

Civil Engineering Division: Executive Board Meeting

June 26, 2017; 11:30am to 1:00pm
Madison Room, Hyatt Regency

1. Welcome and Call to Order Brock E. Barry

The meeting was called to order by Brock Barry at 10:30 am.

 - 1.1. Attendance Roster was passed around.
 - 1.2. Recognition of Current and Recently Elected Fellows of ASEE – Tom Lenox was recognized.

2. Approval of 2016 Executive Board minutes Steve Burian (Recorded) / Tonya Nilsson

Tonya Nilsson reported the minutes prepared by Steve Burian were reviewed and accepted electronically by the Executive Board.

3. Action Items Completed Brock E. Barry
 - Website updated with newsletters through June 2016
 - Website updated with meeting minutes through June 2015
 - Website updated with correct slate of officers
 - Bylaws reviewed and approved by ASEE Board of Directors, February 2017
 - Requests submitted to ASEE to update website with current bylaws, award winners and the 2016 minutes.

4. Review of Business Meeting Agenda Brock E. Barry

Amendments to the Business Meeting Minutes.

 - Item 5.1 – 2017 Conference Overview will be presented by Ron Welch in lieu of Sean St. Clair.
 - Jim O'Brien indicated Leslie Nolen should be added with Kevin Sutterer to item 5.4.
 - Kevin Hall noted that Andrea Welker will present agenda items 3.1 and 6.2 instead of Kevin Hall.
 - Ron Welch specified agenda missing the Historian Report and should be added as item 5.5.

5. Action Items
 - 5.1 Proposal for Consideration**

Brock Barry proposed making the Younger Leader Fellowship Award a standing award for ASEE and make the \$500 a regular award. Regardless if this is an official ASEE award or not, Brock Barry recommends this award includes \$500 to facilitate the recipient attending the conference. If the award is added to the bylaws, it can be an annual Division award prior to its official approval by ASEE.

CJ Riley reported the process required to get an award included as an official ASEE award. CJ Riley noted it is challenging to get new awards through the ASEE process and review.

Brock Barry recommended that CJ Riley immediately draft a bylaw change to include this as a Division Award to be voted on at the Division Business Meeting. Kevin Hall noted there is no clause discussing a required minimum time to submit bylaw change proposals, which allows recommended bylaw changes to be proposed initially in the Executive Committee Meeting and prepared and voted on in the Business Meeting. A recommendation to change the name to Emerging Leader was made.

5.2 Proposal Changes to the Bylaws

Tom Lenox proposed a change to the George K. Wadlin Distinguished Service Award, which he noted is the premier award in the Division, and gave the general and specific rationale below. As an aside, Lenox noted an error in the General Rationale for changing section 8.1.3.2, shown below, stating the award should refer to the George K. Wadlin Distinguished and not the Glen L. Martin Practitioner Service Award.

Ron Welch indicated three winners were not past Division Chairs since 2003 and there are individuals that have significant contribution to the Division but who did not serve on the Board. Kevin Hall requested clarification that a past, highly-active member who is currently not a Civil Division member would not be eligible.

It was noted that since this is an official ASEE award, any winner would have to be an ASEE member.

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 (George K. Wadlin Distinguished) 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.

6. Other business/discussion Brock E. Barry

6.1. Nomination to the Nominating Committee - Ron Welch noted this year's nominating committee only held two out of the required three members. Kevin Hall indicated the bylaws require the committee members include the past chair, the current chair and any active past chair and that the third seat should be nominated by the Vice-Chair. Ron Welch proposed the 2017-2018 committee be composed of Brock Barry, Sean St. Clair and Kevin Hall. Sean St. Clair nominated Kevin Hall and Hall accepted. Kevin Hall also noted per the bylaws, Andrea Welker is an ex-officio member of the nominating committee for 2017-2018.

6.2. Discussion of removal of Webmaster from Leadership list - Ron Welch recommended the Webmaster should be removed from the table of positions as the Historian and Division Chair should be responsible for what is on the website. It was determined Michael Woo should be removed from the leadership table beginning in 2014-2015.

6.3. 2017 Conference facilities update - Brock Barry indicated he is currently working with ASEE to address the limited size of the session room, which was standing room only for all three of the Sunday sessions. The following adjustments have been 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.

6.4. 2017 Nominations for ASEE Fellows from the Civil Division - Sean St. Clair asked if anyone is planning to put forward a fellow nomination this year. Kevin Hall noted that it is the Awards Committee responsibility to put forth nominations per the bylaws. Ron Welch indicated that the recommendations written by current fellows for new fellows are viewed more favorably by ASEE and ASEE requires three recommendations in addition to the nomination.

6.5. New ASCE liaisons - Brock Barry indicated Matt Roberts has been appointed as the new ASCE liaison in a three year term.

6.5. Award Committee procedures not reflected in the bylaws - Kevin Hall noted the Awards Committee has procedures not officially listed in the bylaws. Tom Lenox asked the Awards Committee to look at procedures for all the awards and recommend any changes to the bylaws for next year's meeting.

7. Adjourn – Brock Barry adjourned the meeting at 12: 29pm

Attachment 1
Attendees

CIVIL ENGR DIVISION
EXECUTIVE BOARD MTG.

MONDAY, JUNE 26, 2017
11:30AM - 1:00PM

<u>NAME</u>	<u>AFFILIATION</u>
Tonya Nilsson	SANTA CLARA UNIVERSITY
Andrea Weiker	Villanova U.
Leslie Nolen	ASCE
KEN FRIDLEY	UNIVERSITY OF ALABAMA
Kevin Hall	UNIV. OF ARKANSAS
Breck E. Barry	U.S.M.A.
Jim O'Brien	ASCE
Matthew Lovell	Rose-Hulman
KEVIN SUTTERER	ROSE-HULMAN
CAMILLA SANIZ	UNIV. OF THE PACIFIC
STEVE BURIAN	UNIVERSITY OF UTAH
Dave Saftner	U Minnesota Duluth
Mary Katherine Watson	The Citadel
Matthew Sleep	Oregon Tech
Sean St. Clair	Oregon Tech
CJ Riley	OREGON TECH
Tom Lenox	tlenox@asce.org
DECKER HAINS	Western Michigan University
Ron Welch	ronald.welch@citadel.edu