



**ITT Continental  
Baking Company Inc.**

**Executive Offices**

P.O. Box 731  
Rye, New York 10580  
(914) 967-4747

March 25, 1977

To: V. Sterba  
From: R. L. Morris  
Subject: Formation Committee Meeting - Houston

cc: Formation Committee Members  
A. V. Caselli

The Computing Division Formation Committee met on Tuesday morning at the Houston AIChE meeting. Thirteen members and the Council Liaison representative, Al Caselli, attended.

Al summarized an updating report be made to Council at their weekend meeting. Essentially the following items are of continuing concern to Council.

- 1 - That the Formation Committee is not fulfilling the literal By-Laws requirement of one-year tenure in requesting approval for division status so soon.
- 2 - That the By-Laws we have proposed are too complicated and do not comply with the model By-Laws for divisions. There are specific concerns about sections of the proposed By-Laws such as the division name and Article IV Sections 7,9,10 and 11; Article VII Section 6.
- 3 - That, in fact, we do not have agreement from 100 Institute members that they will join the division.
- 4 - That we have not determined whether or not there is programming conflict with NPC area 4C.
- 5 - The proposed budget is too big for the first year.

Even with these concerns there is general consensus that Council is prepared to accept a report from the Formation Committee at the New York Meeting of Council (June 5) with a very high probability that approval for division status would be given at the Denver meeting. This, in turn, would insure the opportunity to solicit for division members and dues collection as part of the Institute mailing of annual dues notices. It would not allow for elections to be held in 1977.

Following discussion, it was decided that a written report will be prepared for submission to Council prior to the June meeting. The report will address itself to the concerns noted above and to make clear our concern for meeting the literal requirements of the AIChE By-Laws, it will follow the structure of the section of those By-Laws dealing with the formation of a division. To insure prompt preparation of the report, the various sections were assigned to committee members as follows.

- C. Ware - Chronology of division formation activities with MCC leading to establishment of the Formation Committee.
- M. Tayyabkhan - T. Peterson - Support of programming at National Meetings (N.B. Considering the lead time required to get a technical session into a meeting agenda, the minimum one year life of a formation committee is constrained by the need to sponsor a technical session).
- V. Sterba - Revision of the operating plan and budget in light of the above noted approval cycle.
- H. Owens - Establish that we have more than the required 100 potential members to Van's satisfaction (N.B. MCC has 81 current members by itself).
- R. L. Morris - Document that the proposed by-laws do not violate the model By-Laws. Explain congruence with other division By-Laws. Explain reasons for new sections written into the proposed By-Laws and indicate a priority status for initial operating needs of the division.

The above material will be submitted to me by April 7th. I will combine it into a single report to Council and will forward the needed copies to Van by April 30th.

It was agreed that the original budget prepared for 1977 would be revised to recognize a reduction in the number of newsletters, a combination of mailings wherever possible and the revised dates for division status. You will take care of this.


Herb Owens had prepared a special report for Al Caselli summarizing the level of interest in joining the division. His summary is attached. We have about 730 potential members.

Al Caselli agreed to check the possibility of programming conflict with area 4C of NPC. He is a member of that group

I agreed to prepare an update on Committee status for the next MCC Newsletter.

I tried to attend the meeting of the Safety Division Formation Committee at Houston in order to compare notes. Unfortunately, it was a dinner meeting and they did not have room for me to stay. This group is in the very early stages of their work and did not have too much to say in my brief visit with them. We agreed to keep in touch.

I want to take this opportunity to thank everyone on the Formation Committee for their great cooperation in pulling together the budget, operating plan and revised By-Laws.

  
Robert L. Morris  
Chairman  
Formation Committee  
MCC Division Status