

Minutes

AOC Executive Board Conference Call

Friday, September 3, 2004

3:00 pm to 4:00 pm, central time

Attendees:

Juming Wang, Shaojie Wang, Naiqian Zhang, Qin Zhang, Roger Ruan, Lingying Zhao, Qiang Zhang, Yanping Li, Ruihong Zhang, Chenghai Yang, and Zhongli Pan.

I. Juming Tang called the meeting to order at 3:00pm

II. Agenda suggested by Juming Tang was approved

III. Appointment of new AOC officers

- Motion to ask board's approval of adding editor in chief officer position into the AOC constitution. The position will be formally approved during next year's annual meeting.

Qiang Zhang moved the motion, Qin Zhang seconded the motion, motion carried

- Motion to recommend Ruger Ruan as the interim chief editor in chief, Juming Tang nominated, Ruihong Seconded, and motion carried.

- Motion to appoint the following officers

- Secretary—Lingying Zhao

- Student activity advisor—Naiqian Zhang

- Regional Director (depending on the agreement of the candidates):

North/South America: Xiusheng Yang

Asia and Pacific: Xiwen Luo

Chia: Baojie Wang

Europe and Africa: Guoqiang Zhang

Juming motioned, Qiang Zhang seconded, and motion carried

- Chair of committees:

Nomination and constitution: Qiang Zhang

Membership development: Chenhai Yang

Meetings and conference: Ruihong Zhang

Communication and networking: Jiannong Xin (website)

Publication:	Rongsheng Ruan
Student activity:	Ying Wang will talk to students to find the new committee chair for student activity
Professional Development and Awards:	Qin Zhang
Fund Raising:	Yanbin Li

- Board approved to spend \$300 to establish and maintain an independent AOC website
- Liaison will continue as the following

ASAE	K.C. Ting
CSAE (Canada)	Qiang Zhang
CIGR	Naiqian Zhang
AAAE	Naiqian Zhang
JAICAE	K.C. Ting
CSAE/CSAM (China)	Rongsheng Ruan
CIAM (Taiwan)	Ta-Te Lin
Euro-AGEN	Guoqiang Zhang

IV. Preparation for AOC function at the CIGR meeting in Beijing

- Naiqing will write a cover letter to introduce AOC's history
- Roger Ruan-- In Oct 10th evening, AOC will have a joint meeting with editorial officers of CSAE Journal
- Ruihong's email on establishing relationship between AOC and China Ministries

Zhang Qin: What is our purpose and what we try to do?

Qiang Zhang: During last year's forum, it is suggested to find funds from Ministry of Education. The chance to obtain funding is small. Overall, it is good to meet people and look for opportunities.

Naiqian Zhang: Good to meet. Workshop and conferences all need sponsors. Professor Wang Maohua will help to arrange the meeting. Recommend continuous efforts to make the connection and show energy and ability of AOC.

Qin Zhang: Strategies are needed.

Qiang Zhang: The purposes are to establish relationship and look for funding.

Roger Ruan: It is not difficult to find funding. We need to know what we try to do. For example, joint publication need training and Chinese researcher need help to improve their technical writing and publication.

Ruihong Zhang: Agrees with Qiang Zhang's two points: (1) establish relationship and (2) follow up to look for projects. The Ministries need AOC's help as well on their projects and plans.

Zhongli Pan: During CIGR, we should (1) advocate purpose and mission of AOC, (2) find active Chinese universities, (3) look for sponsorship from Ministries, (4) present programs and plans of AOC to officers of Ministries, and (5) develop proposals for the AOC plans and programs in collaboration with China universities.

Conclusions:

- Inform Wang Maohua that AOC is very interested in establishing relationship with the China Ministries.
- Call a meeting at same time next week to discuss direction, plan, and strategies for the above approaches. Roger will setup the meeting.
- Gifts ideas: AOC Booklet, introduction of AOC, access to updated database of AOC members' expertise and research interests

V. AOC Business

- Report of AOC account—Shaojie Wang
 - Result will be published in the AOC newsletter
- China Exchange Session at the next ASAE meeting
 - Juming Tang will moderate the meeting.
- AOC newsletter
 - New president—work plan
 - Pass president—annual report
 - Activities—AOC meeting in ASAE
 - Awards—ASAE, CASE, AOC (Chen Ying)
 - Summary of China Exchange sessions: one paragraph per speaker
 - Treasurer's report—Wang Shaojie
 - Feature story—Zhaokai Wang, Ruihong will contact him.
 - Feature University—UIUC—Qin Zhang will write the article
 - Meeting minutes—Lingying Zhao

Please send writings to Zhongli Pan by Sep. 15 to 20th.

VI. Regular meeting times for Executive Board Meeting

3:00 pm central time of First Friday in every odd month. Next meeting is on November 5th.