Store and Lenovo

Data from Marketing General’s annual survey of membership organizations. Not specific to ASME.

TOP REASONS MEMBERS JOIN ORGANIZATION					
		Total (n = 687)	IMO (n = 261)	Trade (n = 207)	Combination (n = 219)
TOP 1	Networking with others in the field	64%	58%	68%	66%
TOP 2	Continuing education/professional certification	39%	50%	19%	45%
TOP 3	Learning best practices in their profession	33%	28%	36%	34%

TOP REASONS ELIGIBLE PROSPECTS DO NOT JOIN ORGANIZATION					
		Total (n = 684)	IMO (n = 259)	Trade (n = 206)	Combination (n = 219)
TOP 1	They don't see the value of membership	60%	57%	64%	61%
TOP 2	They don't know about us – lack of brand awareness	39%	35%	41%	42%
TOP 3	Their employer does not pay dues	29%	41%	10%	32%

Compared to trade association executives, Individual Member Organizations (IMO) and combination association executives are significantly more likely to acknowledge that their association may give away too many benefits, that there are too few members-only benefits.

Respondent Verbatims (not ASME data)

“The biggest impediment is that the target market does not seem to see any value in being a member in our association. Additionally, we lack manpower to properly execute plans and programs.”

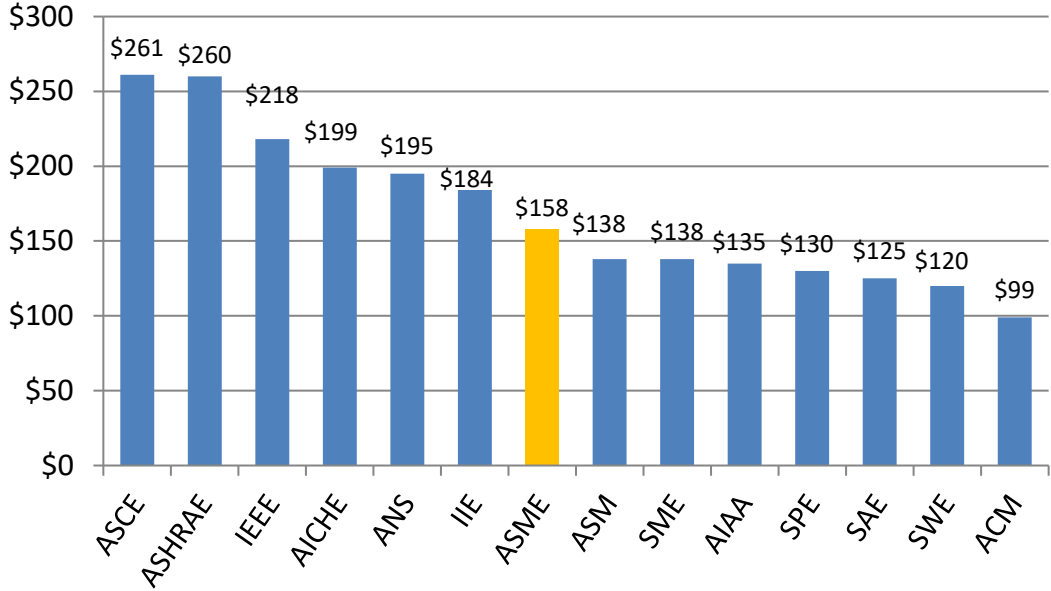
“A defined membership value proposition and supporting integrated technologies that can support an optimal user/member experience.”

“Effectively communicating value proposition to younger target market.”

“Our exclusive membership benefits are limited. We consistently are told that our members do not see the value

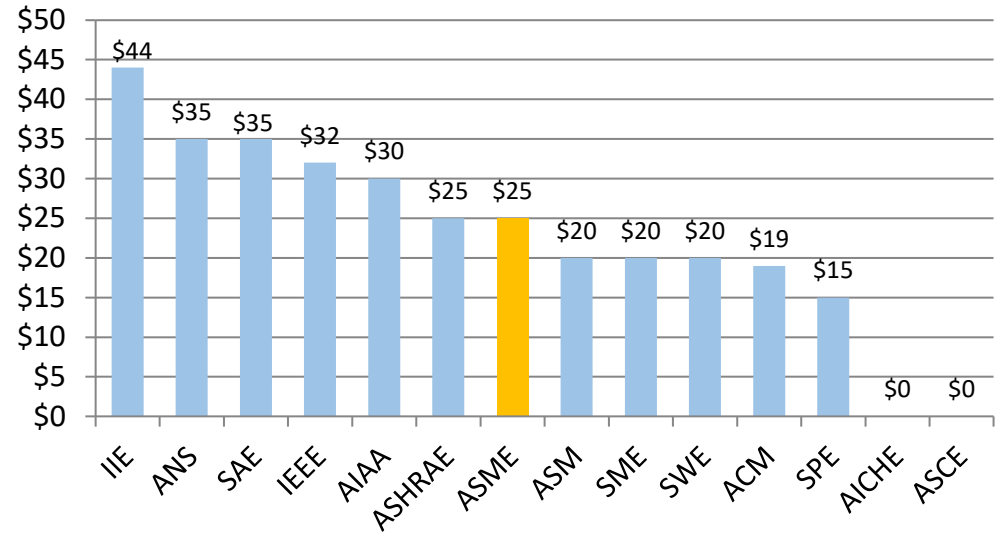
Source: Marketing General 2023 Membership Marketing Benchmarking Report
 * From 960 responses, 814 unique associations form the basis for this report.
 ** Mirroring past research, the healthcare industry is most represented in the study (21%), followed by education associations (12%) and white-collar professional services (9%).

Professional Membership Dues



- Legend** Updated Feb. 2024
- ACM Association for Computing Machinery
 - AIAA American Institute of Aeronautics and Astronautics
 - AICHE American Institute of Chemical Engineers
 - ANS American Nuclear Society
 - ASCE American Society of Civil Engineers
 - ASHRAE American Society of Heating, Refrigerating and Air-Conditioning Engineers
 - ASM ASM International (Formerly American Society for Metals)
 - IEEE Institute of Electrical and Electronics Engineers
 - IIE Institute of Industrial Engineers
 - SAE Society of Automotive Engineers
 - SME Society of Manufacturing Engineers
 - SPE Society of Petroleum Engineers
 - SWE Society of Women Engineers

Student Membership Dues



Calculation	CPI	ASME Dues
October 2023 Dues		\$158.00
January 2024 CPI	308.4	
January 2018 CPI	247.9	
Inflator (<i>Jan 24 CPI ÷ Jan 18 CPI</i>):	1.24	
Maximum allowable dues as per C9.1.1		\$197.00
<i>(Round down as per Society Policy 14.5)</i>		
Recommended FY24 October 2020 Dues: \$0 INCREASE		\$158.00

Recommend ***maintaining*** the current dues as follows:

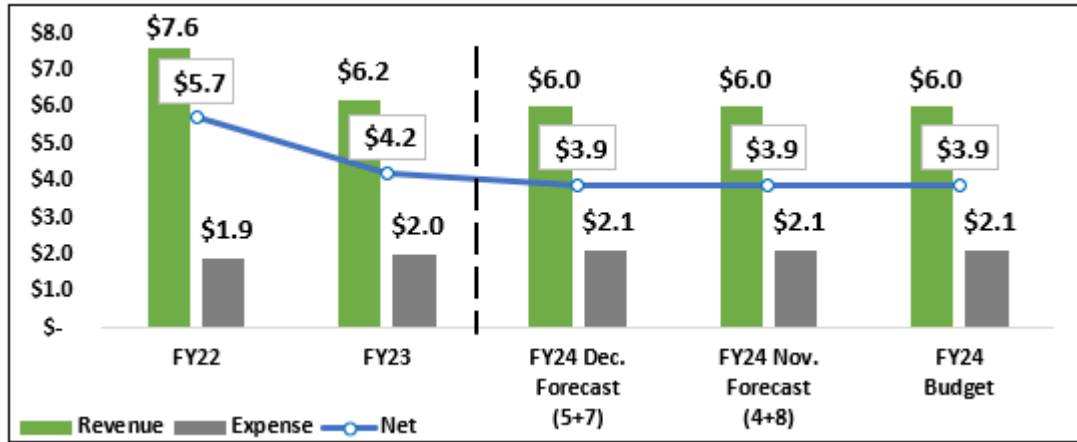
- The membership headcount is beginning to stabilize. An increase in dues may cause additional risk of attrition.
- A dues increase would impact international markets. Research from key markets (India and Latin American) have suggested that dues are too high given the lower purchasing power parity.

Recommendation to the Board of Governors
Maintain the current base membership
dues profile for the
2024 – 2025 Membership year

Appendix

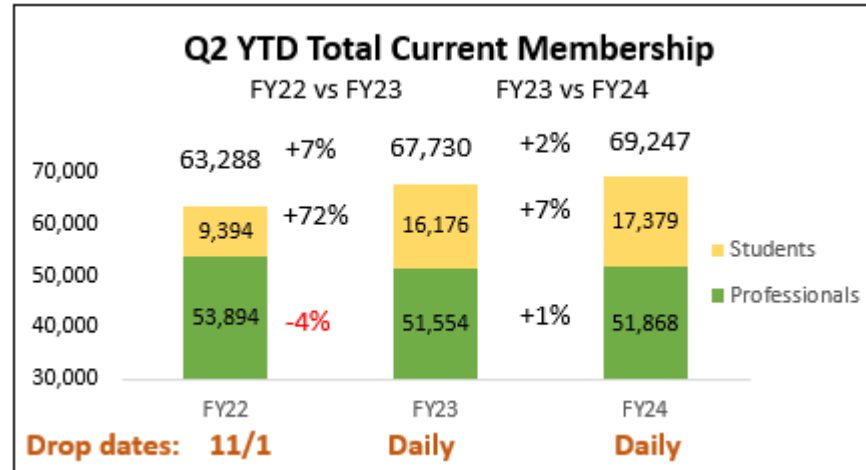
Membership Overview

Financial Full Year Outlook



FY24 net results are expected to be in line with budget. Affinity revenue has risk of \$64K in Q3.

Measure of Productivity



Current Membership includes members who have yet to renew (Oct'23 – Jun'24).

Global Market

Q2 Overall Membership	FY23	FY24	Net Change	% Change
USA/CAN	54,253	55,318	1,065	2%
Asia/Pacific	8,020	8,143	123	2%
Europe	1,681	1,727	46	3%
Latin/South America	1,238	1,933	695	56%
Middle East & Africa	2,538	2,126	-412	-16%
Total International	13,477	13,929	452	3%
Grand Total	67,730	69,247	1,517	2%

- US growth attributed to students from TX, WI, VA, IL, and FL. Asia growth driven primarily by professionals in India.
- Latin & South America growth driven by partnership with EnginZone. Increase driven by professionals in Mexico, Peru, Colombia & Brazil as well as students in Peru, Ecuador, Mexico, and Colombia.
- Middle East & Africa saw decline driven by students primarily in Nigeria, Egypt, and Saudi Arabia.

Q2 YTD New, Renewal and Winback Memberships

Active Membership	FY23	FY24	Net Change	% Change
New Members	1,478	1,859	381	26%
New Students	6,076	7,620	1,544	25%
Total New	7,554	9,479	1,925	25%
Renewal Members	45,659	42,143	-3,516	-8%
Renewal Students	1,497	840	-657	-44%
Total Renewals	47,156	42,983	-4,173	-9%
Winback Members	1,178	2,064	886	75%
Winback Students	316	552	236	75%
Total Winbacks*	1,494	2,616	1,122	75%
Grand Total	56,204	55,078	-1,126	-2%

* Winbacks are dropped Members who come back after 1+ years

Active Membership includes members who have renewed or joined in the current fiscal year.

- Current membership is 69,247 and is 2% higher than last year, primarily driven by new students.
- FY22 drop was on 11/1 reflecting the lower student counts.
- Q2 Active memberships are behind by 2% (1,126) primarily driven by the professional renewals, however, new and winback memberships are higher than prior year.
- Acquisitions are +25% to prior year. 80% of the growth is driven by Students from US (26%), India (23%), Pakistan (14%), Peru (14%), and Lebanon (12%). Professional acquisition growth driven by US members.
- New student acquisitions driven by Group Student Memberships, Section Operations efforts, Community College program, Lebanon and Latin America partnership.
- Winbacks are up 75% from the prior year, mainly driven from successful email and digital ad campaigns. Targeted messaging highlighting member benefits, and campaign focus on expired leads contributed to the increase in winbacks.

Lapsed members who reactivate their memberships have also had a strong contribution to headcount growth. The professional segment, in particular, have reacted well to promotions offering 25-30% off during the holidays.

Q2 YTD New, Renewal and Winback Memberships

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Winback Members	1,178	2,064	886	75%
Winback Students	316	552	236	75%
Total Winbacks*	1,494	2,616	1,122	75%

* Winbacks are dropped Members who come back after 1+ years

Campaign Results

Holiday Promotions	# Purchases	\$ Sales	% Members	% Students	Average Payment	Average Age	Average Mbrshp Years	US	INTL
CYBER25	149	\$14,972	89%	11%	\$100	48	14	74%	26%
GIFT30	184	\$18,290	96%	4%	\$99	51	15	64%	36%



Although we've seen an increase for both professionals and students, students are driving the growth in acquisition. Group student memberships and sections have been strong drivers for this segment.

Q2 YTD New Memberships

Active Membersh	FY23	FY24	Net Change	% Change
New Members	1,478	1,859	381	26%
New Students	6,076	7,620	1,544	25%
Total Acquisitions	7,554	9,479	1,925	25%

- 35% of the new students increase driven by Group Student Membership, Section Operations, Lebanon, Community College Program and Latin America
- Each of these segments are offered a discount to join membership

Group Student Memberships (GSM):

Top Countries participating in GSM

	FY24	% of Total
India	683	48%
Pakistan	221	15%
Latin America	308	22%
USA	157	11%
Bangladesh	36	3%
United Arab Emirates	23	2%
Total GSM	1,428	

- 66% of the countries participating in Group Student Memberships are from Asia
- 22% of the GSM are from Latin America - Peru, Mexico, Colombia, Ecuador

- **Professional & Student Lapsed:**
 - Shift to more students lapsing as a percent to total
 - FY24: 45% professionals / 55% students
 - FY23 : 53% professionals / 47% students
- **Lapsed Age Segment breakdown:**
 - Largest lapsed segment is mid-Career professionals (ages 35-54) at 36%
 - Second highest segment is experienced professionals (ages 55-64) at 25%
 - Early Career Engineers 34 & under made up 18%
- **Geographic:**
 - US vs Int'l: 64% vs 36%; flat to prior year.
 - Countries with the most lapsed professionals were from US, Canada, India, Lebanon, People's Republic of China and UK.
 - Lapsed students were from US, India, Lebanon, Pakistan, Saudi Arabia, Bangladesh, Egypt, Mexico, Nigeria, and Canada.



Board of Governors Meeting Agenda Item Cover Memo

Date Submitted:	March 11, 2024
BOG Meeting Date:	April 17, 2024
To:	Board of Governors
From:	Jeff Patterson
Presented by:	Jeff Patterson
Agenda Title:	Enterprise Goals

Agenda Item Executive Summary:

We will discuss Q3 staff performance for each of the six approved FY24 Enterprise Goals.

Proposed motion for BOG Action: None

Attachment(s): None



Board of Governors Meeting Agenda Item Cover Memo

Date Submitted:	March 11, 2024
BOG Meeting Date:	April 17, 2024
To:	Board of Governors
From:	Tom Costabile and Michael Johnson
Presented by:	Tom Costabile and Michael Johnson
Agenda Title:	July Planning Meeting

Agenda Item Executive Summary:

A brief overview will be provided regarding the content of the BOG Planning Meeting scheduled for July 2024.

Proposed motion for BOG Action: None

Attachment(s): None