

ASQ NY/NJ Metropolitan Section #300
 Kick-off Meeting Minutes for the New Leadership Team
 May 26, 2011

Location: Sheraton Restaurant, East Rutherford, NJ

Attendance: See Attached List

Meeting Called to Order: 6:30 pm

Item	Discussion	Decision/Assignment
1	There was consideration to have, in the future, a separate Leadership Meeting. When the Leadership Meeting precedes the Membership Meeting there is often pressure to end the first to accommodate the second. Issues needing in depth discussion do not always get sufficient time.	It was decided to have a separate Leadership Meeting where topics could be discussed in depth. The Officers would be in attendance and would invite other members as required. These separate Leadership Meeting attendees (usually the chairperson) and Committee Chairs would report on their activities at a meeting prior to the Membership Meeting. In effect there would a Leadership Meeting in two parts. The Officers Separate Meeting would be a week prior to the combined meetings.
2	Austin reviewed the Agenda	(see Attached)
3	The Existing Mission/Vision Statement was reviewed. There was general agreement that it was a good statement. There was some concern that because it was somewhat general and lofty. It, by itself, did not lead to focused objectives that were measurable.	The consensus was that the Existing Mission/Vision statement is a Vision Statement. It may benefit from being changed to state that "...advancement of the theory and practice of Quality and the as it applies to the allied arts and sciences...". This will be discussed at the combined Leadership/Members Meeting.
4	In order to create a more focused approach for the Section, Guiding Principles were discussed to augment the Vision Statement. These Principles would be more focused and needed to be measurable. Principles were proposed by the attendees.	The Principles proposed were as follows: 1. Collaborate with other Sections, 2. Promote quality using Public Relations principles, 3. Promote mentoring, 4. Be a customer driven organization, 5. Find opportunities for investing in our Vision, 6. Promote ASQ ethical and moral values, 7. Promote quality among the talent pipeline, 8. Operate with procedural and fiscal responsibility, disciplined, goal orientated and measurement based.
5	Future Leadership Team Meeting & Working Session Topics were discussed.	The following topics were adopted: 1. Review Section Bylaws, 2. Review and understand the QMP Process, 3. Collaborate with ASQ National.
6	Student Chapters were discussed. Recommendations for future study and implementation were discussed.	The following proposals were made: 1. Student Chapters should have a representative attend the Leadership Meetings, 2. Have a student member appointed to our Committee Chairpersons to learn and help, 3. Change our meeting time to get more student

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		participation, 4. Explore getting the Fordham Deming Scholars as Section Members.
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Adjournment: Meeting adjourned at 9:00 pm.

Meeting Minute Distribution: Austin Lin, Jorge Rosas, Sandor Juhasz, Michael Tedaldi, Tim Leary,
Samir Joshi and Andy Frohn

Next Meeting: June 21, 2011, 6:00 pm, (Austin will arrange a Manhattan location)

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Meeting Sign-in Sheet

ASQ Section 300
Kickoff Meeting

5-26-2011

Name

Signature


Michael Tedaldi

Michael Tedaldi

Sander Tuhus

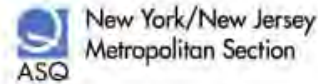


Jorge Rosas



AUSTIN S. LIN

Meeting Agenda



TO: Samir Joshi, Tim Leary, Mike Tedaldi, Jorge Rosas, Sandor Juhasz
CC: Andy Frohn
FROM: Austin S. Lin
RE: Incoming Leadership Team Kick-Off

OUTPUT MEASURE OF THIS MEETING:

Successfully develop working drafts of:

- ☐ Revamp and update Metro Mission and Vision
- ☐ Operating Principles
- ☐ Standard for Meeting Structure

Other discussion items:

- Review the proposed ideas and contribute your own based on the direction of the Mission and Vision.
- At our next Leadership Meeting, we will then prioritize all the ideas based on our mission and principles.

EXISTING MISSION & VISION

The objectives of this Section shall be advancement of the theory and practice of Quality and the allied arts and sciences, and the maintenance of high professional standing among its members.

Keep in mind that as we revise and revamp our vision/mission, we will be using it as one of the key determining factors when we set priorities for the section, ranging from programming to the types of events we support, to the types of dinner presentations we host.

PRINCIPLES

Operating principles are tied to the vision and mission and are a summary list of statements that summarize how we do our work, such as:

- We are collaborative with other Sections
- We will be good stewards of the profession by promoting quality across all audiences.
- We are strong, dedicated mentors.

The above are strictly just examples meant to give a flavor of the tone we'd want to take in establishing principles. Principles must be tied to our vision.

FUTURE LEADERSHIP TEAM MEETING & WORKING SESSIONS:

- **REVIEW SECTION BYLAWS**
- **REVIEW AND UNDERSTAND QMP PROCESS (Invite Sue)**
- **COLLABORATING WITH ASQ NATIONAL (Invite Regional Director)**

A COUPLE OF CURRENT IDEAS ON THE TABLE

The following ideas have come about either via discussion or individual feedback as possible things we would want to look into as a Section moving forward. These are on the table, but it doesn't mean the table can't be wiped clean. These two in particular are tied to maintaining talent pipeline into ASQ Metro and the quality profession as a whole.

STUDENT CHAPTERS

- **BERGEN** – Outreach to the High School Level, Graduate Quality Program
- **NJIT** – Student Chapter interaction and outreach; activities to delegate to the student chapter.
- **New Student Interactions** – Could evolve into full fledged student chapters or just include more face-to-face interactions:
 - **Columbia** – Dept of Industrial Engineering and Operations Research; students have expressed interest. Bill Latzko is an adjunct professor there. I have given talks there along with Russ.
 - **Kean University** – Dept of Industrial Engineering/ Business Dept.; have contacts in the faculty. Past students have attended Ott Conferences.
 - **Rutgers University** – New Territory, leverage interactions with strong business school program
 - **Fordham University** – MBA students and intro to business students interested in quality interfaces with business, finance, and supply chain. Bill Latzko also a lecturer here. I have given guest speaker talks here as well with other faculty contacts.

QA MENTORING PROGRAM

Mentor training workshop, open to Leadership Team & Officers first, then to broader membership:

- Develop guidelines for ASQ Metro members in mentoring other ASQ members. Open to Metro membership specifically.