

Civil Engineering Division: General Membership Meeting

June 26, 2017; 1:30 to 3:00 pm
Madison Room, Hyatt Regency

1. Welcome and Call to Order Brock E. Barry
Called to order at 1:32 pm.
 - 1.1. Approval of Agenda - Brock Barry noted the following adjustments to the agenda:
 - Leslie Nolen should be added with Kevin Sutterer to item 5.4.
 - Andrea Welker will present agenda items 3.1 and 6.2 instead of Kevin Hall.
 - The Historian Report should be added as item 5.5.
 - Strike item 8.1 and move to section 7.
 - Edits to attachments:
 - Remove Michael Woo from 2015-15 forward
 - Add Kevin hall to 2017-18 nominating committee
 - Attachment 4: Under General – Correct name of actual award to Wadlin.
 - Attachment 3 – the middle column covers 10/1/2015 – 9/30/2016 not 10/1/2015 – 5/31/2016.
 - 1.2. Attendance Roster
 - 1.3 Recognition of Fellows:
Ed Segner, Norm Dennis, Marv Criswell, Tom Lenox and soon to be inducted as fellow Steve Ressler were recognized.
2. Approval of 2016 Exec. Board/Business Meeting minutes Steven Burian (recorded)/Tonya Nilsson
Tonya Nilsson reported the minutes prepared by Steve Burian were reviewed and accepted electronically by the Executive Board.
3. CE Division leadership Brock E. Barry
Attachment 1: Division Leadership
Attachment 2: Division Organization Chart
 - 3.1. Elected officers for 2017-2018 Andrea Welker

| | |
|---------------------------|----------------|
| Chair: | Sean St. Clair |
| Vice Chair/Program Chair: | Andrea Welker |
| Secretary-Treasurer: | Tonya Nilsson |
| Senior Director: | C. J. Riley |
| Mid-Term Director: | Steve Burian |
| Freshman Director: | Matthew Lovell |

Executive Board Appointments

Newsletter Editor: Mary Katherine Watson *entering 1st year of 3-year term*
Historian: Ron Welch *entering 2nd year of 5-year term*

All new officers will commence duties at the end of the annual banquet.

4. PIC I Report Agnieszka Miguel
Agnieszka Miguel began by indicating the Civil Division is “the funnest group ever.”

Her report focused on the big issues at board meeting:

- a. Finances have been challenging for the past few years. Finances are improving and a reserve account with 30% is being built. Looking into an endowment fund and looking into costs to lease ASEE headquarter building and/or option to buy to save money and the ability to rent the building out. Noted there is a new controller for BASS account we can meet with.
- b. 125 Anniversary coming up for ASEE – Nathan Khal at ASEE headquarters is in charge of celebration plans.
- c. New conference format: PIC would like feedback. Angieszka Miguel noted there should not be Wednesday afternoon technical sessions and only workshops but there were 3:15 pm sessions on the schedule.
- d. Long range planning committee developed a new mission and strategy plans for ASEE. Draft of this will be coming out to membership later.
- e. The Board of Directors is discussing re-organization of their approximately 30 members due to challenges in planning meeting times. There is a suggestion to separate into a Board of Delegates and a Board of Directors. Delegates would be PIC chairs and representatives and only the VP of Pic would be on Board of Directors. This will reduce direct link from membership representatives (PIC chairs) to board.
- f. ASEE bylaws regarding awards – Award proposals have become difficult to move through the approval process. PIC chairs plan to determine why it is so difficult to move forward awards and attempt to stream line the process.
- g. If Division Membership falls below 125 or if the Division is not actively reviewing and revising their bylaws, the division will be put on probation. *See Attachment 3 for PIC Policy.*
- h. PIC 1 best paper award went to Angela Bielefeldt from our division.

Division comments and questions:

- Appreciated the additional scheduled sessions this year while being able to spread out session times.
- Access to the Board is already distant for members. If the Board gets smaller, this will get worse. Some representation of ASEE members in a governance role, similar to what it is today, was requested.
- Could key words be included with both paper and poster titles.

5. ASEE CE Division and related ASCE reports

5.1. 2017 Conference Overview

Sean St. Clair

- 107 abstracts submitted and 103 accepted

- 55 papers were finalized for the conference resulting in 10 posters in the poster session and 45 presentations in 10 technical sessions.

5.2. Secretary-Treasurer report

Tonya Nilsson

Attachment 4: Statement of Accounts, as of 5/31/2016

Norm Dennis said we should spend the 307 account first.

An amendment to the treasurer's report is included in Attachment 3 due to an accounting correction made by the ASCE Controller during the ASCE 2017 Conference.

5.3. PIC I business meeting report

Brock E. Barry

Held Sunday, June 25th, 2:30 pm

5.4. ASCE Committee on Education report

Kevin Sutterer/ Jim O'Brien/Leslie Nolen

- Leslie Nolen gave full report as listed in Attachment 5. Nolen noted the Department Heads Council has been confirmed at Drexel University in Philadelphia.
- Kevin Sutterer, the ASCE Committee Liaison, noted there were two committee meetings last year and meeting minutes are available.
- Brock Barry indicated Sutterer's three year liaison term has ended and Matthew Roberts has been appointed as the new Division liaison to ASCE Committee on Education

5.5. Historian Report

Tom Lenox (on behalf of Ron Welch)

Tom Lenox provided report as shown in Attachment 6 with the historical quiz.

6. Supporting and Special Committee Reports

6.1. Awards Committee Report

Andrea Welker (on behalf of Matt Roberts)

6.1.1. Gerald R. Seeley Award:

Validating Content of a Sustainable Design Rubric Using Established Frameworks

Mary Katherine Watson (The Citadel)

6.1.2. Stephen J. Ressler Best Paper Award:

The ASCE BOK, ABET Accreditation Criteria, and NCEES FE Exam - Are They Appropriately Aligned?

Kenneth J. Fridley, W. Edward Back, and Derek G. Williamson (University of Alabama)

6.1.3. Glen L Martin Practitioner Service Award:

Daniel H. Tobias

6.1.4. George K. Wadlin Distinguished Service Award:

Norm Dennis

6.1.5. Induction to ASCE Fellow:

Stephen J. Ressler

6.1.6. Civil Engineering Division Younger Leader Fellowship:

Farzam Safarzadeh Maleki (Massachusetts Maritime Academy)

6.1.7. PIC 1 Best Paper Award

Challenges of a Professional Issues Course in Civil Engineering Comparison Across Two Years

Angela Bielefeldt – Civil Engineering Division

6.1.8. The committee is interested in nominations from the Division for appropriate members to put forward for ASEE Fellows.

6.2. Nominating Committee Report

Andrea Walker

The new director can be seen listed on Attachment 1.

6.3. Membership Committee Report

C. J. Riley

- 573 current members, increased from 563 in 2015.
- Generally steady at those numbers for the last ten years
- Trend is down from 2005.

6.4. Newsletter Report

Matt Lovell

6.4.1. Matt Lovell reported requesting photos from the Division for the next newsletter in addition to supporting Mary Katherine Watson in taking over this position.

6.4.2. Jim O'Brien asked how to receive this document and Brock Barry noted that anyone not receiving can reach out to him, but all current Division members (per ASEE records) are included on the listerv.

6.5. Bylaws Report – see Agenda Item 7

Andrea Welker

7. Proposed Changes to Bylaws

Tom Lenox

ByLaw 8.1.3.2

Attachment 4

Tom Lenox provided background on proposed change as shown in Attachment 7: Summary of Proposed Bylaw Changes (with edited Bylaws). As noted in Item 1, a correction of the name to the George K. Wadlin Distinguished Service Award in the language of the General Rational for this proposed change.

Jeff Evans proposed the 'Can' be considered would be changed to will. Tom Lenox agreed.

ByLaw 8.1.3.

Attachment 4

ByLaw 8.1.3.5

CJ Riley

Attachment 4

CJ Riley discussed the proposed new bylaw for an Emerging Leadership Award to help recruit and support promising members of the division to participate in and learn more about the division leadership.

Brock Barry noted the Division has offered this award for the past few years and have requested PIC funds from ASEE to support this. Long term funding of this award should be with Division dollars.

A recommendation was made to add language to clarify what qualifies as an emerging leader.

Sean St. Clair moved to approve all amendments. Scott Hamilton seconded. Vote was approved by more than two-thirds with one member opposed and one member abstaining.

8. Other business/discussion

Brock E. Barry

Brock Barry indicated he is currently working with ASEE to address the small size of the session room, which was standing room only for all three of the Sunday sessions. The following adjustments have been made and ASEE stated they would have a staff member onsite to redirect attendees.

- Monday technical session in A110 moved to A226.
- Session T106 in B241 moved to A226.
- Session T506 in B241 with wall to adjacent room opened.
- Session W106 in B241 with wall to adjacent room opened.
- Session W306 in B241 with wall to adjacent room opened.
- Session W406 moved from B241 to B234
- Session W506 in B241 with wall to adjacent room opened.

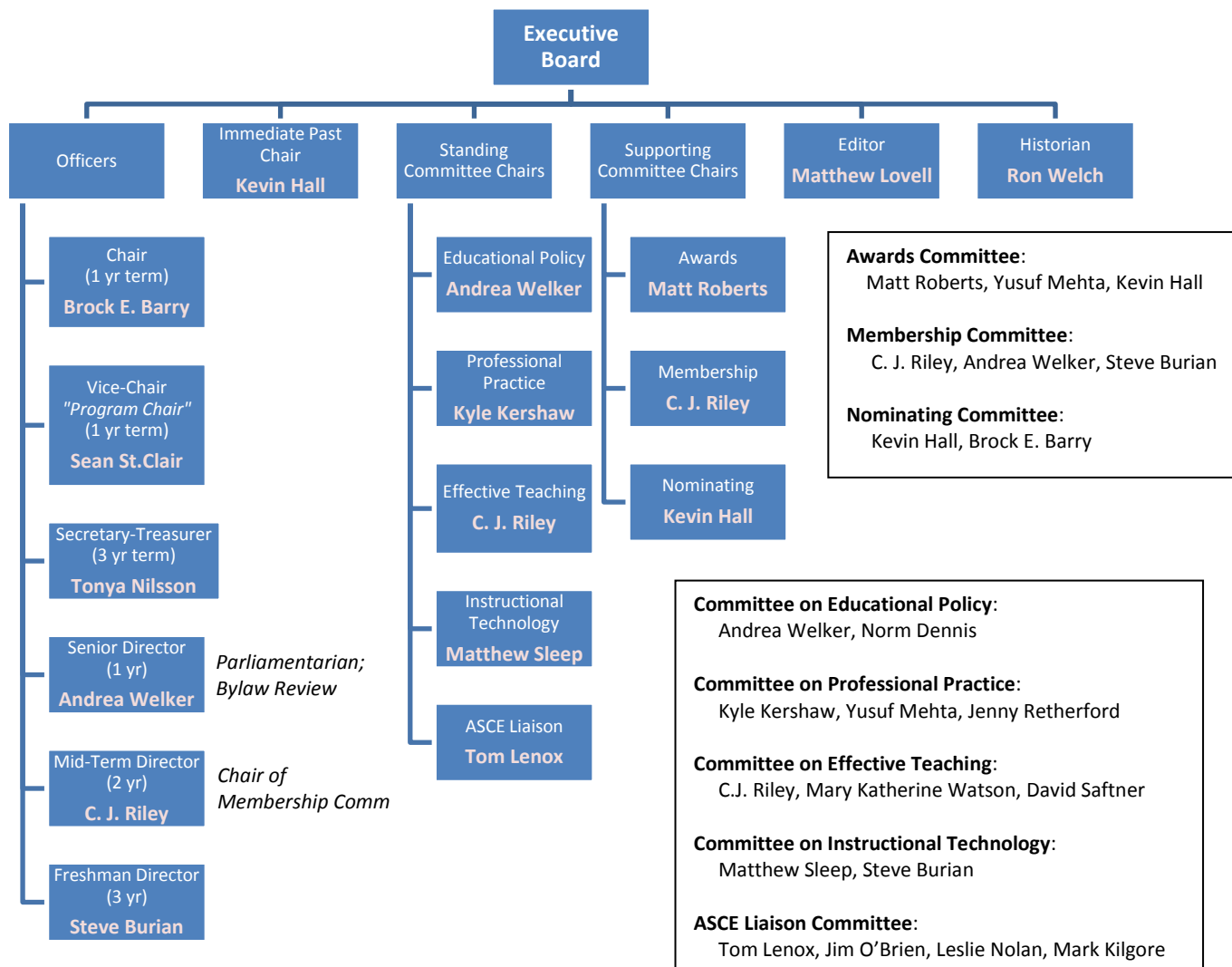
9. Adjourn

Motion to adjourn at 2:48 pm by Kristen Sanford-Bernhardt and seconded by Alexandra Hain.

Attachment 1
 ASEE CE Division Leadership (updated April 2017)

| Position | 2011-2012 | 2012-2013 | 2013-2014 | 2014-2015 | 2015-2016 | 2016-2017 | 2017-2018 |
|---|--|--|--|---|--|--|---|
| Immediate Past Chair | Kevin Sutterer | Shashi Nambisan | Asghar Bhatti | Matt Roberts | Yusuf Mehta | Kevin Hall | Brock E. Barry |
| Chair & ASCE Comm. Liaison | Shashi Nambisan (EdAC) | Asghar Bhatti (CC&A) | Matt Roberts | Yusuf Mehta | Kevin Hall | Brock E. Barry | Sean St. Clair |
| Vice Chair & Program Chair | Asghar Bhatti (CC&A) | Matt Roberts | Yusuf Mehta | Kevin Hall | Brock E. Barry | Sean St. Clair | Andrea Welker |
| Senior Director | Matt Roberts | Yusuf Mehta | Kevin Hall | Brock E. Barry | Sean St. Clair | Andrea Welker | C. J. Riley |
| Mid-Term Director | Yusuf Mehta | Kevin Hall | Brock E. Barry | Sean St. Clair | Andrea Welker | C.J. Riley | Steve Burian |
| Freshman Director | Kevin Hall | Brock E. Barry | Sean St. Clair | Andrea Welker | C.J. Riley | Steve Burian | Matthew Lovell |
| Sec/Treasurer | Brock E. Barry | Andrea Welker | Andrea Welker | Steve Burian | Steve Burian | Tonya Nilsson | Tonya Nilsson |
| Newsletter Editor (Exec Appt: 3 yr) | Michael Woo (3) | C.J. Riley (1) | C.J. Riley (2) | C.J. Riley (3) | Matt Lovell (1) | Matt Lovell (2) | Mary Katherine Watson (1) |
| Historian (Exec Appt: 5 yr) | Ron Welch (1) | Ron Welch (2) | Ron Welch (3) | Ron Welch (4) | Ron Welch (5) | Ron Welch (1) | Ron Welch (2) |
| Webmaster (Exec Appt) | Michael Woo | Michael Woo | Michael Woo | | | | |
| Educational Policy (+ Curriculum Dev.) | Kristen Sanford Bernhardt Steve Burian | Ron Welch C.J. Riley | C.J. Riley Andrea Welker | N/A | Ryan Fries Yusuf Mehta Jeffrey Evans | Andrea Welker Norm Dennis | --- |
| Effective Teaching | Kevin Hall Ron Welch | Tonya Nilsson Wasim Barham | Kevin Hall Matt Lovell | N/A | Mary Katherine Watson Matt Lovell Tonya Nilsson David Saftner | C. J. Riley Mary Katherine Watson David Saftner | --- |
| Instructional Technology | Kevin Sutterer Jim Hanson | Yusuf Mehta Steven Burian | Paul Richards Radhey Sharma | N/A | Laura Doyle M.A. Karim | Matthew Sleep Steve Burian | --- |
| Professional Practice | Brock E. Barry Andrea Welker | N/A | Kevin Sutterer Jim Nelson | N/A | Kyle Kershaw C.J. Riley | Kyle Kershaw Yusuf Mehta Jenny Retherford | --- |
| ASCE Liaison Committee | Jim O'Brien | Jim O'Brien | Tom Lenox Jim O'Brien | Tom Lenox Jim O'Brien | Tom Lenox Jim O'Brien | Tom Lenox Jim O'Brien Leslie Nolan Mark Kilgore | --- |
| Awards | Dennis Fallon (Chair) Norm Dennis Kevin Sutterer | Norm Dennis (Chair) Kevin Sutterer Shashi Nambisan | Kevin Sutterer (Chair) Shashi Nambisan Asghar Bhatti | Shashi Nambisan (Chair) Asghar Bhatti Matt Roberts | Asghar Bhatti (Chair) Matt Roberts Yusuf Mehta | Matt Roberts (Chair) Yusuf Mehta Kevin Hall | Yusuf Mehta (Chair) Kevin Hall Brock E. Barry |
| Nominating | Kevin Sutterer (Chair) Norm Dennis Shashi Nambisan | Shashi Nambisan (Chair) Kevin Sutterer Asghar Bhatti | Asghar Bhatti (Chair) Shashi Nambisan Matt Roberts | Matt Roberts (Chair) Asghar Bhatti Yusuf Mehta | Yusuf Mehta (Chair) Matt Roberts Kevin Hall | Kevin Hall (Chair) Brock E. Barry ... | Brock E. Barry (Chair) Sean St. Clair Kevin Hall |
| Membership | Yusuf Mehta (Chair) Matt Roberts Kevin Hall | Kevin Hall (Chair) Yusuf Mehta Brock E. Barry | Brock E. Barry (Chair) Kevin Hall Sean St. Clair | Sean St. Clair (Chair) Brock E. Barry Andrea Welker | Andrea Welker (Chair) Sean St. Clair C.J. Riley | C.J. Riley (Chair) Andrea Welker Steve Burian | Andrea Welker (Chair) Steve Burian Matthew Lovell |

Attachment 2
DIVISION ADMINISTRATION
Organizational Chart 2016-2017



Awards Committee:

Three most recent past Division Chairs;
Committee Chair: Senior-most past Division Chair

Membership Committee:

Three elected Directors of the Division;
Committee Chair: Mid-Term Director of the Division

Nominating Committee:

Immediate past Division Chair; current Division Chair; an active Past Division Chair; Vice-Division-Chair-Elect (*ex officio*)
Committee Chair: Immediate past Division Chair

Attachment 3
PIC Policy for Division Probation

Policy for ASEE Division Probationary Status

In order to assure that inactive divisions of the American Society for Engineering Education do not retain division status, the ASEE Board of Directors may, by majority vote, place a division on probationary status for cause. Divisions will be notified of this status by email and letter to the person listed as their Division Chair. When placed on probationary status, a division will have one year to show cause why the division should not be dissolved. The response of the division should be addressed to the Vice President of Professional Interest Councils by January 1 or May 1 within one year of notification of probationary status. The ASEE Board of Directors will review the response at their next meeting and either remove the division from probationary status, or continue the division on probationary status, or dissolve the division, or merge the division with some other division.

A division may be placed on probationary status for one or more of the following causes:

The division's membership falls below 125 persons

The division has become inactive as evidenced by one or more of the following: a. Failure to hold sessions at the ASEE Annual Conference. b. Failure to hold officer elections on an annual basis or as directed by the division bylaws. c. Lack of vitality as demonstrated by failure to elect new members as division officers or in other ways deemed significant by the Board. d. Failure to hold regular meetings to conduct division business.

The division has not reviewed or revised its bylaws in the past ten years.

Other causes set forth in writing to the Division Chair by the Board of Directors.

Attachment 4
Statement of Accounts
Civil Engineering Division
BASS/Operating Account Summary

| | 10/1/2014 - 9/30/2015 | | 10/1/2015 - 9/30/2016 | | 10/1/2016 - 5/31/2017 | |
|------------------------------------|-----------------------|------------------|-----------------------|------------------|-----------------------|------------------|
| | 307 Civil | | 307 Civil | | 307 Civil | |
| | 207 BASS | Division | 207 BASS | Division | 207 BASS | Division |
| Beginning Balance | | | | | | |
| 30000 Fund balance * | | | | | | |
| | \$ 13,723.32 | \$ 602.00 | \$ 8,956.74 | \$ 593.00 | \$ 7,228.27 | \$ 563.00 |
| Total Beginning Balance | \$ 13,723.32 | \$ 602.00 | \$ 8,956.74 | \$ 593.00 | \$ 7,228.27 | \$ 563.00 |
| Revenue | | | | | | |
| 43010 Field unit dues | \$ 2,325.00 | \$ - | \$ 2,200.00 | \$ - | \$ 765.00 | \$ - |
| 43020 Field Unit Contributions | | \$ - | \$ 500.00 | \$ - | \$ 500.00 | \$ - |
| 43030 Field Unit Other Revenue | \$ 2,694.90 | \$ - | \$ 3,694.96 | \$ - | | \$ - |
| Total revenue | \$ 5,019.90 | \$ - | \$ 6,394.96 | \$ - | \$ 1,265.00 | \$ - |
| Expenses | | | | | | |
| 71110 Plaques/cert/medals | \$ - | \$ - | \$ 500.00 | \$ - | \$ - | \$ - |
| 73060 Express mail | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Expenses | \$ 9,786.48 | \$ - | \$ 5,865.43 | \$ - | \$ - | \$ - |
| 89016 Bass Admin Fee (new in 2015) | \$ - | | \$ 1,758.00 | \$ - | \$ 299.50 | \$ - |
| Total expenses | \$ 9,786.48 | \$ - | \$ 8,123.43 | \$ - | \$ 299.50 | \$ - |
| Ending balance | \$ 8,956.74 | \$ 602.00 | \$ 7,228.27 | \$ 593.00 | \$ 8,193.77 | \$ 563.00 |

* Division records show 9/30/2014 ending balance as \$16646.02. Source of discrepancy is under investigation

Amendment to Attachment 4 due to account corrections made by ASEE Controller during 2017 Conference.

Modified per Controller Meeting - June 27, 2017

| Civil Engineering Division BASS/Operating Account Summary | | | | | | |
|--|-----------------------|--------------------|-----------------------|--------------------|-----------------------|--------------------|
| | 10/1/2014 - 9/30/2015 | | 10/1/2015 - 9/30/2016 | | 10/1/2016 - 5/31/2017 | |
| | 207 BASS | 307 Civil Division | 207 BASS | 307 Civil Division | 207 BASS | 307 Civil Division |
| Beginning Balance | | | | | | |
| 30000 Fund balance | | | | | | |
| | \$ 13,723.32 | \$ 602.00 | \$ 8,956.74 | \$ 593.00 | \$ 10,982.91 | \$ 563.00 |
| Total Beginning Balance | \$ 13,723.32 | \$ 602.00 | \$ 8,956.74 | \$ 593.00 | \$ 10,982.91 | \$ 563.00 |
| Revenue | | | | | | |
| 43010 Field unit dues | \$ 2,325.00 | \$ - | \$ 2,200.00 | \$ - | \$ 765.00 | \$ - |
| 43020 Field Unit Contributions | | \$ - | \$ 500.00 | \$ - | \$ 500.00 | \$ - |
| 43030 Field Unit Other Revenue | \$ 3,194.90 | \$ - | \$ 6,501.60** | \$ - | | \$ - |
| Total revenue | \$ 5,519.90 | \$ - | \$ 9,201.60 | \$ - | \$ 1,265.00 | \$ - |
| Expenses | | | | | | |
| 71110 Plaques/cert/medals | \$ 1,212.00 | \$ - | \$ 500.00 | \$ - | \$ - | \$ - |
| 73060 Express mail | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Expenses | \$ 9,074.48 | \$ - | \$ 5,865.43 | \$ - | \$ - | \$ - |
| 89016 Bass Admin Fee (new in 2015) | \$ - | | \$ 810.00* | \$ - | \$ 299.50 | \$ - |
| Total expenses | \$ 10,286.48 | \$ - | \$ 7,175.43 | \$ - | \$ 299.50 | \$ - |
| Ending balance | \$ 8,956.74 | \$ 602.00 | \$ 10,982.91 | \$ 593.00 | \$ 11,948.41 | \$ 563.00 |

* Originally reported Bass Admin Fee was overcharged. This reflects updated FY 2016 administration fee

** Includes \$2806.64 balance adjustment from ASEE to correct for missing funds.

Attachment 5
ASCE Educational Activities Report
CE Division of ASCE
June 2017

Activities Over Past Year

- **ASCE's ExCEEEd Teaching Workshops 2016 & 2017:**
 - o Open to all civil engineering faculty. Two sites: Florida Gulf Coast University and the US Military Academy, with 24 participants per site in 2016; 28 participants per site in 2017.
 - o **ExCEEEd Teaching Workshops 2017** – June 18-23 at Florida Gulf Coast University in Fort Myers, FL; July 23-28 at the US Military Academy, West Point, NY. All seats are currently filled. This brings us to a 18-year total of 39 workshops; 845 CE graduates; 250+ different institutions.
- **13th Annual National Civil Engineering Department Heads Conference**
 - o Hosted by Brigham Young University, Provo, UT, June 5-7, 2017
 - o 85+ participants in attendance
- **Accreditation**
 - o 79 EAC and ETAC programs evaluated in fall 2016, including 19 international.
 - o New program evaluators are always needed. Please consider volunteering your service. For more information, visit <http://www.asce.org/accreditation-and-abet/>
- **The 2017 ExCEEEd Leadership Award:**
 - o Robert J. O'Neill, Ph.D., P.E., F.ASCE – Will be presented at the CE Division Banquet on Tuesday, June 27, 2017.
- **The 2017 ExCEEEd New Faculty Excellence in Teaching Award winner are:**
 - o Edward Segal, Ph.D., P.E., M.ASCE, of Hofstra University
 - o James Kaklamanos, Ph.D., A.M.ASCE, of Merrimack University
- **ASCE Student Chapters and International Student Groups**

ASCE continues to play a key role in student development and education.

 - o More than 33,000 students are currently student members of ASCE.
 - o 353 ASCE Student Chapters (65 are international Student Chapters)
- **Workshop for Student Chapter Leaders**
 - o To prepare these rising leaders for our profession, ASCE hosts Workshops for Student Chapter Leaders (WSCL) to inform, motivate, and energize leaders for the challenges of leading their Chapters. The 2017 WSCL programs had 531 students and advisors participate from 150 ASCE Student Chapters.
 - o In addition to other activities, student leaders planned, coordinated, and conducted annual student conferences in 18 geographic regions during spring 2017. These Student Conferences typically host over 5,000 ASCE student members per year.

- **2017 Ridgeway Award Winner:** California Polytechnic State University, San Luis Obispo
- **26th Annual ASCE/AISC National Student Steel Bridge Competition**
 - o Held May 26-27, 2017 at the University of Oregon, Corvallis, OR
 - o 48 teams competed
 - o Winners:
 - National Champion: École de technologie supérieure (Montreal)
 - 2nd Place: Not awarded
 - 3rd Place: California Polytechnic State University, San Luis Obispo
- **30th Annual ASCE National Concrete Canoe Competition**
 - o June 17-19, 2017 at the Colorado School of Mines, Golden CO
 - o 20 teams competing
 - o Winners:
 - National Champion: California Polytechnic State University, San Luis Obispo
 - 2nd Place: University of Florida
 - 3rd Place: University of Akron

Upcoming Activities

- **National Civil Engineering Department Heads Conference**
 - o Dates and Location: 30 May-1 June
 - o Information available Fall 2017
- **ExCEED Teaching Workshops (6 day) 2018**
 - o 20th year for ExCEED Teaching Workshops
 - o Planning to hold 2 workshops. Applications due by February 2018. See website at www.asce.org/exceed.
- **Workshop for Student Chapter Leaders 2018**
 - o Conducting 3 workshops for new student officers.
 - Regions 8 & 9: Las Vegas, NV on January 12-13
 - Regions 1, 2, 4 & 5: Buffalo, NY on February 9-10
 - Regions 3, 6 & 7: Omaha, NE on January 26-27
 - o Registration opens in October 2017.
- **AISC/ASCE National Student Steel Bridge Competition**
 - o University of Illinois, Urbana-Champaign / Champaign, IL / May 25-26, 2018
- **ASCE National Concrete Canoe Competition**
 - o San Diego State University / San Diego, CA / Jun 23-25, 2018

ASCE Educational Activities

ASCE World Headquarters, Reston, VA

703-295-6000

http://www.asce.org/education_and_careers/

Leslie Nolen: lnolen@asce.org Dion Coward: dcoward@asce.org

Attachment 6
The Historian's Report & Quiz

American Society for Engineering Education
Civil Engineering Division

**The Historian's Report**

Civil Engineering Division ♦ Columbus, OH ♦ June 26, 2017

CE Division's Historical Files

The Historian maintains many administrative documents (agendas, minutes, and treasurer reports), past newsletters, and approximately 50 copies of the booklet *ASEE Civil Engineering Division – Divisions Chairs 1935-1993*. These files are fairly complete for the period from 1975 to the present. There are no documents on file for any date prior to 1975. And the Historian maintains a database of Division Officers and award winners between 1975 and the present – available upon request. The Award winners will be added to the CE Division web site after this conference. So **CHECK IT OUT!**

Inventory of Division Newsletters

Our semiannual newsletters are a valuable source of historical information. In 2006, we scanned our entire inventory of past newsletters into PDF files. This inventory has been continually updated since 2006, and was maintained on a website by our past Webmaster, but has been moved to the ASEE website.

ASEE Civil Engineering Division – Divisions Chairs 1935-1993 and Beyond

Single copies of *ASEE Civil Engineering Division, Division Chairs, 1935-1993* will be distributed free of charge to any Division member upon request. I have 10 copies set aside for historical purposes. To supplement *Division Chairs, 1935-1993*, The Historian has been collecting the pictures and biographies of all Division Chairs for the years since 1993. We have obtained a short biographical sketch and an acceptable head-and-shoulders color picture from all of our Past Chairs between 1993 and 2016. This document has been posted as a more "dynamic – i.e., COLOR" Division Chairs document to the Division web site. So **CHECK IT OUT!**

Special Thanks to our Division members!

As you will note from the trivia questions, many of our past leaders have retired or stopped participating in our annual conference. Please help me congratulate all of our long-standing members who were part of division activities prior to 2007! Let's celebrate our future by asking those that have been participating since 2007 to be recognized! All of us must reach out to our CE faculty peers and get them involved both at the regional and national level of ASEE! We must mentor others as they have mentored so many of us to ensure we have a terrific Division with great programs, engaged members, and outstanding leaders. May we all continue to "Raise the Bar!" There is still much work to be done to continually produce the civil engineering leaders of tomorrow.

Ronald W. Welch
The Historian (2011-)
Dean of Engineering, The Citadel
Phone: (843) 953-6588; Email: ronald.welch@citadel.edu

Civil Engineering Division of ASCE Trivia for 2017 Meeting in Columbus, OH

30 Years Ago (AY 1986-87)

- The Division Chair was _____ of Valparaiso University.
- The Program Chair was _____ of Iowa State University.
- The annual conference was held at the Bally Grand Hotel in Reno, Nevada.
- George Wadlin, retired in October as ASCE's Director of EDEX, moved to Northern Maine.
- A banquet was held on Tuesday evening – George Wadlin entertained the attendees with several quasi-politically-incorrect jokes.
- The Division's annual expenses included \$61.45 for mailing the Fall newsletter.

25 Years Ago (AY 1991-1992)

- The Division Chair was _____ of the City University of New York (CCNY).
- The Program Chair was _____ of Wayne State University.
- The annual conference was held in Toledo, Ohio.
- The Division's annual expenses included \$248.44 for mailing the Fall newsletter.

20 Years Ago (AY 1996-97)

- The Division Chair was _____ of the US Coast Guard Academy.
- The Program Chair was _____ of the US Military Academy.
- The annual conference was held in _____.
- A banquet was held on Tuesday evening – Bill Wilhelm entertained the attendees with several quasi-politically-incorrect jokes.
- The Division's annual expenses included \$321.08 for mailing the Fall newsletter.

15 Years Ago (AY 2001-2002)

- The Division Chair was _____ of the University of Louisville.
- The Program Chair was _____ of the US Military Academy.
- The annual conference was held in Montreal, Canada.
- A banquet was held on Tuesday evening – Bill Wilhelm entertained the attendees with several quasi-politically-incorrect jokes.
- The Division's annual expenses included \$447.13 for mailing the Fall newsletter.

10 Years Ago (AY 2006-2007)

- The Division Chair was _____ of Lafayette College.
- The Program Chair was _____ of the US Military Academy.
- The annual conference was held in _____.
- A banquet was held on Tuesday evening – Bill Wilhelm entertained the attendees with several quasi-politically-incorrect jokes.
- The Division's annual expenses included \$_____ for mailing the Fall newsletter.

5 Years Ago (AY 2011-2012)

- The Division Chair was _____ of University of Tennessee at Knoxville.
- The Program Chair was _____ of the University of Iowa.
- The annual conference was held in _____.
- The proposed by-laws change for 4.10 The Historian _____

_____.

Attachment 7
Summary of Proposed Bylaw Changes

Proposed Changes

Change 1, edit text as shown:

8.1.3 Annually select recipients of the Stephen J. Ressler Best Paper Award, the George K. Wadlin Distinguished Service Award, the Gerald R. Seeley Award, ~~and~~ the Glen L. Martin Practitioner Service Award, and the Emerging Leader Fellow Award. Recipients are selected by a vote of the Awards Committee. Nominations for division service awards (Wadlin and Martin) will be considered for three years from the nomination date.

Change 2, edit text as shown:

8.1.3.2 The George K. Wadlin Distinguished Service Award is given to a member of the Division for outstanding service in support of civil engineering education and the Civil Engineering Division of ASEE. Nominations are due by February 1st of the award year and can be submitted to the Chair of the Awards Committee by any member of the Division. Self-nominations are not accepted. The Awards Committee may consider any Past-Chairs of the Division for this award even if not formally nominated. The recipient is awarded an engraved plaque and a complimentary ticket to all CE Division social events at the ASEE annual conference at which the award is presented.

Rationale for modifying Section 8.1.3.2:

General:

Beginning in 2017, the Division Awards Committee initiated a process of soliciting written nominations for the Glen L. Martin Practitioner Service Award. As the Division's foremost award, it is important that the nomination process be clear, consistent, and transparent to the Division's membership. As such, the nomination process should be established in writing in an authoritative and public document of the Division; i.e., the Division's Bylaws.

Specific:

- a. Additional text has been suggested for this section to emphasize that this is an award that requires service in support of civil engineering education AND the Civil Engineering Division of ASEE.
- b. To emphasize that this award recognizes outstanding service to the Division, it is appropriate that both the nominee and nominator be members of the Division.
- c. Prior to the written nomination process that was initiated in 2017, many of the recipients of the award were Past-Chairs of the Division. Since Past-Chairs of the Division with outstanding service records are well-known to the Awards Committee (and in order to maintain a tie to the award's historical selection process), it is recommended that Past-Chairs be included in the pool of candidates. This provision does NOT imply that all Past-Chairs of the Division can or should be selected for this prestigious award.

Change 3, add text as shown:

8.1.3.5 The Emerging Leader Fellow Award is awarded to a member of the Division who has been a member of the division for no longer than five years and aspires to a leadership position. The purpose of the award is to recruit and support promising members of the division to participate in and learn more about Division leadership activities. Nominations are due by February 1st of the award year and can be submitted to the Chair of the Awards Committee by any member of the Division. Self-nominations will also be accepted. The Award consists of \$500 to defray costs of attending the conference, as well as a certificate.

**Attachment 8
Attendees**

| CIVIL ENGR DIVISION GENERAL BUSINESS MTG. | | MONDAY, JUNE 26, 2017 1:30 PM - 3:00 PM |
|--|--------------------------------------|--|
| NAME | AFFILIATION | |
| Tonya Nilsson | SANTA CLARA UNIVERSITY | |
| Andrea Welker | Villanova U. | |
| LESLIE NOLEN | ASCE | |
| Decker Hains | Western Michigan University | |
| KEN FRIDLEY | UNIV. OF ALABAMA | |
| STEPHEN BESSLER | US MILITARY ACADEMY (Ret.) | |
| Brock E. Barry | U.S. MILITARY ACADEMY | |
| Alexandra Hain | University of Connecticut | |
| Yvette Pearson Weatherston | Rice Univ. / ASCE FEE Committee | |
| Matthew Lovell | Rose-Hulman | |
| KEVIN SUTTERER | ROSE-HULMAN | |
| JENNY RETHERFORD | UNIV. OF TN | |
| CAMILA SAVIZ | UNIV OF THE PACIFIC | |
| STEVE BURTON | UNIVERSITY OF UTAH | |
| Dave Saftner | U of Minnesota Duluth | |
| Mary Katherine Watson | The Citadel | |
| Matthew Sleep | Oregon Tech | |
| Sean St. Clair | Oregon Tech | |
| CJ RILEY | OREGON TECH | |
| Farzam Maleki | Mass Maritime Academy | |
| Michelle Marincel Payne | marincel@rose-hulman.edu | |
| NORM DENNIS | ndennis@uark.edu | |
| Lili Mirshahzadeh | Los Rios Community College | |
| Marvin Criswell | Colorado State University (emeritus) | |
| Elizabeth "Libby" Jones | Univ. of Nebraska - Lincoln | |
| Nicolas Libre | Missouri Univ. Science and Tech. | |
| Scott Yost | Univ of Kentucky | |

| NAME | AFFILIATION | E-MAIL |
|---------------------------|--------------------------------------|------------------------------------|
| KWEKU BROWN | THE CITADEL | KBROWN16@CITADEL.EDU |
| JUSTIN HESS | IUPUI | HESSJL@IUPUI.EDU |
| DENISE R SIMMONS | VERGINIA TECH | DENSIMM@VT.EDU |
| Jeannie purchase | Virginia Tech | jmp16@vt.edu |
| Cassandra Groen | Virginia Tech | cgroen@vt.edu |
| Claire Danco | Clemson U | cdanco@clemson.edu |
| JIM O'BRIEN | ASCE | jobrien@asce.org |
| Kim DiGiovanni | Quinnipiac | kimberly.digiovanni@quinnipiac.edu |
| Scott Hamilton | York College of PA | shamilton@ycp.edu |
| Monica Palomo | Cal Poly Pomona | mpalomo@cpp.edu |
| Ed Seigner | NAB (retired) | eseigner@nab.edu |
| Matt Swenty | VMI | swentymk@vmi.edu |
| Victoria Bennett | RPI | bennev@rpi.edu |
| TANYA KUNBERGER | FGCU | tkunberg@fgcu.edu |
| Simon Ghanat | The Citadel | sghanate@citadel.edu |
| TOM LENOX | Retired: USMA ASCE | tlenox@asce.org |
| Jeff Evans | Bucknell | evans@bucknell.edu |
| Harry Cooke | Rochester Institute of Technology | hgcite@rit.edu |
| Derek Williamson | Univ of AL | dwilliamson@eng.ua.edu |
| Kristen Sanford Bernhardt | Lafayette College | sanfordk@lafayette.edu |
| Anahid Behrouzi | Cal Poly - SLO | behrouzi@calpoly.edu |

Attachment 9
Division By-Laws**CIVIL ENGINEERING DIVISION BY-LAWS (2016)**

(Approved by the Executive Committee and by the members in attendance at the Annual Business Meeting, June 2016 and approved by the ASEE Board of Directors, February 5th, 2017)

- Revised June 1, 1976
- Amended June 25, 1979
- Amended June 18, 1985
- Amended June 24, 1986
- Revised June 26, 1990
- Revised June 3, 1991
- Amended June 21, 1993
- Revised June 8, 1998
- Revised June 21, 1999
- Revised June 23, 2003
- Revised June 21, 2004
- Revised June 13, 2005
- Revised June 1, 2006
- Revised June, 2012
- Approved: June 16, 2014
- Approved: June 26, 2016

Section 1. Name and Purpose

The name of the Division shall be the Civil Engineering Division of the American Society for Engineering Education (ASEE).

The purpose of the Civil Engineering Division of the American Society for Engineering Education shall be the advancement of civil engineering education in all of its functions which pertain to engineering and allied branches of science and technology, including the processes of teaching and learning, counseling, research, extension services and public relations. In furtherance of this purpose, the Civil Engineering Division shall serve its members as a common agency of stimulation and guidance in:

1.1 the formulation of the general goals and responsibilities of civil engineering education for the service of individuals, and the advancement of the general welfare;

1.2 the adjustment of curricula and educational processes to changing conditions; methods of personnel practices, and of administrative usages;

- 1.3 the development of effective teachers, counselors and administrators;
- 1.4 the improvement of instructional materials and methods of personnel practices, and of administrative usages;
- 1.5 the enhancement of professional ideals and standards;
- 1.6 the fostering of research as a function collateral to teaching;
- 1.7 the coordination of institutional aims and programs, both among schools and colleges and in their joint relations with professional, educational and public bodies;
- 1.8 the cultivation of a kindred spirit among teachers, counselors, researchers, administrators, practitioners and corporate and government representatives.
- 1.9 the fostering of a diverse and inclusive profession.

Section 2. Membership

Membership shall consist of all individual members of the American Society for Engineering Education who designate Civil Engineering as a divisional interest on the records of the ASEE and pay the Division dues. Division dues are \$5.00 per year and are payable with Society dues. Only those members who are current in their Division dues shall be eligible to vote.

Section 3. Officers and Organization

3.1 Officers

The Officers of the Division shall be a Chair and a Vice-Chair, elected for one-year terms; a Secretary-Treasurer, elected for a three-year term; and three Directors, each elected to three-year terms, one term of which shall terminate each year. For the period between the election results being announced and the official assumption of offices (as described in 3.3.), the persons in line for respective positions will be referred to as Chair-Elect, Vice-Chair-Elect, and Secretary-Treasurer-Elect.

3.2 Administration

The Division shall be administered by an Executive Board composed of the officers, the Immediate Past Chair of the Division, the liaison member to the ASCE Committee on Education, ~~and~~ the Chairs of the Standing Committees and Supporting Committees, the Editor, and the Historian.

3.3 Assumption of Offices

Members of the Executive Board shall assume their full responsibilities at the conclusion of the annual Division Banquet as outlined in Section 6.

Section 4. Duties of Officers, Directors, Executive Board, Editor, and Historian

The Division shall be represented on the Professional Interest Council-1 (PIC-1) by the Division Chair and the Vice-Chair as required by the PIC-1 Bylaws.

4.1 The Chair

In addition to serving on the PIC-1, the Division Chair shall:

4.1.1 Have administrative responsibilities for the conduct of all functions of the Division in accordance with these Bylaws and the policies and procedures established by the Executive Board.

4.1.2 Schedule, organize, and conduct the Annual Business Meeting, the Division Banquet, and all meetings of the Executive Board as discussed in Section 6.

4.1.3 Appoint Committees in accordance with these Bylaws no later than September 30th.

4.1.4 Compile all annual reports of the activities of the Division as requested by PIC-1.

4.1.5 Appoint a liaison member to the ASCE Committee on Education (COE) for a three-year term. The liaison member to ASCE COE will be a past Chair of the Civil Engineering Division of ASCE. The Chair may name any member of the Division to attend a meeting of the ASCE Committee on Education if the appointed liaison member is unable to attend. Partial funding for attendance at Committee on Education meetings will be provided by ASCE. Reimbursement for reasonable additional travel costs will be made from the Division's BASS Account.

4.1.6 Be responsible for the election of officers as described in Section 5.

4.1.7 Appoint special committees or task forces as stipulated in Section 8.

4.1.8 Use the CE Division e-mail listserv to send information of interest to Division members.

4.2 The Chair-Elect

The Chair-Elect shall:

4.2.1 Attend all Executive Board Meetings of the Division, planning sessions, PIC-1 Meetings, and work with the incumbent Chair to facilitate a smooth transition of the office.

4.2.2 Assume responsibilities of Chair as described in Section 4.1 and Section 7 at conclusion of the annual Division Banquet.

4.3 The Vice-Chair

In addition to serving on the PIC-1, the Vice-Chair shall:

4.3.1 Assume the responsibilities of the Chair, in the absence of the Division Chair.

4.3.2 Assist the Division Chair as requested in the conduct of assigned duties.

4.3.3 Serve as the Division's Program Chair and in this capacity be responsible for the organization of all activities associated with the Division at the Annual Conference of the ASEE. Facilitate the peer review of abstracts and papers for Annual Conference sessions, as described in Section 7.

4.3.4 Coordinate with the five Standing Committee Chairs who normally conduct the Annual Conference sessions of the Division as outlined in Section 7.

4.3.5 Attend the Annual Conference Planning Meeting, normally held at the location of the ASEE Annual Conference, for the following year's program. At this meeting, formally hand over responsibility for program planning to the Vice-Chair-Elect. At the meeting, explore co-sponsoring session(s) with other Divisions of the Society.

4.3.6 Appoint a Division Nominating Committee at the annual Business Meeting to serve during the following year (see Section 8.3.1)

4.4 The Vice-Chair-Elect

The Vice-Chair-Elect shall:

4.4.1 Attend all Executive Board Meetings of the Division, planning sessions, PIC-1 Meetings, and work with the incumbent Vice-Chair to facilitate a smooth transition of the office.

4.4.2 Assume responsibilities of the office as described in Section 4.3 and Section 7 at the conclusion of the annual Division Banquet.

4.4.3 Chair the Division's Planning Meeting Luncheon at the ASEE Annual Conference.

4.5 The Secretary-Treasurer

The Secretary-Treasurer shall:

4.5.1 Be responsible for all official records and correspondence of the Division and the Executive Board.

4.5.2 Record and distribute to appropriate Division officers minutes of all meetings, including but not limited to the Annual Business Meeting and meetings of the Executive Board.

4.5.3 Prepare a financial report for the Executive Board for its review and approval.

4.5.4 Present to the Division membership at the Annual Business Meeting a financial status report of the Division. Copies shall be made available to the Executive Board and any Division Member requesting a copy.

4.5.5 Report the status of Division finances to the Chief Financial Officer of ASEE and the Chair of PIC-1.

4.6 The Secretary-Treasurer-Elect

The Secretary-Treasurer-Elect shall:

4.5.1 Be responsible for all official records and correspondence of the Division and the Executive Board.

4.5.2 Record and distribute to appropriate Division officers minutes of all meetings, including but not limited to the Annual Business Meeting and meetings of the Executive Board.

4.5.3 Prepare a financial report for the Executive Board for its review and approval.

4.5.4 Present to the Division membership at the Annual Business Meeting a financial status report of the Division. Copies shall be made available to the Executive Board and any Division Member requesting a copy.

4.5.5 Report the status of Division finances to the Chief Financial Officer of ASEE and the Chair of PIC-1.

4.7 The Directors

The Directors shall:

4.7.1 Assist the Chair by serving on special assignments for the betterment of the Division and shall have specific duties within the Division.

4.7.2 Be identified by the year of their term:

4.7.2.1 The Director serving the third year of a term shall be the Senior Director and shall be the parliamentarian at all meetings conducted by the Division. The Senior Director shall be responsible for an annual review of the Bylaws to keep them current.

4.7.2.2 The Director serving the second year of a term shall be the Mid-term Director and shall chair the Membership Committee.

4.7.2.3 The Director serving the first year of a term shall be the Freshman Director.

4.7.3 Be eligible to hold more than one position in the Division, although such multiple assignments should be limited to special situations to ensure the maximum number of the Division's membership are involved in the Division's activities.

4.7.4 Be eligible to be re-elected to a second consecutive three-year term. No Director shall serve more than six consecutive years. The ranking of the Directors in Section 4.7.2.1 shall govern with the first year of the second three-year term being identified as the Freshman Year.

4.8 The Executive Board

The Executive Board shall:

4.8.1 Assist the Chair in administering the affairs of the Division and assist the Program Chair in planning and organizing the program for the ASEE Annual Conference.

4.8.2 Fill a vacancy of the Division Chair with a Past Chair of the Division.

4.9 The Editor

The Editor shall:

4.9.1 Be appointed by the Executive Board for a three-year term and shall serve on the Executive Board as a voting member.

4.9.2 Be responsible for editing, producing, and circulating the Civil Engineering Division Newsletter.

4.9.3 Be responsible for keeping the Division website up to date as directed by the Executive Board.

4.9.4 Be responsible for other Division publications as directed by the Executive Board.

4.10 The Historian

The Historian shall:

4.10.1 Be appointed by the Executive Board for a five-year term and shall serve on the Executive Board as a voting member.

4.10.2 Be responsible for maintaining the historical documents (minutes, treasurers' reports, etc.) of the Civil Engineering Division.

4.10.3 Be responsible for editing, producing, and circulating the publication "Civil Engineering Division Chairs."

4.10.4 Be responsible for other Division publications as directed by the Executive Board.

4.10.5 Be responsible for maintaining an up-to-date list of the Division's past and present Officers, Directors, Secretary-Treasurers, Editors, and Historians and the year(s) they served.

4.10.6 Be responsible for obtaining a 3x5-inch photograph of the Chair and maintaining an album of all the past Chairs for archival purposes.

4.10.7 Be responsible for maintaining an up-to-date list of all the Division's award recipients, including the names of the awards and the year received and communicating this information to ASEE Headquarters.

Section 5. Election of Officers

5.1 Nominating Committee Responsibilities:

The Nominating Committee shall:

5.1.1 Nominate at least one member of the Division for each office to be filled: Chair, Vice-Chair, Director, and when necessary Editor, Secretary-Treasurer, and Historian. Candidates must be willing and able to serve.

5.1.2 Submit a list of eligible nominees to the Division Chair by September 30th.

5.2 Division Chair Responsibilities:

The Division Chair shall:

5.2.1 Send out the list of eligible nominees submitted by the nominating committee to the Civil Engineering Division membership by October 15th. At the same time, inform the Civil Engineering Division of the process for petitioning for additional nominations as described in 5.2.2.

5.2.2 Accept additional nominations if a petition addressed to the Division Chair is supported and signed in writing or equivalent electronic correspondence by at least ten (10) members of the Division and is received by the Division Chair no later than November 15. The petition shall contain the name(s) of the Division member(s), the position(s) being contested, biographies of each petitioned member(s), and a statement signed by the petitioned member(s) of his/her (their) willingness to serve.

5.2.3 Provide the recommendations of the nominating committee and any additional nominations to the Executive Board for ratification by November 30.

5.2.4 Prepare, upon ratification by a majority vote of the Executive Board by January 30, an electronic ballot for distribution by e-mail. The ballot will include candidates for Chair, Vice-Chair, Secretary-Treasurer (if required), and Freshman Director.

5.2.5 Obtain from each candidate a short biography. These biographies will be included with the electronic ballot.

5.2.6 Notify the petitioner(s) and the individual member(s) candidate(s) of the Executive Board's action.

5.2.7 Prepare a ballot that includes all candidates and spaces for a write-in vote.

5.2.8 Conduct the election by sending ~~the~~ a ballot notification to all Division members ~~via the Division e-mail list server~~. Eligible voting Division members will be given at least fourteen (14) days to cast their votes. Division members will be sent a reminder to cast their votes as the voting deadline approaches.

5.2.9 Count the votes and inform all Division members of the election results no later than April 15.

5.3 If more than one candidate is running for a specified position, the Division member who receives the most votes cast shall be elected to the position.

5.4 Vacancies

5.4.1 A vacancy in the office of Division Chair will be filled in accordance with Section 4.8.2.

5.4.2 In the event of the vacancy of the Vice-Chair, the Editor, the Secretary-Treasurer, the Historian, a Director, or a Committee Chair position, the Executive Board shall fill the vacant position.

5.4.3 In the event of a resignation by the Vice-Chair, the Editor, the Secretary-Treasurer, the Historian, a Director, or a Committee Chair, the individual resigning shall write a letter of resignation to the Division Chair. Once the resignation has been acknowledged and acted upon by the Division Chair, the position is considered vacant and shall be filled by action of the Executive Board. The position will be filled by appointment or by special ballot at the discretion of the Executive Board.

Section 6. Meetings

6.1 A Division Banquet open to all Civil Engineering Division members will be held each year at the ASEE Annual Conference.

6.2 An Annual Business Meeting open to all Civil Engineering Division members will be held each year at the ASEE Annual Conference, but prior to the Division Banquet.

6.3 The Planning Meeting Luncheon open to all Civil Engineering Division members will be held each year at the ASEE Annual Conference to plan the next year's tentative program and to determine the following year's conference program. The meeting will be chaired by the Vice-Chair-Elect of the Division.

6.4 The Executive Board of the Division shall meet no less than once each year prior to the Business Meeting and the Division Banquet at the ASEE Annual Conference. The Vice-Chair-Elect and Director-Elect will be invited to attend as non-voting members. The Standing Committee Chairs of the current Annual Conference shall be the official representatives to the Executive Board.

Section 7. Standing Committees

The Standing Committees foster the goals of the ASEE and Division. Their functions are:

7.1 The Committee on Educational Policy

This Committee shall be concerned with undergraduate and graduate curricula development and accreditation; continuing education; faculty recruitment and development; and all other matters relating to educational policy within the general scope of civil engineering.

7.2 The Committee on Professional Practice

This committee shall establish liaisons with professional/technical societies and practicing engineers for the purpose of identifying the entry and postgraduate educational needs of students; develop programs to improve the interaction of educators and practitioners; and improve cooperation between the Division and other professional/technical societies.

7.3 The Committee on Effective Teaching

The Committee shall promote innovation in the development of improved teaching methods and organize programs and discussions on teaching methods. Particular attention shall be given to the teaching of design and experimental concepts.

7.4 The Committee on Instructional Technology

The Committee shall promote the utilization and integration of instructional technology in civil engineering education. The committee will also function as a vehicle for facilitating the demonstration and sharing of computer software and other forms of instructional technology.

7.5 The ASCE Liaison Committee

The Committee shall enhance the formal linkage between the CE Division and the American Society of Civil Engineers (ASCE) Educational community, but shall not supersede or alter the functions of the ASEE liaisons to the ASCE Committee on Education (COE). The ASCE Liaison Committee shall promote

ongoing and upcoming ASCE initiatives, programs, and projects that affect civil engineering education. The Chair of the ASCE Liaison Committee shall be the Chair of the ASCE Committee on Education, the ASCE Director of Educational Activities, or their designated representative. The designated Chair must be an ASCE member.

7.6 Committee Activities

The Standing Committees shall, under the leadership of their respective Chairs, conduct the Annual Conference sessions under the coordination of the Program Chair and the Executive Board of the Division. The four Standing Committees, described in Sections 7.1 through 7.4, shall meet individually each year at the Division's Planning Meeting Luncheon at the ASCE Annual Conference. This Luncheon meeting is specifically scheduled for the planning of the conference programs for the next year.

7.7 Composition

Members of the Division have the option of serving on Standing Committees of their choice. There shall be no limit to the number of members on each standing committee.

7.8 The Standing Committee Chairs shall:

7.8.1 Be elected by the members of the associated standing committee at the start of the Division's Planning Meeting Luncheon.

7.8.2 Assume immediate responsibilities separate and apart from the incumbent Standing Committee Chairs. The incumbent Chairs shall be responsible for facilitating the election of the new Chairs and then shall turn the meeting over to the new Chairs when those persons are identified. An incumbent Chair may be re-elected.

7.8.3 Be responsible for coordinating their program session(s) with the Vice-Chair-Elect of the Division at the time of the Planning Meeting Luncheon and continue coordinating the program session(s) with the Vice-Chair for the yearlong period between the Planning Meeting Luncheon and the Annual Conference.

7.8.4 Serve on the Executive Board of the Division for the duration of their tenure as Chair, with the termination of their responsibilities for any given year occurring at the conclusion of the annual Division Banquet.

7.8.5 Caucus with the members of the individual committees at the Planning Meeting Luncheon to determine a program topic for their sessions that will incorporate the theme of next year's conference as established by the ASCE.

7.8.6 Provide the Vice-Chair-Elect with a written summary of the topic for their session(s) as well as the identity of all attending standing committee members at the conclusion of the Planning Meeting Luncheon.

7.8.7 Identify, when appropriate, a Peer Review Board for each Annual Conference session sponsored by the standing committee. Peer reviewers should generally be members of the associated standing committee; however, other reviewers may be used, at the discretion of the Committee Chair and Division Vice-Chair.

7.8.8 Facilitate the peer review of abstracts and papers for Annual Conference sessions.

Section 8. Supporting Committees

The Supporting Committees of the Division shall promote and retain membership in the Division and recognize noteworthy accomplishments of Division members.

8.1 The Awards Committee

The Awards Committee shall:

8.1.1 Be appointed by and be responsible to the Executive Board. The members of the committee shall be made up of the three most recent living Division Past Chairs. The Chair shall be the Senior Past Division Chair.

8.1.2 Be concerned with advancing civil engineering education by emphasizing noteworthy accomplishments. Such accomplishments may include, but are not limited to, technical papers in ASEE Annual Conference Proceedings and meritorious service to civil engineering education in general and the Civil Engineering Division in particular. The committee shall give attention to identifying and nominating Division members worthy of Fellow status in the ASEE. Nominations for awards may be submitted to the Division Chair by the incumbent Standing Committees and by interested members of the Division.

8.1.3 Annually select recipients of the Stephen J. Ressler Best Paper Award, the George K. Wadlin Distinguished Service Award, the Gerald R. Seeley Award, and the Glen L. Martin Practitioner Service Award. Recipients are selected by a vote of the Awards Committee.

8.1.3.1 The Stephen J. Ressler Best Paper Award is given for the best paper on a topic in civil engineering education, presented at the ASEE annual conference and published in the ASEE Annual Conference Proceedings in the year prior to the award. Each co-author of the paper selected is awarded an engraved plaque and one complimentary ticket to all CE Division social events at the ASEE annual conference at which the award is presented.

8.1.3.2 The George K. Wadlin Distinguished Service Award is given for outstanding service in support of civil engineering education. The recipient is awarded an engraved plaque and a complimentary ticket to all CE Division social events at the ASEE annual conference at which the award is presented.

8.1.3.3 The Gerald R. Seeley Award is awarded to a civil engineering faculty member with five or fewer years of teaching experience. The basis for selection is the quality of a paper submitted for presentation in a CE Divisions session at the upcoming ASEE Annual Conference. The Awards

chair shall annually announce the Awards to the Division membership at the time for the call for abstracts. The Award consists of a \$500 reimbursement for conference registration and attendance at CE Division social events and business meetings, as well as an ASEE certificate.

8.1.3.4 The Glen L. Martin Practitioner Service Award is awarded to an engineering practitioner for distinguished service to or support of civil engineering education. While the recipient can be a former faculty member, the distinguished service for this award must occur over a period of time when the recipient served as an engineering practitioner in a position not normally held by an engineering educator. Nominations are due by February 1st of the award year and can be submitted to the Chair of the Awards Committee by any individual, committee, or organization; however, at least one individual of the nominating group must be a member of the Division. Self nominations are not accepted. The Award consists of an engraved plaque and a complimentary ticket to all CE Division social events at the ASEE annual conference at which the award is presented.

8.1.4 Assist the Program Chair in selecting the CE Division's nominee(s) for the ASEE Best Paper Award.

8.2 The Membership Committee

The Membership Committee shall:

8.2.1 Identify and pursue the ways and means by which the membership of the Division might be increased (membership promotion) and by which the Division might be of increased service to its individual members (membership retention).

8.2.2 Be composed of the three elected Directors of the Division with the Mid-Term Director serving as Membership Committee Chair. The Membership Committee is responsible to the Executive Board.

8.3 The Nominating Committee

The Nominating Committee shall:

8.3.1 Be appointed by the Vice-Chair at the annual Business Meeting and be made up of the Immediate Past Chair, the current Chair, and an active Past Chair. The Vice-Chair-Elect shall be an ex-officio member. The Past Division Chair shall serve as the Nominating Committee Chair and shall provide a written report to the Division Chair by ~~October~~ September 30.

8.4 Special Committees or Task Forces

8.4.1 The Division Chair may appoint special committees or task forces, as necessary, to study and make recommendations on issues important for the betterment of the Division. Only committees of the Division may have a "corresponding member" duly named by the appropriate similar committee of ASCE unless otherwise specified herein.

8.4.2 When the Division chooses to organize Annual Conference sessions in addition to those associated with the four standing committees, the Division Chair may appoint Session Chairs to organize the additional sessions. Session Chairs will facilitate the peer review of abstracts and papers for their respective sessions, as described in Section 8.

Section 9. Jurisdiction and Amendments

9.1 Should a conflict exist between the Division Bylaws and the ASEE Constitution, the latter will govern.

9.2 These Bylaws may be amended by a majority vote of the active members present at the Annual Business Meeting of the Division.

9.3 Any amendments to the Bylaws must be approved at the Annual Business Meeting of the Division and then submitted to the ASEE Board of Directors for ratification and to ASEE headquarters for posting on the ASEE website.