

SIGMA GAMMA TAU
NATIONAL HONOR SOCIETY FOR AEROSPACE ENGINEERING

2000 Triennial Convention Minutes

April 1-2, 2000

DAY ONE

1. Triennial Convention was held at Wyndham Hotel, Atlanta, Georgia, to coincide with the 41st AIAA Structural Dynamics, and Materials Conference to be held April 2-6 in a nearby hotel. Formal meetings were conducted in the evening of Saturday, April 1, and in the afternoon of Sunday April 2, 2000.

2. The National President called the meeting to order at 8:00 p.m. on April 1, 2000. Dr. Frederick H. Lutze welcomed faculty and student delegates to the convention. Introduction of delegates followed and quorum established. The following delegates were identified:

Region	Student	Faculty
Northeastern	Tom Rabbitt Syracuse Univ.	Dr. Iraj Kalkhoran* Polytechnic Univ.
Mid-Atlantic	Ray Yin Univ. of Virginia	Dr. Frederick Lutze** Virginia Tech.
Great Lakes	Jeffrey Scott Univ. of Illinois	Dr. Harry Hilton Univ. of Illinois
North Central	David Freeman Univ. of Kansas	Dr. Saeed Farokhi*** Univ. of Kansas
Southeastern	Sarah Graybeal Georgia Tech.	Dr. Mike Jenkins Georgia Tech.
Southwestern	No Representative	No Representative
Western	Jeremy Schoos Cal Poly, SLO	Dr. Tracy Doryland Embry-Riddle (AZ)

* Could not attend due to illness

** Substituting for Professor Sam Fisher, Mid Atlantic Regional Coordinator

** National President

*** Substituting for Klaus Hoffmann, North Central Regional Coordinator

*** National Vice President

3. In the absence of Vice President elect, the current Vice President was selected to serve as the 2000 Convention Secretary.
4. The minutes of the 1997 Triennial Convention were reviewed and accepted unanimously.
5. Dr. Lutze, The National President, gave a short overview of the "state of Society." A brief History of the society was given. Professor Harry Hilton, present at the Convention, was identified as the first secretary/treasurer who served in 1953. The number of chapters of Sigma Gamma Tau was quoted to be 49 active and one inactive (Northrop University). The number of initiates per year reached a minimum of 281 in 1996-1997. The number of initiates increased to 344 for 1998-1999 and as of April 1, 2000, 138 have submitted applications to the national office. The number of initiates seems to have stabilized and is expected to increase, albeit moderately. The biggest activity of Sigma Gamma Tau was in administering the honor undergraduate student awards program at the regional and national level. As a result of financial difficulties of the Society noted in 1997 Triennial Convention, the dollar award for the regional winners was reduced from \$200 to \$100 and the national winner award was reduced from \$400 to \$250. A brass plaque was also sent to each nominating chapters with the name of the nominee. One AIAA scholarship was sponsored by the Society in the past, and more discussions followed on the next-day meeting.

6. President Lutze outlined the procedure for new officer's nomination and election. An Electronic ballot was conducted and fourteen faculty advisors responded in affirmative approving the nomination of the previous Vice President (Dr. Saeed Farokhi, University of Kansas) who was nominated to become the new president-elect and Dr. Klaus Hoffmann (Wichita State University) was nominated to be the new vice president-elect.

7. Secretary/Treasurer report was submitted for review and discussion (attached). President Lutze noted an upward trend on the balance sheet. The amount of reserve fund was identified as \$15,000, stipulated by the last Convention, to be placed in a CD account. Dr. Lutze noted that the CD interest was about \$2,000 which helps defray the Triennial Convention expenses. These expenses were noted as ~\$7,000-\$8,000 which is funded through dues, CD interest and the interest on the checking account. The graduation stoles and jewelry were popular but did not produce any income for the Society. The National Office served as a distribution center for these items. An item on the balance sheet that related to the annual membership fee to the Association of College Honor Societies (ACHS) was discussed. More discussion followed later. Dr. Lutze asked the financial report prepared by the National Secretary/Treasurer, Ms. Marilyn Walker to be approved. The motion was seconded and unanimously approved. Dr. Lutze also noted his recent discussion with Dr. Batill, the previous National President of the Society and the need for an accounting audit to be performed at Notre Dame, where the treasury office of the Society has been for the past six years. A motion to express Society's appreciation to Ms. Marilyn Walker who served admirably as the National Secretary and Treasurer for the past six years was seconded and unanimously approved.

8. The National Vice President, Dr. Saeed Farokhi, reported on the status of the honor undergraduate student award program. The low number of chapter nomination was noted as the main problem with the process. In recent years about 22 schools nominated their best students for the regional and national award competition. However, this represents less than 50% of the 49 chapters eligible to participate. It was suggested to contact the department heads to stir up action on the part of faculty advisors who are not active. An updated list of all schools in the seven regions of Sigma Gamma Tau and the history of school nomination and outcome was produced by the National Vice President that was distributed to the Convention delegates and is also attached to the minutes of the meeting. In the follow-up discussion, it was suggested to bring in all the eligible universities who are currently not a member, e.g., university of Arizona, in the Society. Dr. Lutze noted the membership process for new chapters is fairly simple. He offered to identify the AE-departments to join.

9. In determining the per diem of the delegates, it was suggested that \$38 per day, for two days, is commensurate with the per diem that some universities have established for the city of Atlanta. The motion to accept the per diem level of \$38 per day was seconded and unanimously approved. The annual honorarium for the position of the National Secretary/Treasurer was moved to be increased from \$1,000 per year to \$1,200 per year. The motion was seconded and unanimously approved. The semi annual compensation for the outgoing National Secretary/Treasurer, Ms. Marilyn Walker, was also voted the new rate of \$600, to be paid retroactively from the beginning of this academic year.

10. On the subject of initiation fee for the national office, it was decided to keep the present level of \$25 and as voted by the 1997 Triennial Convention, the executive committee may vote to increase that level to \$30, if and when the Society's financial well being requires it.

11. A motion to drop the membership of the Society in ACHS was made, seconded and discussed. The general sentiment was that the membership costs and benefits are not commensurate and the Society could use the money more productively, e.g. for student scholarships. The motion passed unanimously.

12. On the practice of our Society paying \$1,000 to AIAA for a scholarship, a lengthy discussion followed. It was decided to keep the funds within the organization and use it directly for the student scholarships. In particular, it was decided to increase the honor undergraduate student award levels for the regional and national winners back to the level of 1997. The new regional winners are to be presented with a \$200 check and the national Ammon S. Andes award winner an additional \$200 (for a total of \$400).

The evening meeting was adjourned at 10:00 p.m.

DAY TWO

The National President Lutze called the meeting to order at 1:00 p.m. on Sunday April 2, 2000.

13. On the issue of discipline action taken against a member of the Honor Society, various kinds of offenses and potential remedies were discussed. It was deemed that the highest level of punishment, i.e. expulsion from the Honor Society, needs to be originated at the chapter level and the decision needs to be decided by the executive committee and the regional coordinators. This required an amendment to the constitution. Under ARTICLE II DISCIPLINE, section 2c, is to be modified from:

Old: Suspension or expulsion of a member from the Society may be initiated, at the request of a chapter, by the Executive Council but may occur only with the mail vote of three-fourths of the active chapters. If the ballot is not returned within thirty days, the vote will be considered against expulsion.

New: Suspension or expulsion of a member from the Society may be initiated, at the request of a chapter, for approval of the Executive Council and the regional coordinators, but may occur only with the vote of two-thirds of the Executive Council and regional coordinators. If the ballot is not returned within thirty days, the vote will be considered against expulsion.

The 2000 convention delegates unanimously approved the amendment.

14. Additional discussions about cost saving measures for printing the certificates followed. It was felt that the present centralized effort should be continued. The quality control and the uniformity of the output (on the certificates) were among the concerns voiced by the delegates if the certificates were to be locally printed by the chapters.

15. A national permanent website for the Society was deemed important. The present national website is not found with the search engines at this time. It was also suggested to increase the number of the Society chapters with their own websites from the present level. They all need to have a link to the national website. The e-mails of the chapter officers need to be included on the chapter website, which simplifies communication link between the national secretary and the chapters directly. This step removes the faculty advisor as an intermediate step for communication. Forms on the national web page need to be in pdf file format for ease of downloading and printing.

16. The Society has been out of the key casting and will have some made in a few weeks. The key material is not made of brass and does not need to be polished. The key is not widely ordered by the initiates.

14. Chapter activities were reported by the student delegates which ranged from model airplane contest, organized trips, engineering expo participation, outstanding sophomore and junior student selection, tutoring engineering students as a part of mentor program, organizing banquets with faculty and guest speakers, selection of faculty award, to classic airplane restoration.

14. The National Vice President announced that a plaque will be presented to Dr. Fred Lutze for his years of service to the Society and in particular for his outstanding service during the last three years as the National President.

Sigma Gamma Tau 2000 Triennial Convention was adjourned at 3:00 p.m.