



Dear colleagues:

The ASME Dynamic Systems and Control Division (DSCD) is calling for nominations for three positions. The Executive Committee is the governing body of DSCD and consists of five voting members and two non-voting members (secretary and treasurer). We have openings for **Junior Member, Secretary, and Treasurer**. Nominations (including self-nominations) are due January 30 (Secretary/Treasurer) or February 6 (Junior Member). See below for details.

Junior Member

Tenure: Voting members serve for 5 years; enter as Junior Member and then become Senior Member, Vice Chair, Chair and Past Chair, respectively, in successive years.

Election/Appointment: The DSCD electoral college will vote on the nominations to choose the final candidate.

Appointment: July 1, 2026 to June 30, 2031

The junior incoming member is responsible for reporting on the Technical Committee (TC) activities at the Division meetings and advocates in support of Diversity, Equity, and Inclusion (DEI). Specifically, they

- Meet with TCs at least quarterly, and serve as a liaison to the TC leadership for member activities and support their activities to meet the mission of the Division;
- Facilitate new grassroots initiatives, and work with TCs to provide nominations for positions such as associate editors for DSCD conference editorial board and DSCD-sponsored journals;
- Serve as a dedicated advocate in support of Diversity, Equity, and Inclusion (DEI) across all division activities, for example:
 - Leadership positions;
 - Student activities;
 - Member recognition; and
 - Member recruitment.

The nomination should include the following: (1) nominee's name, email address, and phone number at which they can be reached, (2) a short biosketch emphasizing the candidate's contributions to the Division (4 pages maximum), and (3) a short statement of interest in serving the division (1 page maximum). Self-nominations will be accepted.

Please return your nominations by email to omalley@rice.edu with the title "ExComm Member Nomination" by Friday, Feb. 6, 2026.

Division Secretary

The **Division Secretary** is **appointed** by the ExComm for a 3-year term (July 1, 2026 through June 30, 2029), and has no voting rights, but works closely with the ExComm assisting with daily division operation, keeping and disseminating ExComm meeting minutes, distributing electoral information and handling the voting of the incoming ExComm member, and maintaining all DSCD documentation and its list server. Additionally:

- The secretary maintains and updates the "job description" of the secretary, to facilitate transition;
- The secretary maintains lists of all current (and recent past) volunteer members of committees in the DSCD Roster; and
- The secretary maintains the contact (email) list of the whole Division.

The Secretary receives a small budget that can be used to hire an assistant.

The nomination should include the following: (1) nominee's name, email address, and phone number at which they can be reached, (2) a short biosketch emphasizing the candidate's contributions to the Division (2 pages maximum), and (3) a short statement of interest in serving the division (1 page maximum). Self-nominations will be accepted.

Please return your nominations by email to omalley@rice.edu with the title "DSCD Secretary Nomination" by Friday, January 30, 2026.

Division Treasurer

The **Division Treasurer** is **appointed** by the ExComm for a 3-year term (July 1, 2026 through June 30, 2029), and has no voting rights, but works closely with the ExComm to oversee the DSCD finances, approve expenditures, and report the financial status at ExComm meetings.

The Treasurer maintains the operating fund of the Division, and is responsible for providing the required financial report at the Division meetings and to ASME as required.

The nomination should include the following: (1) nominee's name, email address, and phone number at which they can be reached, (2) a short biosketch emphasizing the candidate's

contributions to the Division (2 pages maximum), and (3) a short statement of interest in serving the division (1 page maximum). Self-nominations will be accepted.

Please return your nominations by email to omalley@rice.edu with the title "DSCD Treasurer Nomination" by Friday, January 30, 2026.

Thank you,

Marcia O'Malley (Past Chair, DSCD)

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