

CSCE Board Meeting Agenda – December 8, 2011 – The Tuscanv Grill, Middletown, CT

1. President - Jason Waterbury

- 1.1 Achievement in Civil Engineering (ACE) Awards – contract/dinner preferences
- 1.2 Goals for upcoming year
 - 1.2.1 Services for members
 - 1.2.2 Media/Public Outreach (public relations)
 - 1.2.3 Increase meeting attendance
 - 1.2.3.1 Member Poll Discussion
 - 1.2.4 Town Hall-style meeting – during Engineers Week in February 2012
- 1.3 Programs Committee (Jeff Benoit) - Dinner Meetings

Structures Technical Group	Place = CCSU	Date = March 14, 2012
Water Resources Committee	Place = USCGA	Date = April 10, 2012 (possibly joint meeting with RI Section)
ACE Awards	Place = The Aqua Turf Club	Date = May 8, 2012

- 1.4 History & Heritage Committee (Randy)
 - 1.5 Fairfield Branch (Ron Hill) – Plans, Budget, Disbursement of funds
 - 1.6 Public Outreach Efforts – Habitat for Humanity, Rebuilding Together, Adopt-a-Highway Maintenance Corporation
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2. President-Elect – Robert Gomez

- 2.1 SPAG Grant - Decide on upcoming applications
- 2.2 Structures Technical Group (Ben Souza)
- 2.3 Geotechnical Technical Group (Gary Fuerstenberg)
- 2.4 Legislative Affairs Committee (Roy Merritt)
 - 2.4.1 Stormwater Professional Certification
- 2.5 Construction Technical Group (Billy Cunningham)
- 2.6 Water Resources Committee (Tom Loto)

3. Vice-President – Sara Ramsbottom

- 3.1 Public Relations Committee - Develop initiatives now for Engineers Week in February 2012, Protocol for press releases
- 3.2 Student Chapters – Presentations at high schools, practitioner advisors, guest speakers at ASCE student chapters
 - 3.2.1 Concrete Structures Class Request
 - 3.2.2 Student Chapter Status – UNH & CCSU
- 3.3 Continuing Education Committee
 - 3.3.1 Construction Law Seminar Update
 - 3.3.2 Post-Disaster Safety Assessment Workshop
- 3.4 Government Engineers Committee (Rabih Barakat)
- 3.5 Career Guidance Committee

4. Secretary/Administrative Assistant – Greg Holness/Amy Petrone

- 4.1 Administrative - Review/Discuss/Accept Meeting Minutes from previous meetings (see attachment)
- 4.2 Membership Committee – Brainstorm on how to increase membership, and how to increase current members' participation in dinner meetings, committee, technical groups, etc.

5. Treasurer – Tom Loto

- 5.1 Draft Budget & Monthly Report
- 5.2 Younger Members Committee (Sara Ramsbottom)
 - 5.2.1 Golf Tournament (set date)
- 5.3 Scholarship Committee (Jim Sime) – Update and Place the new Treasurer on the mailing list for the quarterly reports

6. Newsletter Editor – Jen Buchanon

- 6.1 Advertising rates – Develop ad request form – Different rates for web only advertising, ads for courses
- 6.2 Member Achievements

7. Director-II – Ron Nault

- 7.1 Audit Committee (set firm date to audit Books)
- 7.2 Nominating committee – solicit for Ben Wright award all year
- 7.3 Aligning local technical groups with ASCE Institutes
- 7.4 Updating CSCE's governing documents (Billy Cunningham has worked with Tara Hoke of ASCE National to revise the CSCE constitution and bylaws to reflect the national model. CSCE will need to review this document sometime so that it can be forwarded to ASCE National for approval)
- 7.5 Updating Operations Manual
- 7.5.1 Add one sentence regarding number of Executive Board members needed to constitute a quorum
- 7.5.2 Include ACE information and Legislator of the Year Award)

8. Director-1 – Rabih Barakat

- 8.1 Status of Past President Council
- 8.2 Awards
- 8.3 Website Committee – Develop advertising cost sheet

9. Open Discussion

- 9.1 ASCE Conference Attendance
 - 9.1.1 January 20-21, 2012 – Eastern Regional Younger Member Council & Region 1, 2, 4 & 5 Multi-Regional Leadership Conference (MRLC) - Nashville
 - 9.1.2 October 18-20, 2012 - ASCE's 142nd Annual Civil Engineering Conference – Montreal, Quebec
- 9.2 Local/Section/Branch Report Card

10. Adjournment

4.1 Administrative - Review/Discuss/Accept Meeting Minutes from previous meetings

DRAFT Minutes for the CSCE Board Meeting – 4:55 p.m. October 11, 2011 – The Graduate Club, New Haven, CT

CSCE Members in Attendance:

Rob Barakat*	Tom Loto*	Jim Sime
Billy Cunningham	Ron Nault*	Randy States
	Sara Ramsbottom*	Jason Waterbury*

Administrative Staff:

Amy Petrone

*Note: CSCE Board Members

1. President - Jason Waterbury

1.1 Goals for upcoming year

1.1.1 Media/Public Outreach (public relations) – Billboards – Rob Barakat will update the artwork for the billboards to include positive and negative images of civil engineering projects. Sara Ramsbottom offered to help determine the template for the billboards.

1.1.2 Town Hall-style meeting – Jason Waterbury will speak with Paul Brady of the Connecticut Society of Professional Engineers (CSPE) to determine if this meeting could be scheduled during Engineers Week in February 2012.

1.2 History & Heritage Committee (Randy) – Billy Cunningham and Randy States are going to meet soon to review the status of this Committee’s nomination of the New Haven Northampton Alignment for ASCE’s Historic Civil Engineering Landmark Status. George Costa from the Western Massachusetts Section of ASCE is also interested in helping out with the nomination.

2. Vice-President –Sara Ramsbottom

2.1 Student Chapters/Students

2.1.1 Presentations at high schools, practitioner advisors, guest speakers at ASCE student chapters – Jason Waterbury and Bob Gomez will work with Sara Ramsbottom to speak at local schools about careers in civil engineering.

2.1.2 Concrete Structures Class Request – This request will be added to CSCE’s next newsletter.

2.2 Continuing Education Committee – Disaster Response Training – Billy Cunningham and Sara Ramsbottom will coordinate the broadcast of this training possibly during Engineers Week 2012.

3. Secretary/Administrative Assistant – Greg Holness/Amy Petrone

3.1 Administrative - Meeting Minutes from Previous Meeting – Sara Ramsbottom made a motion to accept the meeting minutes from the September 14, 2011 CSCE Board meeting. Rob Barakat seconded the motion and it passed unanimously.

4. Treasurer – Tom Loto

4.1 Younger Members Committee (Sara Ramsbottom) – Nine people attended the recent Younger Members Committee meeting. The Committee is considering hosting a tour of a local lab for high school students and/or a presentation of an overview of the history of civil engineering.

4.2 Scholarship Committee (Jim Sime) – Jim Sime provided the Board with an update on the CSCE Scholarship Fund.

5. Newsletter Editor – Jen Buchanon

5.1 ASCE Committee on Critical Infrastructure – Sara Ramsbottom will forward information about an upcoming disaster response training to Jen Buchanon for inclusion in the next CSCE newsletter.

6. Director-II – Ron Nault

6.1 Nominating committee – Solicit for Ben Wright award all year – Rob Barakat will coordinate this effort through his work on the Past President Council.

6.2 Aligning local technical groups with ASCE Institutes – Ron Nault will work with Billy Cunningham on this topic.

7. Director-1 – Rabih Barakat

7.1 Website Committee – Rob Barakat will look into ways to update the website.

8. Open Discussion

8.1 October 20-22, 2011 - ASCE’s 141st Annual Civil Engineering Conference – Memphis, TN – Rob Barakat and/or Bob Gomez may be able to attend this conference on behalf of CSCE.

9. Adjournment - The meeting adjourned at 5:30 p.m. The next Board meeting is scheduled for 4:30 p.m. in the vicinity of the University of Hartford on November 15, 2011.