- 1. Division & Forum Logos Update [Gina, Kim]
 - a. Chairs & Officers can find their Division & Forum Logos here: <u>https://www.aiche.org/community/divisions-forums/leader-resources/division-forum-logos</u>
- 2. Division & Forum Data [Darlene, Jean]
 - a. Discussion
 - i. How can divisions/forums help with increasing meeting attendance to take advantage in the excellent meeting programming that is planned (i.e. more attendees per paper, not more sessions)?
 - ii. How can we make improvements within the existing session framework?
 - iii. AIChE Send Annual/Spring Session Attendance data to Chairs ATTACHED
 - iv. If Divisions would like their data to be reviewed with them, please email darls@aiche.org and seanl@aiche.org.
- 3. Division & Forum Value Proposition Updates
 - a. Would any Division or Forum like to volunteer to present on their updated value proposition at the on-site CTOC Meeting on the Saturday before the Annual Meeting, 11/9?
- 4. Division & Forum Officer Reminders & Notices
 - a. CTOC is currently in the process of reviewing all Division & Forum By-Laws and preparing to recommend updates as needed. More information will be provided for the on-site CDFO Meeting at the Annual Meeting.
 - b. All CDFO Members should have received the link to the CDFO Activities Survey on Thursday, 9/12. Please coordinate with your fellow officers to ensure 1 copy is completed for your division or forum.
 - i. AIChE Pull Survey as excel/pdf for D&Fleadership discussion ATTACHED
 - ii. Survey Closes 10/10: https://chenected.wufoo.com/forms/s1yj9mkz012io6k/

Catalysis and Reaction Engineering Division (CRE) Chemical Engineering & the Law Forum (ChE&L) Computational Molecular Science & Engineering Forum (CoMSEF) Computing & Systems Technology Division (CAST) \boxtimes Education Division (EDU) Environmental Division (ENV) ⊠ Food, Pharmaceutical & Bioengineering Division (FP&BE) □ Forest Bioproducts Division (FBP) \boxtimes Fuels & Petrochemicals Division (F&PD) ⊠ Management Division (MGMT) Materials Engineering & Sciences Division (MESD) □ Nanoscale Science & Engineering Forum (NSEF) □ North American Mixing Forum (NAMF) □ Nuclear Engineering Division (NED) ⊠ Particle Technology Forum (PTF) Pharmaceutical Discovery, Development and Manufacturing Forum (PD2M) \boxtimes Process Development Division (PD) \boxtimes Safety & Health Division (S&H) \boxtimes Separations Division (SEP) □ Sustainable Engineering Forum (SEF) ☑ Transport and Energy Processes Division (TEP) Upstream Engineering & Flow Assurance Forum (UE&FA)