

June 14, 2013 P-IE Governing Council (GC) Meeting

Attendees: Thompson, Siebert, Adamczyk, Pendleton, Rao, Davis, Sparks

Summer 2013 Elections – Paperwork has been submitted to Pamela Reid at ESA headquarters with the elections opening in Mid-late July.

P-IE Annual Report: Gary Thompson prepared a draft report and it was reviewed by the P-IE GC members. The final report will be submitted to ESA headquarters the week of June 17th.

ESA Annual Meeting: Gary Thompson announced that 47% of ten minute papers submitted were for P-IE section sessions. There will also be 22 P-IE Section symposia and 32 Member symposia for the Annual meeting. The GC discussed types and quantities of give-aways for the All P-IE session.

P-IE Survey: A survey was distributed to P-IE members and closed on June 15th. The P-IE GC will receive the results and prepare them in a format to be able to better understanding member needs from the P-IE section.

June and July P-IE Newsletter – The GC discussed content for the upcoming newsletters which will include announcement of speakers at the ESA Annual Meeting All PIE Session, continued recruitment for ESA Annual meeting volunteers, Masters level graduate student award, and biographies of candidates for P-IE GC offices up for election.

P-IE Section Operating Manual – Melissa Siebert, P-IE Secretary, has prepared a draft of an operating manual that can be used by P-IE leadership toward accomplishing key activities. Roles, responsibilities, and key charges for P-IE are outlined within the document. The GC reviewed this first draft.

Financial Update, Paula Davis – First check requests have been submitted to ESA for the Undergraduate award winners. The second check requests will be submitted to ESA in early August. To date, P-IE has spent \$4,391 and the P-IE is on track with planning early in the year. The current balance is \$36,960.93.

Approved: Gary Thompson, Melissa Siebert, Bonnie Pendleton, Sujay Rao, Paula Davis, John Adamczyk, Alton Sparks