

American Society for Engineering Education Civil Engineering Division

Minutes – General Membership Business Meeting

Louisville, Kentucky

21 June 2010

Attendance Roster

The following individuals were in attendance at the Executive Board Meeting:

Norman Dennis	Dennis Fallon
Yusuf Mehta	Brock E. Barry
Jim O'Brien	Kevin Sutterer
Matthew Roberts	Kristen Sanford Bernhardt
Shashi Nambisan	Stephen J. Ressler
Asghar Bhatti	Andrea Welker
Norb Delatte	Brett Gunnink
Ron Welch	Ping Wei
William J. Willhelm	Kevin D. Hall
Steven Benzleg	Wilf Nixon
Marvin Criswell	Ed Jegner
Jim Bowen	Jim Hanson
Debra Larson	Jeff Russell
Steve Cramer	Joe Hanus
Steve Hart	Tom Lenox

1 Call to Order

Norm Dennis

The meeting was called to order at 1230 at the Kentucky International Convention Center.

2 Agenda & Minutes

2.1 Additions or Corrections to the Agenda

Norm Dennis

Minor edits to the years listed on the agenda were requested and made during the Executive Board Meeting.

2.2 Approval of Agenda

Norm Dennis

The agenda was approved.

2.3 Approval of 2009 Meeting Minutes

Norm Dennis

Hard copy of the minutes for the 2009 Meeting were provided to all in attendance at the general membership Business Meeting. The minutes were approved.

3 CE Division Leadership

3.1 Introduction of New Officers for 2010-2011

Norm Dennis

Chair:	Kevin Sutterer (also Rep to ASCE-CC&A)
Vice Chair/Program Chair:	Shashi Nambisan (also Rep to ASCE-EdAC)
Secretary-Treasurer:	Brock E. Barry (2010-2012)
New Director (2010-2013):	Yusuf Mehta
Newsletter Editor:	Michael Woo
Continuing Directors:	Asghar Bhatti (Senior Director) Matt Roberts (Midterm Director)

3.2 Review of Future Leadership Responsibilities

Norm Dennis

(See Attachment I – CE Division Leadership)

4 ASEE CE Division & Related ASCE Reports

4.1 Program Chair for 2010 Meeting

Kevin Sutterer

Paper and Reviewer statistics (See Attachment II)

Abstracts Submitted: 75
Rejected Abstracts: 2
Papers Submitted: 62
Final Papers on CD: 54
Technical Sessions: 11

Logistical details of the RAP session and the Division Banquet were provided.
(See Attachment III)

4.2 Secretary-Treasurer

Brock E. Barry

Meeting minutes and the Treasurer's report was distributed to all present. Details of the report were discussed.

Norm Dennis requested that Brock Barry contact the financial office of ASEE to inquire why the CE Division only receives \$2 of the \$5 Division fee that is collected when members renew (contributed to our BASS account).

4.3 PIC I Business Meeting

Norm Dennis

ASEE membership is down ~8%. This is predominately due to non-renewal of memberships and financial constraints.

PIC I Best Paper Award recipient is Stephen J. Ressler for his paper submitted this year titled "Assessing the Standards for Assessment: Is it Time to Update Criterion 3?"

A total of 1,421 papers were accepted to the ASEE conference this year. Overall acceptance rate was ~88%.

ASEE Executive Director will retire as of 01 November 2010. An interim-Director will be appointed. A national search will be conducted.

Smoothpaper will not be used again. It will be replaced with a system named Monolith. The new system will be fully integrated with other ASEE business information. The system allows for each Division to define their own abstract/paper submission deadlines.

A proposed change to the PIC bylaws to change the committee member term length from 2 years to 3 years will be voted on this week. The change will facilitate a greater level of continuity within the committee.

4.4 ASCE Education Activities Committee Report

Ping Wei

The Educational Activities report, dated June 2010, was distributed to those in attendance (See Attachment IV). Key items were briefed to the membership.

4.5 ASCE Committee on Curricular & Accreditation Report

Kevin Sutterer

All information addressed in the report provided during Item 4.4.

5 Supporting & Special Committee Reports

5.1 Awards Committee

Kristen Sanford Bernhardt (Chair), Dennis Fallon, Ron Welch

Recipients of this year's CE Division Awards are:

Gerald R. Seeley Fellowship – LTC Steve Hart

Glen L. Martin Award – COL Steve Ressler & Jeff Russell, Best Paper in CE
Division of 2009 conference

George K Wadlin Award – Jeff Russell

5.2 Nominating Committee

Dennis Fallon (Chair), Ron Welch, Norm Dennis

Nomination and election process went smoothly.

5.3 Membership Committee

Matt Roberts (Chair), Asghar Bhatti, Shahsi Nambisan

As reported previously, ASEE membership was down ~8%. The CE Division membership is down ~3%.

5.4 Newsletter

No report. At the Executive Committee Meeting it was decided that the newsletter would now be published during late August so that the call for papers can be included before abstract submission opens.

5.5 CE Division Web Site

No report.

5.6 Historian's Report

Tom Lenox

Historian's report distributed to all present at the meeting. CE Division trivia was discussed. (See Attachment V)

5.7 Bylaws

Shashi Nambisan

Recommended changes to bylaws related to awards. Provides better definition of the intent and eligibility for receiving the awards. (See Attachment VI) The proposed changes were moved and seconded during the Executive Committee Meeting. The changes were put up for discussion, voted on, and passed.

Recommended changes to bylaws related to THE Historian's duties (See Attachment V). After much discussion and consternation, the proposed bylaw changes related to THE Historian's duties were not adopted. (See Attachment VII)

6 Other Business/Discussions

None

7 Adjournment

Norm Dennis

The Executive Board Meeting was adjourned at 1332.

Minutes prepared by Brock E. Barry, Secretary-Treasurer

Attachments:

- I – CE Division Leadership
- II – CE Division Sessions
- III – CE Division RAP Session & Banquet Details
- IV – ASCE Educational Activities Report
- V – Historian's Report
- VI – Proposed Bylaw Changes (Awards)
- VII – Proposed Bylaw Changes (Historian)

Attachment I

ASEE CE Division Leadership (updated June 2010)

Position	2007-2008	2008-2009	2009-2010	2010-2011
Immediate Past Chair	Kristen Sanford Bernhardt	Ron Welch	Dennis Fallon	Norman Dennis
Chair & ASCE Comm. Liaison	Ron Welch (EdAC)	Dennis Fallon (CC&A)	Norm Dennis(EDAC)	Kevin Sutterer (CC&A)
Vice Chair & Program Chair	Dennis Fallon (CC&A)	Norm Dennis (EdAC)	Kevin Sutterer (CC&A)	Shashi Nambisan (EdAC)
Senior Director	Norm Dennis	Kevin Sutterer	Shashi Nambisan	Asghar Bhatti
Mid-Term Director	Kevin Sutterer	Shashi Nambisan	Asghar Bhatti	Matt Roberts
Freshman Director	Shashi Nambisan	Asghar Bhatti	Matt Roberts	Yusef Mehta
Sec/Treasurer	Yusuf Mehta	Yusef Mehta	Yusef Mehta	Brock Barry
Newsletter Editor	Matt Roberts	Matt Roberts	Michael Woo	Michael Woo
Historian	Tom Lenox	Tom Lenox	Tom Lenox	Tom Lenox
Webmaster	Michael Woo	Michael Woo	Michael Woo	Michael Woo
Educational Policy *	Shashi Nambisan Peter Hoadley	Norb Delatte/Fred Meyer Andrea Welker		
Effective Teaching	Steve Ressler Kevin Hall	Kevin Hall/Claude Villiers		
Instructional Technology	Kevin Sutterer Jim Nau	Michael Woo/William Barry		
Professional Practice	Brock Barry/Keith Plemmons	Brock Barry/Yusuf Mehta	Brock Barry	
ASCE Liaison Committee	Jim O'Brien	Jim O'Brien	Jim O'Brien	Jim O'Brien
Awards *	Wilf Nixon (Chair) Jim Hanson Kristen Sanford Bernhardt	Jim Hanson (Chair) Kristen Sanford Bernhardt Ron Welch	Kristen Sanford Bernhardt (Chair) Rod Welch Dennis Fallon	Ron Welch (Chair) Dennis Fallon Norm Dennis
Nominating *	Kristen Sanford Bernhardt (Chair) Ron Welch (J. Hanson)	Ron Welch (Chair) Dennis Fallon Kristen Sanford Bernhardt	Dennis Fallon (Chair) Rod Welch Norm Dennis	Norm Dennis (Chair) Dennis Fallon Kevin Sutterer

* Standing Committee on Educational Policy also includes the Curriculum Development topic.

Awards Committee: Three most recent living CE Division Past Chairs, most senior Past Chair is Awards Committee Chair.

Nominating Committee: Chair is immediate past CE Division Chair, others are current CE Division Chair and an active past chair appointed by Vice Chair (usually previous immediate past chair).

Other comments/information on Division Committees and positions:

The Newsletter Editor is appointed by the Executive Committee for a three-year term.

The Historian is appointed by the Executive Committee for a five-year term.

The Membership Committee includes the three directors with the mid-term director serving as Chair.

The By-laws also assign the Senior Director responsibility for conducting an annual review of the Bylaws (to keep them current) and to be Parliamentarian at Division meeting.

Attachment II - CE Division Sessions

CE Division Program - 2010 ASEE Annual Meeting, Louisville, Kentucky

This and other CE Division Information can be found at <http://www.rose-hulman.edu/~sutterer/kgsPE.html>

Note the order of presentations or the listed presenters may change from that shown.

Sun.	515 Failure Case Studies in the Civil Eng and Eng Mech Curriculum	2:00 p.m.-5:00 p.m.	KICC Rm 107
Monday, June 21	1115 CE Division Executive Board Meeting BYO breakfast	7:00 a.m.-8:15 a.m.	KICC Rm 108
	1415 CE Division Business Meeting Please join us! BYO lunch	12:30 p.m.-2:00 p.m.	KICC Rm 108
	1515 Learning by Doing DEVELOPMENT OF AN INTRODUCTION TO TRANSPORTATION E... AN INTEGRATED GRADUATE LEVEL COURSE SEQUENCE IN S... A REPEATED EXPOSURE EXPERIMENT TO IMPROVE KNOWLEDG... GEOLOGY BY TOUCH: THE FIRST ITERATION OF INTEGRATI... SERVICE LEARNING IN THE COLLEGE OF ENGINEERING AT ... STRUCTURAL EVALUATION OF A TRUSS PEDESTRIAN BRIDGE	2:15 p.m.-4:00 p.m.	KICC Rm 108
	1615 Accred. and Cont. Quality Improve. -- What the Experts Are Saying! CONTINUOUS QUALITY IMPROVEMENT IN ENGINEERING EDUC... ASSESSING THE STANDARDS FOR ASSESSMENT: IS IT TIME...	4:30 p.m.-6:00 p.m.	KICC Rm 110
	1815 CE Division RAP Session See separate information	7:00 p.m.-8:30 p.m.	Univ. Louisville
Tuesday, June 22	2115 Innovations in Civil Engineering Education I SPAIN'S MASTER OF LEADERSHIP IN CIVIL ENGINEERING... INTRODUCING FIRST-YEAR CIVIL ENGINEERING STUDENTS ... TEACHING SUSTAINABILITY AND SUSTAINABLE ENGINEERIN... DEVELOPMENT AND EVALUATION OF A DECISION MODEL FOR...	7:00 a.m.-8:15 a.m.	KICC Rm 108
	2215 Enhancing CE Learning Through Use of Technology STORY-CENTERED LEARNING IN A COMPUTER-BASED SIMULA... DEVELOPMENT OF A GEOTECHNICAL EARTHQUAKE ENGINEERI... STUDENT-CENTERED EVALUATION OF A GIS LABORATORY IN... USE OF CLICKERS FOR REAL-TIME ASSESSMENT IN AN INT... INTRODUCING DATAFLOW PROGRAMMING IN A FRESHMAN ENG... INCORPORATING VERY POWERFUL STRUCTURAL ANALYSIS AN...	8:30 a.m.-10:15 a.m.	KICC Rm 108
	2415 CE Division Planning Meeting Please join us! BYO lunch	12:30 p.m.-2:00 p.m.	KICC Rm 108
	2515 Fulfilling the CE BOK2 - Case Studies HOW THE CIVIL ENGINEERING BOK2 IS BEING IMPLEMENTE... THE CHALLENGE OF IMPLEMENTING THE CIVIL ENGINEERIN... HOW THE CIVIL ENGINEERING BOK2 CAN BE IMPLEMENTED ... HOW THE CIVIL ENGINEERING BOK2 CAN BE IMPLEMENTED ... A POSSIBLE CIVIL ENGINEERING BOK2 CURRICULUM HOW THE CIVIL ENGINEERING BOK2 COULD BE IMPLEMENTE... THE CIVIL ENGINEERING BOK2 AND CHALLENGES TO IMPLE...	2:15 p.m.-4:00 p.m.	KICC Rm 114
	2615 Civil Engineering Division Poster Session WERE THE INNOVATIVE TECHNIQUES EFFECTIVE? ASSESSME... INSPIRING INNOVATION HOMEBREWING 101: A VITAL PART OF A CIVIL ENGINEER... ENHANCING OUTREACH THROUGH A SUMMER HANDS-ON ENGIN... EFFORTS TO BETTER UNDERSTAND THE RELATIONSHIP BETW...	4:30 p.m.-6:00 p.m.	KICC, Ex. Hall 2C & 2D
	2715 CE Division Banquet NOTE CHANGE FROM OFFICIAL PROGRAM. See separate information.	6:30 p.m.-9:30	Frazier Intl Hist. Museum
	3115 Innovations in Civil Engineering Education II ENGINEERS OF THE ROUND TABLE: UTILIZING A DISCUSS... DEVELOPMENT OF CORE CONCEPTS AND LEARNING OUTCOMES... HYDROTOPIA: INTEGRATING CIVIL ENGINEERING AND HUMA... BUILDING ENGINEERS ONE POSTING AT A TIME: SOCIAL N...	7:00 a.m.-8:15 a.m.	KICC Rm 203
3215 The New ABET CE Criteria - Program Development EXCEED II: ADVANCED TRAINING FOR EVEN BETTER TEAC... STUDENTS ISSUE INFRASTRUCTURE REPORT CARD GRADES SINGLE SYNERGISTIC COURSE VS. MODULES IN MULTIPLE ... ADDRESSING AND ASSESSING PROGRAM OUTCOMES IN A CIV... ASSESSING PROGRAM EDUCATIONAL OBJECTIVES USING A W... A "GLOBAL" CURRICULUM TO SUPPORT CIVIL ENGINEERING...	8:30 a.m.-10:15 a.m.	KICC Rm 203	
3415 Implementing the CE BOK into Courses and Curricula ACHIEVING CIVIL ENGINEERING BOK2 OUTCOMES OF GLOBA... STUDENT PERCEPTIONS OF THE CIVIL ENGINEERING BODY ... STRENGTHENING THE BODY OF KNOWLEDGE - HOW INTEGRAT... ADOPTING THE BOK2: THE QUEST TO SLAY THE MULTI-HEA... USING HISTORY TO REINFORCE ETHICS AND EQUILIBRIUM	12:30 p.m.-2:00 p.m.	KICC Rm 202	
3515 CE Capstone: Innovations in Learning & Assessment AN INNOVATIVE SENIOR CAPSTONE DESIGN COURSE INTEGR... UNIVERSITY OF WISCONSIN-MADISON CIVIL & ENVIRONMEN... COLLABORATING WITH LOCAL PRACTITIONERS TO LEAD A C... ASSESSMENT OF ABET 3 A-K IN AN OPEN-ENDED CAPSTONE... CAPSTONES WITH AN INDUSTRY MODEL	2:15 p.m.-4:00 p.m.	KICC Rm 203	
3615 Innovations in Civil Engineering Education III PROBLEM SET ZERO WORK IN PROGRESS: DEVELOPMENT, IMPLEMENTATION, AN... WANTED! MORE DAM ENGINEERS HOW JUST IN TIME LEARNING SHOULD BECOME THE NORM!	4:30 p.m.-6:00 p.m.	KICC Rm 203	

CE Division Rap Session
Monday, June 21, 2010
University of Louisville University Club

sponsored and hosted by
University of Louisville Dept of Civil and Environ Engrg and ASCE

Schedule

6:00-6:15 pm – Board Ventourus “Purple Bus” on 3rd Street
immediately south of Market street “under/in” convention
center

6:30 – 30 minute visit to Civil/Env Engineering Dept, beginning at W.S.
Speed Bldg, Rm 101

6:45-6:50 – Bus will have returned to 3rd street to pick up late arrivals

7:00 – Civil/Env tourers depart walk to University Club (~1/2 mile)

*Those who wish to tour CEE but are uncertain about the walk should
come anyway, as transport across campus will be arranged, as needed*

*If the weather prevents walking across campus, private vehicles and
the group bus will be used and the schedule will be adjusted to
accommodate delays*

7:05 – Second bus group arrives at University Club

7:30 – Meal and program

~8:45 – First bus group departs for convention center

~9:15 – Second bus group, if necessary, departs for convention
center

Maps and directions can be obtained from Kevin Sutterer for those
who wish to drive on their own. Parking is available at both buildings.

CE Division Banquet
Tuesday, June 22, 2010
Frazier International History Museum

(not the Muhammad Ali Center)
sponsored in part by ASCE

Event Ticket Required or See Kevin Sutterer

*We have access to the facility from 6 pm to 10 pm. Arrive any time after 6
pm if traveling separately. Those who wish are welcome to tour the
exhibits. The CE Division Banquet will be held on the fourth floor in the
Cultural Arts Center.*

Detailed Schedule/Program provided separately

6:00-6:20 pm – Board Ventourus “Purple Bus” on 3rd Street immediately
south of Market street “under/in” convention center.

*A second bus trip is not planned from the convention center is not
planned.*

6:30 – Arrive at Frazier International History Museum for cocktails and
touring exhibits

7:15 – Dinner and program

~8:45 – Program adjourns

~9:00 – Bus departs for convention center

*If you wish to walk, the Frazier museum is 0.6 miles west and slightly
north of the convention center, between 8th and 9th streets on Main
Street and just north of the Louisville Slugger museum. Main Street is one
block north of the convention center.*

*A public pay parking lot is available for those who wish to drive. Street
parking is free. The lot is on the 9th street (west) side of the museum.*

ASCE Educational Activities
CE Division of ASEE
June 2010

Activities over past year

- ASCE Student Chapters and International Student Groups

As we look to the future of our civil engineering profession, ASCE continues to play a key role in student development and education.

- Nearly 27,000 undergraduate students are currently student members of ASCE.
- To prepare these rising leaders for our profession, the Committee on Student Activities (CSA) of EdAC hosted three Workshops for Student Chapter Leaders (WSCL) in conjunction with the 2010 Leadership Conferences. Overall attendance at the WSCL totaled 455 students representing 109 ASCE Student Organizations, including three AEI Student Chapters. 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 2010. These Student Conferences typically host over 5,000 ASCE student members per year.
- 2010 Robert Ridgway Award for most outstanding ASCE Student Chapter was presented to the California Polytechnic State University, San Luis Obispo ASCE Student Chapter in May 2010.
- 2010 Richard J. Scranton Outstanding Community Service Award was presented to The Citadel in May 2010.

- ASCE's ExCEED Teaching Workshops 2009 & 2010:

- **ExCEED Teaching Workshops (6 day) 2009** - Open to all civil engineering faculty; 24 participants graduated from the Northern Arizona University site with another 24 participants graduating from the US Military Academy site. This brings us to an eleven year total of 23 workshops; 527 CE graduates; 206 different colleges & universities.

- **ExCEED II** - New 1.5 day advanced-level workshop for graduates of the ExCEED Teaching Workshop held July 17-18, 2009 at Northern Arizona University with 16 participants.
- Continue to grow a sizeable body of seasoned presenters, mentors, and assistant mentors.
- **ExCEED Teaching Workshops 2010** - Two sites for a total of 48 possible seats. July 18-23 at University of Colorado at Boulder in Boulder, CO and July 28-August 2 at United States Military Academy in West Point, NY. All seats are currently filled.

- **National Civil Engineering Department Heads Conference**
 - 6th Annual National CEE Department Heads Conference
 - Pittsburgh, PA, May 26-7, 2010
 - 98 participants in attendance
 - Theme: Sustainability

- **Accreditation**
 - 50 EAC programs and 23 TAC programs evaluated in fall 2009.
 - New program evaluators are always needed. Please consider volunteering your service. For more information, go to <http://www.asce.org/community/educational/eng.cfm>.

- **The 2010 ExCEED Leadership Award:**
 - To be presented at the CE Division Banquet on Tuesday, June 22, 2010

- **The 2010 ExCEED New Faculty Excellence in Teaching Awards to be presented to:**
 - Eric D. Crispino, A.M.ASCE, United States Military Academy
 - Tanya M. Kunberger, Ph.D., A.M.ASCE Florida Gulf Coast University

- **2010 ASCE/AISC National Student Steel Bridge Competition**
 - Held May 28-29, 2010 at Purdue University in West Lafayette, IN
 - 46 teams competed

- **Winners:**
 - 1st Place: North Dakota State University
 - 2nd Place: University of California, Berkeley
 - 3rd Place: Lakehead University

- **2010 ASCE National Concrete Canoe Competition**
 - 23rd Annual NCCC held at California Polytechnic State University in San Luis Obispo, CA on June 17-19, 2010
 - 22 teams competing
 - Winners: ???

Upcoming Activities

- **ExCEED Teaching Workshops (6 day) 2011**
 - 13th year for ExCEED Teaching Workshops
 - Planning to hold 2 workshops for ASCE members only. 48 seats available. Applications due by February 2011. See website at www.asce.org/exceed.

American Society for Engineering Education



Civil Engineering Division

THE Historian's Report

Civil Engineering Division ♦ Louisville, KY ♦ June 15, 2010

CE Division's Historical Files

The files in my possession include many administrative documents (agendas, minutes, and treasurer reports), past newsletters, and approximately 120 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.

Database of Officers Since Academic Year 1975

I maintain a database of Division Officers between 1975 and the present – available upon request.

Inventory of Division Newsletters

Our semiannual newsletters are a valuable source of historical information for the Division. In 2006, we scanned our entire inventory of newsletters into PDF files. This inventory is posted at http://engineering.citadel.edu/ASEE_CE_Division.htm -- and maintained by Michael Woo.

Distribution of *ASEE Civil Engineering Division – Divisions Chairs 1935-1993*

Single copies of *ASEE Civil Engineering Division, Division Chairs, 1935-1993* will be distributed free of charge to any Division member upon request. I will insure that at least ten copies of this booklet are retained as part of the Division's historical files.

Supplement to *ASEE Civil Engineering Division – Divisions Chairs 1935-1993*

To supplement *ASEE Civil Engineering Division, Division Chairs, 1935-1993* (see previous item in this report); I have been collecting the pictures and biographies of all Division Chairs for the years since 1993. I have followed the format used in the original booklet. I have obtained a short biographical sketch and an acceptable head-and-shoulders color picture from MOST (but not all!) of our Past Chairs between 1993 and 2009. The Division is positioned to have a more "dynamic" Division Chairs document – posted to a Division web site and updated annually.

Respectfully submitted,

Thomas A. Lenox

THE Historian

Executive Vice President

Professional & Educational Strategic Issues

American Society of Civil Engineers (ASCE)

Phone: (703) 295-6191

Email: tlenox@asce.org

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 Glen L. Martin Best Paper Award, the George K. Wadlin Distinguished Service Award, and the Gerald R. Seeley Award. Recipients are selected by a vote of the Awards Committee.

8.1.3.1 The Glen L. Martin Best Paper Award is given for the best paper on a topic in civil engineering education. Eligible papers include those presented at the ASEE Annual Conference and published in the ASEE Annual Conference Proceedings of the previous year's Conference. Recipients are awarded engraved plaques.

8.1.3.2 The George K. Wadlin Distinguished Service Award is given for outstanding service in support of civil engineering education. This award is the most prestigious award presented by the Civil Engineering Division. The winner shall be announced to the general membership of the Civil Engineering Division no later than one month prior to the ASEE Annual Conference. The recipient is awarded an engraved plaque.

8.1.3.3. The Gerald R. Seeley Award is awarded to a civil engineering faculty member with five or fewer years of experience as a full-time faculty member at any rank. The basis for selection is the quality of a paper submitted for presentation 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, related travel, and attendance at CE Division social events and business meetings, as well as an engraved plaque. Applications for the Gerald R. Seeley Award must be submitted within one week of submission of final paper for the upcoming Annual Conference. The applications must include a statement of intent to apply for the award, a current CV or biographical sketch (2-page maximum), a statement of eligibility (related to teaching experience), and a statement describing the relative contributions of co-author(s) on the paper. Applications should be submitted to the Program Chair of the Division.

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

- 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 In the event that a vacancy should occur in the office of the Division Chair, fill the position with a Past Chair of the Division. The Past Chair shall have had working experience and have served as a liaison member on the ASCE EdAC or the ASCE CC&A.

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 (<http://www.asee.org/members/organizations/divisions/civil.cfm>) 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~~ THE Historian

~~The~~ 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.
- 4.10.8 Be responsible for collecting the "drink tickets" of all members and guests who do not wish to consume alcoholic beverages at the "Rap" session and/or the Annual Division Banquet.
- 4.10.9 Be responsible for using his/her discretion and good judgment in deciding how (and if) to redistribute the "drink tickets" collected in accordance with Section 4.10.8.

Section 5. Election of Officers

5.1 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.