Construction Engineering Division
Business Meeting Agenda
June 28, 2016

Call to Order: Bruce @ 4:48 PM 6-28-16

Attendees: (11 total) (See end for list of meeting attendees)

Updates
○ Membership (Bruce):
  ▪ Current: 145 (down 31 or 18% since 2012) – ASEE down 7%
  ▪ Diversity: 18% women, 22% minority
  ▪ Attending: 37 – last year was 40
○ Treasurer’s Report (Nick):
  ▪ BASS Account: $5285.23 - $5348.69 (dues)
  ▪ Changed accountants 3 times in last months
  ▪ ASEE moving to a monthly statement
  ▪ $544 in op account
  ▪ $154 in 310 account (from membership numbers – must spend each year)
  ▪ Possibility that ASEE will recall funds if account values get too high for an extended period
  ▪ Brought in 17 tickets for social ~ use up a couple hundred to break even
  ▪ TBD Awards ?$115? + $50 for presenter gifts
  ▪ $225 for the luggage tags
○ PIC Chair update (Adrienne):
  ▪ See PIC Chair slides
○ Conference Stats (John):
  ▪ Abstracts: 59 – 5 rejected
  ▪ Papers: 22 (37 last year) 11 diversity related
  ▪ Sessions: 4 + Poster session (8 + poster session last year)
○ Updated graphic on paper review process – to be sent out to division
○ Best Paper Award (John):
  ▪ Paper: A Comparison of Construction Management and Engineering Student Learning Styles
  ▪ Authors: Christine L Chasek, Eric A Holt, and Mark Shaurett
  ▪ Session: In case it hasn’t already been presented (Session 2: PM, BIM and Collaboration – Mon 1:15 pm)
  ▪ Award: To be presented at the social event
○ Bylaws – update to incorporate diversity? (Bruce):
  ▪ “What are our Goals and Objectives?” ~ To be covered in New Business
  ▪ Add a diversity clause to the bylaws (from ASEE template for insertion into bylaws)
  ▪ MOTION – made by John Tingerthal, second Jim Otter, approved as presented and will be included with other bylaw changes

Old Business:
• Website Status (Norman): links to announcements, meeting minutes, schedules, acknowledging the awards, bylaws, tagline
• S award for best paper status (Bruce): plaque and $100 award
• Outreach (swag) (John): publicity/exposure – luggage tags, each member take additional back to share in departments.
• Ideas for next year – post-it notes, continue luggage tags
• Attendance Scholarship (Bruce):
  o ASEE Special Projects Award application due by October up to $500
  o Attendance scholarship? Guest speakers (industry panel), Industry Tour
• Community Engagement partnership (John):
  o Feedback for this year’s project – well received, John Tingerthal attended
  o Do we want to continue next year?
  o How do we organize and plan (committee?)

**New Business:**
• Report out from Round-table discussion earlier in the day (John):
  • What distinguishes us from ASC?
  • Marketing a revised identity (video or brochure)
  • BYLAWS
    ▪ Revision to by-laws (rewording + add diversity clause)
    ▪ MOTION to form ad-hoc committee for by-law revision 1st Bruce, 2nd John
      • Jim Otter, Carla Lopez, Norm Philipp, + Exec board
      • Comm to gen draft and send out for approval by division
      • Language should include wording regarding interdisciplinary and collaborative
  • Possibly limit the topics to a couple specific + one general
    ▪ Targeted round tables or best practices workshop regarding specific topics and interact with other divisions to show crossovers between divisions
  • Adding PechaKucha style sessions
    ▪ Jim Otter to champion one on apps for construction
  • Division Activities and Goals 2016-17 and Beyond? (Bruce)
    ▪ How do maximize value to division members? By Laws
  • Planning for 2017 conference (John):
    ▪ Social event Rachael Mosier
    ▪ Sessions
      • PechaKucha – on Construction Apps (Otter)
      • Project Management (???)
      • Special sessions need confirmation by January
    ▪ Construction site visits? Interest expressed, possibly between multiple divisions; maybe a self-guided walking tour (Championed by Rachel Mosier) John allowed to threaten with 2x4 to remember commitments
  • Other (Bruce):
    • Incoming PIC Chair: Agnestia ???
    • Finances are improving
    • Awards that are/are-not endowed
    • PIC Townhall Meeting 8-9:30 on Wednesday ~ Conference In A Box
• Commit to P-12
• Diversity T-shirts
• Mentoring and encouraging minorities to take leadership roles in divisions
• ABET – many changes trying to implement, look for surveys on their webpage (June 30th)
• Expand the review software to allow for a second program chair (program chair elect)
  ~include change in bylaws for a second pic/program chair
• No new officers form, no change in officers

MOTION to adjourn - 1st Bruce, 2nd Phil
Meeting Attendees:
Nicholas Tymvios
Gouranga Bank
Kleio Avrithi
James Otter
Phil Dunn
Saeed Rokooei
Rachel Mosier
John Tingerthal
Norman Philipp
Young Bai
(Gary Bruce Gehrig)