Meeting Minutes 2014
Tuesday, June 17, 2014  10:59 AM

Business Meeting of the Construction Engineering Division
Monday, June 16, 2014. 6:15pm

Present:
John Tingerthal, Northern Arizona University
Philip Dunn, University of Maine
Jon Elliot, Colorado State University
Rodolfo Valdes, CSU Fort Collins
Norman Phillip, Pitt State
Gouranga Banik, Tennessee State University
John Hildreth, UNC Charlotte
Bruce Gerhig, UNC Charlotte

Draft Minutes

2014 Conference statistics
   65 Abstracts submitted, 31 papers, 3 posters
   7 technical sessions
   Business meeting, Chair/Program Director Meeting, Social Event
   50 Attendees

Membership: 153 members

Treasurer’s Report: (6/10/2014)
   BASS Account: $7820.53
   Operating Account: $173.00
   Total: $7993.53
   Estimated Annual Income 153 members x $6 = $918

Old Business:

Awards.
   John H. Sent proposal to ASEE for Best Paper award in Feb, 2013. Have not heard back on approval, but learned that we need to incorporate awards and process into bylaws
   Discussion:
      Division should give best paper and best poster. Possibly best presentation, but if we revise tech session format, might be
problematic. Potential of awarding outstanding educator.

Action:
committee to discuss and propose (see below)

New Business:

Use of Funds in account:
Indications from PIC that ASEE is eyeing division balances, so it might be in our best interest to spend funds. As a minimum, we should be spending the $913 income.

Possible uses of funds:
Awards: 2@$100 + expense of plaques (~$300 total)
Executive meeting at annual conference (~$200)
Host workshop and use to offset costs

Outreach:
Sponsor table at ASC to promote ASEE and increase membership
Purchase tablecloth, pins, knick-knacks for Mixer & Outreach
Produce tri-fold brochure for Division
Sponsor jr faculty/grad student to attend ASEE conference
Honorarium for guest speaker at 2015 conference
Food for social/business events at conference

Action:
Philip Dunn to inquire with ASC regarding cost of table at ASC conference in College Station 2015
Agreed to spend $500 on outreach purchases. John Tingerthal to follow up
Agreed to fund $500 on sponsorship of jr faculty/grad student attendance. John Hildreth to follow up
Agreed to fund $100/award + plaques. Committee to follow up

Technical Session / 2015 conference Discussion
7 technical sessions may be too many for our division. Discussion regarding whether we should reduce the number of accepted papers.

Potential Problems:
Venue for publishing papers and presenting is important to tenure-track members
Quality of reviews is inconsistent and sometimes inadequate for rejection/acceptance

Proposals:
Reduce number of sessions to 4 or 5 and shift lower-quality papers to poster session.
Change format of some (all?) of sessions to be short (5minute)
presentation followed by panel discussion.
Admin/Chair/Program Director meeting: consider joining with CET next year
Social / Guest speaker for 2015 conference ideas
   NAWIC representative
   Net-Zero facility
Panel Session ideas for 2016
   Accreditation (CMAA, ACCE, ABET)
   Industry
Target call for papers to specific topics for 2015:
   BIM Pedagogy
   Diversity Recruitment
   Application of Technology
   Assessment/ Student Learning Outcomes
   Solicit topics from membership

Action:
   Bruce Gerhig to solicit topics from membership and propose modifications to exec board prior to call for papers (August)
   John Hildreth to pursue contacts in Seattle regarding Social/Guest speaker
   Bruce Gehrig to look at panel sessions and solicit panelists
   John Hildreth to consult with CET regarding joint
   Admin/Chair/Program Director meeting

Outreach
   Propose hosting table at 2015 ASC in College station.
Tasks to complete
   Secure position (Dunn)
   Develop Elevator Speech - what are benefits of ASEE to ASC members (Exec Committee, based on revised bylaws)
   Video
   Trifold

Bylaws
   Proposal to modify bylaws to do the following
      Include process for awards
      Review exec board positions to provide for a program-chair elect to assist program chair with duties and to aid in transition. Perhaps secretary?
      Revisit Goals of Division to differentiate this group from other groups (such as AGC, ASC)

Action:
   Ad-hoc committee formed consisting of Exec Committee (Hildreth,
Tingerthal, Gerhig, Kormann) and Norman Phillipp to draft revisions by mid August. Need to send to members for 30 day review and vote.

Website:

We do want to have a division Website. Will be responsibility of Secretary. It will serve to archive:

Awards  
Announcements  
Officers  
Minutes

Action:

John Hildreth to determine what support ASEE will provide.