1. Welcome, Introductions & Committee scope (call to order at 10:20am)
2. Section Head Report (Amir Jokar): Give feedback to TAC by Wednesday morning. Activity form and roster updates due by Tuesday night.
3. Review of Committee Scope: TC1.7 will educate the ASHRAE membership in business, management and general legal matters, which touch and concern the HVAC industry and its members. The committee will enable this education through the selection of speakers and offers for programs, and through the publication of articles and other educational materials.
4. Roster Review:
   Officers & VM (Voting Members) - Quorum (9 Voting + 2 International)
5. TC Chairs Report
   a. Updated Website https://te0101.ashraetcs.org
   b. Member roster https://tc0101.ashraetcs.org/membership.php feedback
   c. Email aliases for chairs (example TC0107@ashrae.net)
   d. Publications: Please update publications. (Mitchell is actively working on DB Survival Guide)
   e. Women’s Breakfast (Jennifer Update)
   f. Review of programs (Larry commented that the peer review process needs to be improved. Jen and Leon provided feedback that CEC is trying to modify the process to limit frustration on both sides. This led to a long discussion about the ethics of the review process)

6. Approval of Minutes: Atlanta minutes not available. Tabled for approval via email

7. Sub-Committee Reports
   a. Programs – Norm Maxwell (not in attendance)
      Saturday 2:00PM ethics/programs sub-committee lobby lounge main floor, turn right from guest elevators (near bellman’s desk)
      i. Programs currently sponsored or co-sponsored in Orlando:


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<thead>
<tr>
<th>Name &amp; Status</th>
<th>Term Begins</th>
<th>Term Ends</th>
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<tbody>
<tr>
<td>Wayne Webster, Chair, VM</td>
<td>2014</td>
<td>2016</td>
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<tr>
<td>Jennifer Leach, Vice-Chair, VM</td>
<td>2014</td>
<td>2016</td>
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<td>Michael C Connor VM</td>
<td>2015</td>
<td>2019</td>
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<td>Scott M Fanning VM</td>
<td>2015</td>
<td>2019</td>
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<td>Norm Maxwell, Publications Sub Chair VM</td>
<td>2015</td>
<td>2017</td>
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<td>Lawrence G Spielvogel</td>
<td>2015</td>
<td>2019</td>
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<td>Mitchell Swann, VM</td>
<td>2013</td>
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<td>Duane A Wolf, VM</td>
<td>2014</td>
<td>2018</td>
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<td>Samir R Traboulsi VM non-quorum</td>
<td>2015</td>
<td>2019</td>
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<td>Richard H Rooley, Ethics Sub Co Chair non-voting</td>
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<td>Farooq Mehboob Ethics Sub Co Chair non-voting</td>
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1. Sunday, January 24, 8:00 AM-9:00 AM WORKSHOP 1 (INTERMEDIATE) Case Studies in Engineering Ethics; Orlando Ballroom V
2. Tuesday, January 26, 11:00 AM-12:00 PM SEMINAR 55 Don't Call it a Comeback! The New and Improved Design-Build Survival Guide; AHR Expo Convention Centre
3. Tuesday, January 26, 1:30 PM-3:00 PM SEMINAR 53 (INTERMEDIATE) Fellows Debate: Commissioning Is Not Part of the Construction Contractor’s Turnover Package, The Great Debate; Orange Ballroom

ii. Rachel Romero, chair of Soft Skills track for St. Louis, requested that TC1.7 do Ethics Case Studies.

iii. Proposed Seminars for St. Louis:
   2. ASHRAE + STEM = ??; How do ASHRAE members motivate and promote stem. Chaired by Kristen Schaefer
   3. Potential for Cosponsoring: (1) TC2.8 is doing a program about the 5 characteristics of a client that might be willing to take on new technology. (2) WiA AdHoc is do a program on diversity as a business philosophy.

iv. Vegas Ideas:
   1. The Belbin personalities as “acted” out in a workshop. Efficient use of personnel.
   2. Haz Ops as a part of Commissioning? (potential cosponsoring with TC9.2) Differences between commissioning and validation.

b. Website The website is live. Kristin will upload minutes as they become approved.

c. Publications - Norm Maxwell (not present, no report)

8. Liaisons: Agreed we would keep it informal.

9. New Business
a. Mitchell attended ABA Construction Forum and attended (participated in?) a program that asked the question: Do licensed engineers have a fiduciary responsibility that precludes us from advocating a position or approach that might be in our cannon of ethics? AIA COE says the architect should advocate “green” practices to their clients. Consider drilling into the topic in the future. Ujvel Vyas is a potential resource/speaker.

b. Mike reported that Steve Comstock is interested in allowing Kristin to develop an e-learning module on ethics. TC1.7 will oversee the effort and provide QC.

10. Next Meeting: Monday, June 27, 2016, 10:15am-12:00pm, St. Louis, MO

11. Adjourn (12:30pm)