

Summary of Executive Board Meeting, Civil Engineering Division, ASEE

June 16, 2014

7:00 am to 8:40 am

1. Meeting was called to order, agenda was approved, attendance was taken led by Matt Roberts
2. 2013 Executive Board Minutes were reviewed and approved led by Andrea Welker
3. New Officers for 2014-2015 were reviewed as well as future leadership responsibilities (Attachment 1) led by Matt Roberts
 - a. Chair: Yusuf Mehta
 - b. Vice Chair/Program Chair: Kevin Hall
 - c. Secretary-Treasurer: Steven Burian
 - d. New Director (2014-2017): Andrea Welker
 - e. Newsletter Editor: C.J. Riley
 - f. Continuing Directors: Brock Barry (Senior Director)
 - g. Sean St. Clair (Midterm Director)
4. ASEE CE Division and related ASCE reports led by Asghar Batti
 - a. Program Chair for 2014 meeting overview (Attachment II) led by Matt Roberts – number of papers down slightly, more rejections
 - b. Secretary-Treasurer report (Attachment III) led by Andrea Welker. Discussed how to use BASS funds – discussion included with PIC I report. We should pay for awardees at the banquet (for paper awards with multiple authors, just cover the cost of one). Matt will suggest a bylaw change to this effect. We should be prepared for increased costs for social events in the future. Our dues are in line with other divisions.
 - c. PIC I business meeting report Matt Roberts: Dues went up, but there is a discount for renewing for multiple years. Some concern voiced by the board about raising dues when membership is down. BASS accounts growing across the board, ASEE does not want us to grow large balances. One suggestion is to consider endowed awards because then it can't be touched. Three divisions have endowed awards. It was noted that at current growth rates you need 25 to 30 times the amount of your award in your account, which we don't have. PIC 1 total \$163,000. One suggestion for the use of the money was to make a better RAP session. The PIC business meeting also revealed that people don't like the author fee. Note

that the ASEE theme this year is “Action on Diversity” – Kevin has handout. The PIC 1 rep will be at the general business meeting this afternoon.

- d. ASCE Committee on Education led by Norb Delatte. Ping is no longer with ASCE. Norb brought up the term of the liaison, which was discussed in more detail later. Yusuf will be the representative. ASCE funds this individual. ASCE needs more than one year, Norm suggests three years. We need to have a good liaison to achieve these goals. We talk more about the ASCE Program Criteria, which is an example of something that takes more than one year to develop.
5. Supporting and special committee reports
- a. Awards Committee report (Attachments IV and VI) - Kevin Sutterer
 - i. 2013 Gerald R. Seeley Fellowship: Matthew D. Lovell, Rose Hulman Institute of Technology
 - ii. Stephen J. Ressler Best Paper Award: Mary Katherine Watson, Elise Barrella, Thomas Wall, Caroline Noyes, Michael Rodgers. The way the by-laws are written it can be any paper in Civil Eng Education. Historically, we only consider papers that were published and presented at the previous year’s conference. May want to consider changing the by-laws to reflect current practice.
 - iii. George K. Wadlin Award: Kristen L. Sanford Bernhardt (note, should not be a surprise as the awardee may want others to come)
 - iv. Glenn L. Martin Practitioner Award: to start next year. Norm and Tom have suggestions for possible awardees. We need to close this loop in the by-laws. We should have nominations – a process (form/deadline, etc) is needed. Shashi will be the chair of awards committee. May want to follow same timeline as for papers. Maybe they should be allowed the chance to prepare a paper.
 - v. Younger Leaders Fellows (not really an award, but I’m putting it here): Jenahvive Morgan and Denise Simmons. This award was partially supported by a one-time special fund. These Fellows shadow leadership. It is an effort to fill the pipeline with younger members (see more under Membership report). There was widespread support for continuing this program even without matching funds.
 - b. Nominating Committee report led by Asghar Bhatti. Matt suggested that it would be nice to have three candidates for positions. Ron thinks that we need to ID people that come to conference, regularly participate, we want to use people that are committed to the organization up front as it is an 8 year commitment.

- c. Membership Committee report led by Brock Barry: Membership is down. People dropping ASEE and division membership, not just Civil Eng. Total 8,574; Civil Eng, 548, Matt is going to contact lapsed members and figure out why. Two contributing factors are that the Deans program that supported young faculty is over and folks are retiring. Deans program was effective. A general problem of the pressures that tenure-track faculty members are under and the use of non-tenure track/adjuncts were discussed. If we want young faculty to be involved, then their involvement must be valued. It was suggested that Kevin may want to talk to the Department Heads Council (DHC). On the flip side, we need to show value to younger faculty and show them what they get out of it. Participation is key – you need to come to get something out of it, as the networking is crucial. Just getting the magazine isn't enough. Many thought that at the campus level the focus should be on supporting regional involvement. This means the campus representative must be active and encouraging membership. Although, starting at regional meetings has value, it was suggested that the national meeting has something special – e.g. NSF poster session, ABET updates, etc. Maybe we could make better use of ASCE department head's list serve to encourage membership (DHC). Many suggestions followed: call for papers, newsletters should be sent to ASEE Civil Div and DHC list serve; tout value-add; be sure the connection between ExCEED and ASEE remains; talk about ASEE at National Department Heads Meeting and have a display. The connection between the regional/national/divisions is confusing, perhaps we could discuss that in the newsletter to explain. All agreed that travel support is critical to get faculty to the conference. The Directors (Brock, Sean, Andrea) will talk about how to encourage faculty to be involved by building upon this discussion. We also discussed single-candidate elections; the board was ambivalent and really didn't see a problem with it.
- d. Bylaws report Kevin Hall. We will vote on all of this stuff at the general meeting. Matt will update for the meeting.
 - i. 3.2 Standing committees: Chairs of the Standing Committees typically do not attend the meetings. Do the standing committee chairs need to be on the Executive Board? It would always be nine members moving forward. Kevin has plans to have several meetings with this group to reinvigorate their involvement. Tabling issue to see if we can energize these groups. Supporting committees: (awards, nominating...) Awards chair should be on Executive committee

- ii. 4.1.5/4.3.6 Needs to be revisited. Much concern about a one-year term. ASCE wants this person on Committee on Education. Norm recommends a past chair and then for three years, so every third past chair would be asked to do this, they could abdicate and select some other past chair. Seconded by Sashi. Attend two meetings per year. ASCE provides some reimbursement. Any additional reasonable cost picked up by Civil Eng. Division
 - iii. 4.8.2 No discussion
 - iv. 5.2.8 No real discussion – written at a time of snail mail
 - v. 6 and 9 just formatting
 - vi. 8.1.3 and 8.1.3.4 Already approved, just need to update. Add Glenn L. Martin's name.
 - vii. 7.5 Language needs to be changed to reflect ASCE committees
 - e. Newsletter report led by C.J. Riley: Newsletter went out in September. Moderators take/send photos. Give CJ session (summary) report. May want to use newsletter to announce Glenn L. Martin award. Newsletter also includes the Historian's report. CJ wants to know if we want to see anything else in there. Maybe something there about why you should attend if we send it to DHC.
6. Bylaws (see above)
7. Other business: Matt and Kevin will step in for Yusuf

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