

Civil Engineering Division: Minutes of 2015 Executive Comm Meeting

Executive Committee Meeting

June 15, 2015

7:00 – 8:30 am

1. **Meeting Kickoff.** Meeting was called to order at 7:00 am by Yusuf Mehta. Meeting agenda was approved and introductions made.
2. **Review of Past Meeting Minutes.** 2014 General Business Meeting and Executive Committee meeting minutes were reviewed. Kevin Hall motioned for approval, Steve Burian seconded, motion passed unanimously.
3. **PDH Credit Discussion.** Yusuf Mehta initiated a discussion on ways to increase participation in ASEE by offering PDH for CE Division presentations. Ashok Agrawal was present to provide the perspective of ASEE. Ashok noted the variation of PDH requirements and quality control across states. Based on review and discussion by ASEE, the Civil Engineering and Environmental Engineering Divisions were identified as the most likely to benefit from this initiative and were targeted as the ones to consider implementation. Ashok asked for the CE Division to consider how to move forward. Kevin Sutterer noted that he documents his participation in ASEE for PDH, but his state does not require up front documentation – only needed if audited. Kevin Hall and Andrea Welker noted that they also do the same. Providing a certificate for documentation purposes was discussed. It was noted as a relatively straightforward process to do so, and that this is common practice for many organizations to provide a convenient documentation of attendance and participation. States that operate with self-certification were noted as relatively easy to implement a certificate-based documentation program, but the states that may require more rigorous quality control may need to be investigated. In conclusion, a general consensus was reached that it is not necessary to implement a special program for PDH credit for regular CE Division events. Consideration may be given to PDH for future special events. Ashok Agrawal will report back to ASEE.
4. **ASCE Educational Activities report** (see Attachment I). Leslie Nolen noted ExCEEed is at capacity for both sessions this summer. Dept. Heads Council was mentioned, as was the ASCE awards to be presented at ASEE. Student activities were highlighted and upcoming events and accreditation activities were reviewed. After review of activities Leslie opened floor to questions. Ron Welch asked about Ridgeway Award and it was clarified. No further questions.
5. **2015 Conference Program Overview.** Kevin Hall noted it is a busy year for CE Division – with a typical program as in last few years. Kevin Hall mentioned he had ideas for streamlining the paper submission process for next year. One example was a suggestion to indicate when the paper being submitted is eligible for an award. The social events for 2015 conference were described – Tap House for RAP session, 79 registered. Only 40 for Banquet, a little low from previous years. Kevin Hall noted that on-site registration is still possible for 5 or so additional attendees for Banquet. Kevin explained transportation to Banquet, contract should be signed today with company to provide shuttle service. Kevin Sutterer mentioned difficulty in finding the Sustainability Workshop on Sunday. Kevin Hall noted that the Sustainability workshop was sponsored

by ASCE Committee on Sustainability and CE Division just supported. Yusuf Mehta noted that he attended the CE Division workshops and attendance was good. Andrea Welker noted that CE Division has conflicting sessions in this year's program. Kevin Hall will relay this issue to ASEE to pay attention to this scheduling. Ron Welch noted that essentially there are 9 technical session slots and CE Division has 9 sessions, which means conflict is impossible to avoid. Kevin Hall noted that all almost sessions are in same room, which makes it quite easy for attendees.

6. **Young Leadership Fellow.** Matthew Sleep was recognized for being this year's Younger Member Leadership Fellow Awardee. Matthew will be "job shadowing" ASEE Civil Engineering Division leaders to learn more about the responsibilities.
7. **Financial Report.** Steve Burian noted that BASS account reports have NOT yet been provided by ASEE, although repeated requests have been made. ASEE staff has had significant turnover and they are behind on all division account reports. Steve will visit Alisa Graham at 9:00 am to acquire reports for BASS and operating accounts and to inquire about various items. Yusuf Mehta described the 30% overhead charge on INCOMING BASS account (changed from original report of 60%). The 60% was justified for IRS purposes, but 30% appears to be justified based on need to help ASEE financial situation. Sean St. Clair explained that ASEE is subsidizing to reduce the 60% charge to meet financial needs for servicing the BASS accounts, to only charge the divisions 30%. Ron Welch noted that the cost for Institutional Membership (College) is also increasing. Others noted that costs of other ASEE events and activities are increasing because of deficits at ASEE. Tom Lennox asked for clarification on the benefits of being an institutional member, and a number of benefits were noted the most important of which was noted as being able to have a representative. One important point noted in the discussion was the Civil Engineering Division operating account that will not be charged overhead. Matt Roberts noted that only the BASS account earns money so it needs to be managed. The operating account is use it or lose it, being swept Oct 1 each year. In general, the procedure in the past has been to spend Operating Account funds first to exhaust them and then use BASS account funds. This practice will be continued. The account to deposit revenues will be re-evaluated to determine best strategy to avoid overhead when not necessary. Steve Burian will follow up with ASEE accounting and Alisa Graham to explore options. Following the meeting, the account report was provided by ASEE and summarized by Steve Burian – see Attachment II.
8. **CE Division Membership.** Yusuf Mehta reported that current CE Division membership is at 614. Average over last 15 years is 634. Minimum was 548 in 2014. A brief discussion highlighted that membership has been near or over 700 in the past, and that there was a large dip in 2014, with a slight increase this year moving the membership number back towards the long-term average. It was noted that more effort is needed to increase membership.
9. **Special Funds Project.** Yusuf Mehta noted the benefit of applying for the ASEE Special Fund project. Request of \$500 is max.
10. **CE Division Awards.** Shashi Nambisan provided summary of Awards Committee activities and selections:
 - a. Stephen J. Ressler Best Paper award:

Integration of Prerequisite Resource Materials in a Structural Design of Foundations Course Using Pencasts Jeffrey A. Laman (Penn State University), and Mary Lynn Brannon (Penn State University)

Uncertain if authors will be present at Banquet. Five papers have been selected for this year, with winner to be announced next year.

- b. George K Wadlin Award: Ron Welch
- c. Gerald R. Seeley Paper Award:
Correlation of Personality Type with Student Interest in Sustainability in Civil Engineering
Nicole Leo Braxtan (Manhattan College) with Goli Nossoni (Manhattan College)
Shashi Nambisan noted that for this award in particular there is a need to have papers eligible identified early on to reduce the amount of checking.
- d. Glen L. Martin Practitioner Service Award: Richard Anderson. Matt Roberts noted that there were two excellent nominations and their documentation was well prepared. Matt noted that the nomination package is quite involved and needs time to be prepared. A general call for the need to identify people and put together packages early on to make sure it is of sufficient quality.
- e. ASEE Fellow Nominees. 2015 nominees – Ron Welch and Jeff Russell. Norm Dennis was nominated by an individual at the University of Arkansas. It was noted that there is a significant amount of work to prepare an application and there are limited fellows awarded by ASEE each year (11 this year). Ron Welch noted that it is a complicated and in-depth application package. The application must have three fellows support application. The nomination does not necessarily need to come from a fellow. The supporting fellows and nominating individual cannot be on the ASEE committee that selects the award (J.P. Mohsen for example is not eligible to support applications). Matt Roberts asked if there is a magic number for fellow nominations. Kevin Hall suggested that two nominees per year would be a good initial steady state. Ron Welch noted that an existing fellow can support more than one nominee. Tom Lennox noted that there may be wisdom in nominating just one package to focus effort. It was mentioned that a submitted nomination stays under review for more than one year (two years was noted as the duration until application must be resubmitted). Sean St. Clair suggested that given the lull in nominations over the past few years that there are numerous worthy individuals. He recommended submitting more than one nomination. Matt Roberts summed up with Ron Welch the approach. And Tom Lennox clarified. The recommended approach was proposed to be to nominate Tom Lennox this year and then Stephen Ressler next year (and Jeff Russell will also be automatically included in 2016 nominees).

11. PIC 1 Chair Update. Adrienne Minerick visited to provide the following summary points:

- a. Noted need for ABET to highlight diversity in Civil Engineering.
- b. Electronic voting is possible for board meetings – to move faster.
- c. No more conference paper fees. Can be much more flexible with programming – should be able to get input to PIC Chairs meeting in November.
- d. More capabilities in Monolith and this led to less points of confusion this year.

- e. Special Projects fund will come out in September and due in October or early November. Can ask PIC Chairs for creative sessions, field trips, etc. that involve people with division.
 - f. Best PIC paper. Flipped Classroom topic from Chemical Engineering. PIC IV nominated paper was awarded. These will be presented next year.
 - g. Strategic Doing and Listening session on Tuesday. Initiative to move ASEE to be a more flat organization.
 - h. Diversity committee received 25 identified papers that were designated as diversity themed. Top 6 papers to be presented Monday at 12:30.
 - i. Membership promotion. Reductions in fees.
 - j. Financial update. Overhead rate of 30% for ASEE applied to BASS accounts. In the past the finances worked that people hired to do substantive activities could also run BASS account management. Not possible anymore. It is now a fee assessed on INCOMING funds. Therefore, this does not affect saved funding – existing balances are not affected. Balances that come into the BASS account in the future will be charged a 30% fee to cover the salary and fringe of one staff person. Bottom line is the need to support the staff member, so the fee is negotiated. Dues goes to the BASS account, therefore in the future 30% administrative fee will be charged. May need to increase dues. May need to have funds for RAP and banquet put into operating account, but need to be aware that operating account is swept clean on October 1.
 - k. Kevin Hall asked about adding radio button to monolith for identifying CE Division papers for awards (Seeley in particular). Adrienne asked Kevin to send her an email as an action item.
 - l. Matt Roberts asked about cost cutting measures at ASEE that can help with the financial situation. Adrienne noted that this was discussed in a closed door meeting that resulted in a balanced budget. Tough decisions were made, but Adrienne could not speak to details at the moment. Adrienne noted that there has been a 5-year deficit but to date nothing has been done to address the issue. It seemed that a number of stars aligned last year to lead to deficit, but it appeared that trends were positive. But it was learned that the audit that was conducted this year identified a few items that have been written off.
12. **Bylaw Review and Proposed Changes.** Yusuf Mehta reviewed the proposed change to bylaws for Diversity and Inclusion. New item 1.9 was presented. Currently there are 8 items in the list. The change was approved for discussion at the CE Division Business meeting. Need to nominate individual to committee and this request will be made in General Business meeting. By-laws can be changed and approved in general business meeting.
13. **CE Division 2015-2016 Action Report.** Kevin Hall presented a visual of the organizational chart. Proposing to have a mid-year virtual meeting to touch base, perhaps in December after PIC meeting. Additional action items to be considered were also presented. The focus is on sustainability of the division that is independent of individuals.
14. Meeting adjourned at 8:27 am.

Attachment I**ASCE Educational Activities**
CE Division of ASCE
June 2015**Activities Over Past Year**

- **ASCE's ExCEED Teaching Workshops 2014 & 2015:**
 - o **ExCEED Teaching Workshops (6 day) 2014** – Open to all civil engineering faculty; 24 participants graduated from the Florida Gulf Coast University site with another 24 participants graduating from the US Military Academy site. This brings us to a 16 year total of 35 workshops; 741 CE graduates; 234 different institutions.
 - o Continue to grow a sizeable body of seasoned presenters, mentors, and assistant mentors.
 - o **ExCEED Teaching Workshops 2015** – Two sites for a total of 48 seats. June 21-26 at Florida Gulf Coast University in Fort Myers, FL; July 19-24 at the US Military Academy, West Point, NY. All seats are currently filled.
- **National Civil Engineering Department Heads Conference**
 - o 11th Annual National CE Department Heads Conference
 - o Hosted by Virginia Tech in Blacksburg, VA, May 18-20, 2015
 - o 85 participants in attendance
- **Accreditation**
 - o 89 EAC programs and 25 ETAC programs evaluated in fall 2014, including 12 internationally.
 - o New program evaluators are always needed. Please consider volunteering your service. For more information, visit http://www.asce.org/university_curriculum_development/
- **The 2015 ExCEED Leadership Award:**
 - o To be presented at the CE Division Banquet on Tuesday, June 16, 2015
- **The 2015 ExCEED New Faculty Excellence in Teaching Awards to be presented to:**
 - o Michelle Beiler, P.E., M.ASCE, of Bucknell University
 - o Scott Katalenich, P.E., M.ASCE, of the United States Military Academy
- **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 329 ASCE Student Chapters (43 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) in conjunction with the annual series of Multi-Region Leadership Conferences. Overall attendance at the 2015 WSCL programs totaled 510 students and advisors representing 135 ASCE Student Chapters, 2 AEI Student Chapters

and one International Student Chapter from Dubai, UAE. Students departed the WSCLs informed, motivated, and energized for the challenges of leading their Chapters.

- In addition to other activities, student leaders planned, coordinated, and conducted annual student conferences in 18 geographic regions during spring 2015. These Student Conferences typically host over 5,000 ASCE student members per year.
- **22nd Annual ASCE/AISC National Student Steel Bridge Competition**
 - Held May 22-23, 2015 at University of Missouri – Kansas City
 - 48 teams competed
 - Winners:
 - National Champion: University of Florida
 - 2nd Place: California Polytechnic State University - San Luis Obispo
 - 3rd Place: École de technologie supérieure
- **28th Annual ASCE National Concrete Canoe Competition**
 - June 20-22, 2015 at Clemson University in Clemson, SC
 - 22 teams competing

Upcoming Activities

- **National Civil Engineering Department Heads Conference**
 - Dates and Location: TBD
 - Information available Fall 2015
- **ExCEED Teaching Workshops (6 day) 2016**
 - 18th year for ExCEED Teaching Workshops
 - Planning to hold 2 workshops for ASCE members only. 48 seats available. Applications due by February 2016. See website at www.asce.org/exceed.
- **Workshop for Student Chapter Leaders 2016**
 - Conducting 3 workshops for new student officers.
 - Regions 1, 2, 4 & 5: Pittsburgh, PA on February 11-13, 2015
 - Regions 3, 6 & 7: Chicago, IL on January 14-16, 2015
 - Regions 8 & 9: Anchorage, AK on January 21-23, 2015
 - Registration opens in October 2015.

ASCE Educational Activities

*ASCE World Headquarters, Reston, VA
703-295-6000*

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

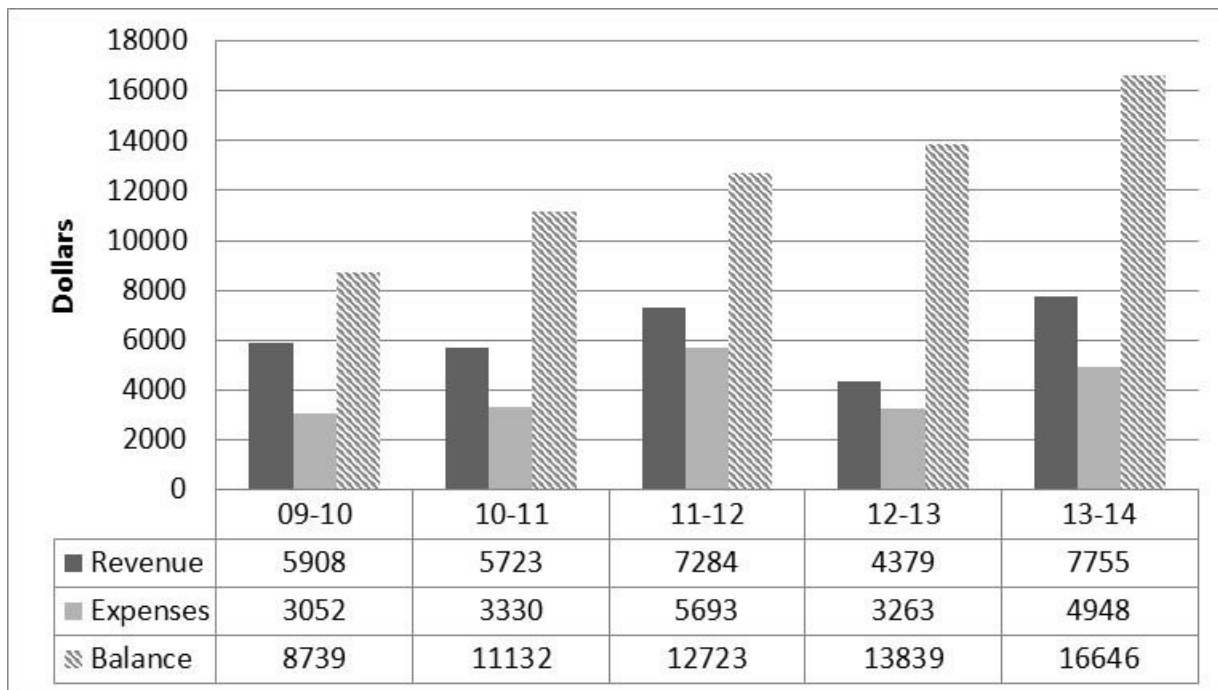
Leslie Nolen: lnolen@asce.org Dion Coward: dcoward@asce.org

Attachment II

Civil Engineering Division
ASEE
Treasurer's report 2015

Below is a summary of our BASS account since 2009. Notes/conclusions:

- Income is from interest (around \$40), ticket sales, and field unit dues
- Expenses are the banquet and awards
- Each year we have about \$1500 accruing in the BASS account
- The Civil Eng account is drawn to zero each year: for the past three years it has been around \$600
- Current account balance does not reflect ticket sales or cost of RAP session or banquet



Attachment III

EXEC BOARD MTG.
CE DIVISION

NAME / AFFILIATION / EMAIL		
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