

# Minutes: Civil Engineering Division, ASEE Executive Board Meeting

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Georgia World Congress Center, Atlanta - 24 June 2013 - 7:00 am

*Attendees:* Asghar Bhatti, Matt Roberts, Yusuf Mehta, Tom Lenox, Ron Welch, Michael Woo, C.J. Riley, Sean St. Clair, Ping Wei, Norb Delatte, Kevin Hall, Norm Dennis, Jim O'Brien, Kevin Sutterer

1. Call to order, approval of agenda, record attendance Asghar Bhatti
  
2. 2012 Executive Board meeting minutes Asghar Bhatti for Andrea Welker
  
3. CE Division leadership Asghar Bhatti
  - 3.1. Introduction of new officers for 2013-2014  
Chair: Matt Roberts  
Vice Chair/Program Chair: Yusuf Mehta  
Secretary-Treasurer: Andrea Welker  
New Director (2013-2016): Sean St. Clair  
Newsletter Editor: C.J. Riley  
Continuing Directors: Kevin Hall (Senior Director)  
Brock Barry (Midterm Director)  
ASCE Committee on Education representative: Norb Delatte
  - 3.2. Review of future leadership responsibilities
  
4. ASEE CE Division and related ASCE reports Asghar Bhatti
  - 4.1. Program Chair for 2013 meeting overview Matt Roberts
    - 4.1.1. Paper review rubrics were a success – many authors commented that the rubrics helped clarify the review process. The results led to a more consistent evaluation process.
    - 4.1.2. Eighty abstracts were received. Thirteen were withdrawn, twelve did not meet the paper deadline, and 6 were rejected, resulting in 49 papers accepted by the division for technical and poster sessions.
    - 4.1.3. Deadlines for next year's paper evaluation process were discussed.
  - 4.2. Secretary-Treasurer report Asghar Bhatti for Andrea Welker
  - 4.3. PIC I business meeting report Matt Roberts/Asghar Bhatti  
(See the minutes from the business meeting for details on the PIC I report.)
  - 4.4. ASCE Committee on Education report Norb Delatte/Ping Wei  
It was moved by Ron Welch and Seconded by Kevin Hall that the following be

proposed at the business meeting: “The division chair will serve a one-year term as the Civil Engineering Division representative to the ASCE Committee on Education.” The motion was passed unanimously.

- 4.5. ASCE Committee on Curriculum and Accreditation report Asghar Bhatti
  
5. Supporting and special committee reports
  - 5.1. Awards Committee report Norm Dennis
    - 5.1.1. 2013 Gerald R. Seeley Fellowship
    - 5.1.2. Glen L. Martin Award
    - 5.1.3. George K. Wadlin Award
  - 5.2. Nominating Committee report Kevin Sutterer
  - 5.3. Membership Committee report Kevin Hall
  - 5.4. Bylaws report Yusuf Mehta
  - 5.5. Newsletter report C.J. Riley
  
6. Membership of supporting and special committees for 2013-2014 Norm Dennis
  - 6.1. Awards: Kevin Sutterer (Chair), Sashi Namibisan, Asghar Bhatti
  - 6.2. Nominations: Asghar Bhatti (Chair), Shashi Nambisan, Matt Roberts
  - 6.3. Membership: All Directors – Kevin Hall, Brock Barry, and Sean St. Clair
  - 6.4. Bylaws: Senior Director – Kevin Hall
  
7. Possible changes to bylaws related to division awards - Tom Lenox  
Ron Welch moved and Norm Dennis seconded that the proposed changes by Tom Lenox be presented at the business meeting. The motion passed unanimously.
  
8. Division representative to the ASCE Committee on Education  
Matt Roberts/Norb Delatte
  
9. Other business/discussion
  
10. Adjourn