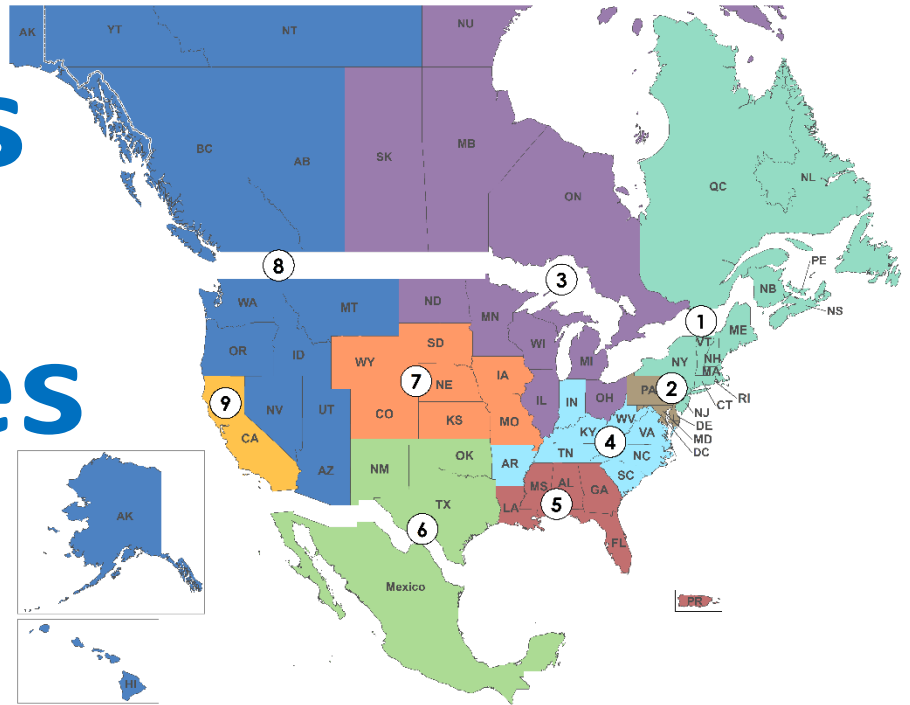


Sections and Branches



BEST PRACTICES GUIDE

*Prepared by
Leader Training Committee*

Revised December 2020



EXECUTIVE SUMMARY

The ASCE Leader Training Committee (LTC) has collected successful activities of Sections and Branches and compiled them into this Best Practices Guide. The purpose is to provide new ideas and activities that your Section or Branch can use to expand your program initiatives and support the mission, vision, and values of the Society. This summary provides information on how to effectively use the Best Practices Guide, and contact information for comments or suggestions for future releases.

HOW TO USE THIS GUIDE

The guide currently includes **102 Best Practices** organized into the following nine categories:

1. **Communications**
2. **Continuing Education**
3. **Government Relations**
4. **Membership Development**
5. **Section Operations**
6. **K-12 Student Outreach**
7. **College Student Outreach**
8. **Public Outreach**
9. **Engineer's Week**

Sections and Branches provided general information and instructions for their activities and have shared the outcomes. They also included changes they would make the next time they organize the same activity. Section and Branch contact information is listed for each activity if you should have any questions about a specific activity. Each Best Practice summary also indicates the general size of the Section or Branch that performed the activity.

ACKNOWLEDGEMENTS

The Leader Training Committee acknowledges all the Sections and Branches that submitted Best Practice summaries and the volunteers that assisted with the development of this document.

CONTACT INFORMATION

The Leader Training Committee is always looking for new Best Practices to include in its guide. The Committee plans to publish an updated version at least annually. If you have a Best Practice and would like to contribute to this guide or have any feedback or comments, please contact **Nancy Berson** at nberson@asce.org or at 703-295-6010. A Contact Summary of individual Best Practices follows the Table of Contents.

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No.	Best Practice	Section, Branch	Contact Name	Email	Phone	Year of BP
1 - COMMUNICATION						
1.1	E-News	Alabama Section	Robert Thompson	rthompson@dba.world.com	(334) 239-3135	2008/09
1.2	Newsletter	Alabama Section, Birmingham Branch	Bobby Nolen	reepicheep@charter.net	(205) 529-3390	2010
1.3	Website	Kansas Section, Wichita Branch	Lynn Packer	lpacker@sedgwick.gov	(316) 660-1766	2010
1.4	Newsletter	Los Angeles Section, Metropolitan Los Angeles Branch	Karen Sepulveda	kar@sepulvedas.net	(818) 309-9649	2008
1.5	Newsletter	Louisiana Section	Patrick Landry	Patrick.Landry@la.gov	(337) 482-0680	N/A
1.6	Website	Louisiana Section, Baton Rouge Branch	Joey Coco	jcoco@forteandtablada.com	(225) 246-8206	N/A
1.7	Website	Metropolitan Section	Erik Metzger	emetzger@vhb.com	(212) 857-7351	2008
1.8	Website	National Capital Section	Ranjit S. Sahai	rsahai@ram-corp.com	(703) 401-2715	2010
1.9	Newsletter	Los Angeles Section, Orange County Branch	Ziad Y. Mazboudi	zmazboudi@sanjuancapistrano.org	(949) 234-4413	2010
1.10	Newsletter	Tacoma-Olympia Section	Bernie Sison	bernieasce@gmail.com	(306) 870-4051	2020
1.11	Student Chapter Awards	Pennyroyal Section, Kentucky Branch	Jason Wilson	Jason.wilson@wku.edu	(270) 791-8175	2020
2 - CONTINUING EDUCATION						
2.1	Geotechnical Seminar	New Jersey Section, South Jersey Branch	Brian Mausert	bmausert@gpinet.com	(908) 236-9001	2009
2.2	Annual Seminar	Tennessee Section, Knoxville Branch	Michael Hogan	michaelhogan1021@comcast.net	(865) 637-2810	N/A
2.3	ASCE Workshops	Hawaii Section	Ian Arakaki	ian@tlcghawaii.com	(808) 596-7790 x22	2010
2.4	Career Building Block Workshop	Akron-Canton Section	Kenneth F. Kostura	kkostura@outlook.com	(330) 701-8412	2017
3 - GOVERNMENT RELATIONS						

3.1	Legislative Drive-In Day	Illinois Section	Lou Arrigoni	louisarrigoni@gmail.com	(312) 467-0123	2009
3.2	Legislative Affairs Committee	Los Angeles Section	Jay Higgins	jay.higgins@aecom.com	(818) 406-4896	2010
3.3	Meetings with Legislators	Tennessee Section	Monica Sartain	monica.sartain@pca-llc.biz	(615) 528-4441	N/A
3.4	State Report Cards	National	Anna Denecke	adenecke@asce.org	(202) 789-7854	2019
3.5	Infrastructure Report Card	Illinois Section	Darren Olsen	dolson@cbbel.com	(847) 823-0500	2019

4 - MEMBERSHIP DEVELOPMENT

4.1	Fellow Upgrade Promotion	Louisiana Section, Baton Rouge Branch	Joey Coco	jcoco@forteandtablada.com	(225) 246-8206	N/A
4.2	Membership Growth	Louisiana Section, Baton Rouge Branch	Joey Coco	jcoco@forteandtablada.com	(225) 246-8206	N/A
4.3	Membership Recruitment (Students)	Louisiana Section, Baton Rouge Branch	Danielle Welborn	brasce.ym@gmail.com	(225) 907-7821	N/A
4.4	Younger Member Recruitment	Louisiana Section, Baton Rouge Branch	Danielle Welborn	brasce.ym@gmail.com	(225) 907-7821	2010
4.5	Region Governor Leadership Training	Boston Section	Anni Autio	anniautio@verizon.net	(617) 452-6309	2011
4.6	Life Member Forum	Los Angeles Section	Jay Higgins	jay.higgins@aecom.com	(818) 406-4896	2010
4.7	Membership Survey	National Capital Section	Christian J. Manalo	manalo_christian@bah.com	(703) 626-1031	2010/11
4.8	Revival of Dormant Branch	Philadelphia Section, Reading Branch	Christopher Menna	Christopher.Menna@jacobs.com	(215) 686-5573	2010
4.9	Recruitment of Section Dues Paying Members	Hawaii Section	Tony Lau	tlau_1987@hawaiiantel.net	(808) 372-7432	2012
4.10	Careers Roundtable	Georgia Section	Melissa Wheeler	mswheele@southernco.com	(404) 506-2745	2009
4.11	Direct Invitation to New CE Graduates	Committee on Younger Members	KC Atkins	kcatkins.asce@gmail.com	(651) 365-8524	2013
4.12	Women in Engineering Panel	Orange County Younger Member Forum	Elizabeth Ruedas	eruedas@cc-eng.com	(909) 900-5801	2015

4.13	Best Practices Guide	Region 9 YMC	Guy Hopes	Ghopes53@gmail.com	(707) 685-3015	2018
4.14	Landmark Scavenger Hunter	Maine Section	Esther Bizier	esther@main-landdci.com	(207) 931-8484	2019
4.15	PE Review Course	Nashville Branch	Kenneth Perkins	kperkins@nashvilleasce.org	(901) 337-3276	2019
4.16	Principals Breakfast	Phoenix Branch	Larry Hanson	Lhanson2@msn.com	(480) 231-4023	2020

5 - SECTION OPERATIONS

5.1	Section Operations Manual	Buffalo Section	Jeff Fick	jfick@popligroup.com	(716) 883-4400	N/A
5.2	Section Planning Meeting	Buffalo Section	Brian Carlson	bcarlscon@gpinet.com	(716) 633-4844	2009/10
5.3	Meeting Speaker Selection	Louisiana Section, Baton Rouge Branch	Joey Coco	jcoco@forteandtablada.com	(225) 246-8206	N/A
5.4	Indoor Putt-Putt Golf Tournament Fundraiser	Maryland Section	Keith Duerling	kduerling@baltimorecountymd.gov	(410) 887-3764	N/A
5.5	Section Anniversary Party and Awards Ceremony	New Hampshire Section	Brian Vincent	bkih1234@myfairpoint.net	(603) 224-4182	2009/10
5.6	Seattle City Light's Diablo Dam Good Dinner Tour	Seattle Section, North Branch	Phil Cohen	philc@co.island.wa.us	(360) 240 5546	2008
5.7	Automated Online Dallas Branch Survey	Texas Section, Dallas Branch	Sean P. Merrell	smerrell@browngay.com	(972) 464-4834	2009/10
5.8	Sponsorships	Nevada Section, Truckee Meadows Branch	Mike Wilhelm	mwilhelm@farrwestengineering.com	(775) 750-7866	2011
5.9	Student Transition	Lehigh Valley Section	Gregory Kuklinski	gkuklinski@benesch.com	(484) 221-6763	2012
5.10	100 Year Anniversary	Georgia Section	Lisa S. Woods	lswpe1@gmail.com	(404) 274-2785	2012
5.11	Contract Negotiations and Approval	San Diego Section	Mark Webb, Jeniene Knight	Mark.webb@nv5.com, jknight@members.asce.org	(619) 871-7743	N/A
5.12	OCEA Awards Program	Hawaii Section	Benjamin Rasa	BenjaminRasa@kennedyjenks.com	(808) 218-6030	2016
5.13	South Dakota STAY Grant	South Dakota	Erin Steever	erins@bannerassociates.com	(605) 759-3361	N/A

5.14	YMF Mentor Program	New York Metro	David Pecorini, Chris Brandimarte	dpecorini@moretrench.com cbrandimarte@panynj.gov	(201) 572-7519 (201) 273-3963	2019
5.15	Virtual Section Planning Meeting	National Capital Section	Michael D. Venezia, P.E.	mvenezia@ecslimited.com	(917) 214-5310	2020
6 - K-12 STUDENT OUTREACH						
6.1	Popsicle Stick Bridge Competition	Hawaii Section	Mike Hunnemann	mike@kaihawaii.com	(808) 791-3980	N/A
6.2	Elementary School Presentation	Louisiana Section, Baton Rouge Branch	Joey Coco	jcoco@forteandtablada.com	(225) 246-8206	N/A
6.3	Watertown Competition	Montana Section	Pat White	patrickjw.white@gmail.com	(406) 896-6253	N/A
6.4	Outreach Kits	Nebraska Section	Marie Stamm	marie.asce@gmail.com	(402) 575-0409	2009
6.5	Scholarship for High School Seniors	Quad Cities Section	Greg Shuger	shugergreg@stanleygroup.com	(563) 264-6600	2008/09
6.6	Popsicle Stick Bridge Competition	South Carolina Section, Upstate Branch	Tom Hill	Thomas.e.hill@gmail.com	(864) 906-5195	2009
6.7	Engineering Booth at 8th Grade Career Awareness Fair	St. Louis Section	John Weiland	jweiland@wadetrim.com	(314) 241-8510	2009
6.8	Basswood Bridge Competition	Tennessee Section, Nashville Branch	Tony Snyder	tonysnyder@comcast.net	(615) 418-4578	N/A
6.9	High School Student Scholarship	Montana Section, Eastern Branch	Pat White	patrickjw.white@gmail.com	(406) 896-6253	2010/11
6.10	High School Student Scholarship	New Hampshire Section	Fred L. Douglas	fdouglas@hntb.com	(603) 894-4191	N/A
6.11	Civil Engineering Clubs	Hawaii Section	Jon M. Young	outreach.ascehi@gmail.com	(808) 754-2931	2013
6.12	Civil Engineering Clubs	Colorado Section	Roger Torres	socrapla@hotmail.com	(303) 698-3364	2016
6.13	Dream Big: Engineering our World	Illinois Section	Don Wittmer	dwittmer@hntb.com		2017
6.14	STEM Middle School Intro to Engineering	Colorado Section	Liz Staten	liz.staten@hdrinc.com	(719) 291-7102	2018
6.15	Digital Outreach Live Panel Event	Central PA YMG	Danielle Schroeder	danitheengineer.asce@gmail.com		2020

7 - COLLEGE STUDENT OUTREACH

7.1	Resume Preparation	Buffalo Section	Jason Havens	JHavens@ClarkPatterson.com	(716) 852-2100	N/A
7.2	Shadow Program	Buffalo Section	Athena Hutchins	ahutchins@niitec.org	(716) 847-2450	N/A
7.3	University of Washington Scholarship	Seattle Section	Ken DeBord	kenneth.j.debord@boeing.com	(425) 237-2546	2009
7.4	Student Ski Day	Vermont Section	Amanda Hanaway-Corrente	amanda.hanaway@gmail.com	(401) 374-8857	2007/08
7.5	Life Member Scholarship	Arizona Section, Phoenix Branch	Jason Mikkelsen	jason.mikkelsen@hdrinc.com	(602) 522.7700	2012
7.6	Student Gala	Maine Section	Will Haskell	whaskell@gorrillpalmer.com	(207) 657-6910 (207) 318-7052	2012
7.7	Dinner Seminar	Central Illinois Section, East Branch	Giselle Rodriguez	giselle.rodriguez@usace.army.mil	(217) 373-3434	2011
7.8	Mock Interview Sessions	Pittsburgh Section	Greg Rumbaugh/Linda Kaplan	gregory.rumbaugh@gmail.com LKaplan@trcsolutions.com	(412) 386-6910 (412) 922-5575	2012
7.9	University Student Scholarship	Illinois Section	Darren Olson	dolson@cbbel.com	(847) 823-0500	2013
7.10	Student Chapter Officers Caucus	Boston Section/BSCES	Richard	rkeen@engineers.org	(617) 227-5551	2013
7.11	Student/Professional Networking	Illinois Section	Kris Salvatera	ksalvatera@cmtengr.com	(630) 452-6535	2016
7.12	YMG Senior Night	Boston Section/BSCES	Alyson Stuer	A.Stuer@ccccllc.com	(617) 903-4516	2016
7.13	Dinner Meeting Buddies Program	Hawaii Section	Jon M. Young	jon@hawaiiasphalt.org	(808) 754-2931	2016
7.14	Mentorship Program	Illinois Section	Kris Salvatera	ksalvatera@cmtengr.com	(630) 820-0350	2018
7.15	Crossroads: An After-College Guide	San Francisco Section	Elaine Moua	elain.moua@ncmcivil.com	(559) 369-6742	2018
7.16	Consolidated Scholarship Program	San Diego Section	Miguel Gonzalez	Miguel.Gonzalez@nv5.com	(858) 385-0500	2019
7.17	University of Maine Student Ski Day	Maine Section	Esther Bizer	esther@main-laddci.com	(207) 931-8484	2019

7.18	ASCE Student Office Crawl	Truckee Meadows Branch	Randall Rice	RiceRa@Reno.gov	(775) 657-4635	2019
7.19	Conference	Los Angeles Section	Claris Rivera	Claris.Rivera@ladwp.com	(213) 367-0889	2020
8 - PUBLIC OUTREACH						
8.1	Arizona State University Fundraiser	Arizona Section, Yuma Branch	Colin Sterns	csterns@armstrongconsultants.com	(928) 344-5931	N/A
8.2	Civil Engineering Booth at Earthfest Event	Cleveland Section	Loretta Snider	lsnider@mbakercorp.com	(216) 776-6810	2009
8.3	Liquid Assets Campaign	Kansas City Section	Jennifer Jacka	jcjackataylor@gmail.com	(785) 587-5094	2008
8.4	Civil Engineering History Book	Nevada Section, Southern Nevada Branch	Chuck Joseph	chuck.joseph@outlook.com	(702) 938-5578	2010
8.5	Public Viewing of Liquid Assets	Oregon Section	Javier Moncada	javier.moncada@tvwd.org	(503) 872-4125	2009
8.6	Engineering Booth at State Fair	Syracuse Section	Brad Kubiak	Brad.Kubiak@obg.com	(315) 956-6384	2009
8.7	Engineering Billboards	Connecticut Society of Civil Engineers	Jason Waterbury	Jwaterbury@themdc.com	(860) 278-7850 ext. 3380	2011/12
8.8	Toys for Tots Holiday Social	Vermont Section	Jessica Louisos	jessical@miloneandmacbroom.com	(802) 578-2016	2014
8.9	Scholarship Fundraiser Mini-Golf Tournament	Florida Section, Miami Dade Branch	Patrick D. Kaimrajh	patrick.kaimrajh@gmail.com	(305) 338-7451	2015
8.10	Life Member Memoirs	San Diego Section	Tim Murphy	tmurphy@rickengineering.com	(619) 688-1483	2016
8.11	Infrastructure Economics	Wisconsin Section	Carl Sutter	csutter@mcmgrp.com	(920) 751-4200	2016
8.12	Holiday Family Sponsorship	San Francisco Section, Fresno Branch	Alexander Jones	community@fresnoymf.org	(559) 676-1381	2016
8.13	Central Ohio STEM Expo	Central Ohio Section	Patrick Karnes	patrick.karnes@strand.com	(614) 835-0460	2017
8.14	ASCE-OC State of Sustainability	Orange County Section	Salem Afeworki	safeworki@valuesustainability.com	(510) 701.7056	2017
8.15	Rainbow House Community Service	Nebraska Section	Christopher Podany	chris.podany@hdrinc.com, isabella.walsh@hdrinc.com	(402) 392-8745, (402) 399-1323	2018

8.16	Project Build	Miami Dade Branch	Isabella Walsh LaKeeVia Jackson	outreach@miamidade-asce.com	(301) 257-5501	2018
9 - ENGINEER'S WEEK						
9.1	Public Service Announcement	Tennessee Section, Chattanooga Branch	Russell Moorehead	Russell.moorehead@bwsc.net	(423) 756-3025	2011

E-News – Alabama Section

1. Section/Branch	Alabama Section
2. Section/Branch Size	Large
3. Project Contact	
Name	Robert Thompson, P.E.
Phone Number	(334) 239-3135
Email	rthompson@dba.world.com
4. Project Category	Communication
5. Project Description	Establishing a Section e-mail list for distributing news, notices, and an E-newsletter
6. The Process (What you did, When and How)	<p>Our Section did not have a single Section e-mail list to rapidly distribute information to the entire Section. Each Branch has their own lists, but these do not include all members of the Section, only those that are regular attendees/participants in each Branch activities. There was no mechanism to ensure broad distribution to all Section members, except through regular U.S. Mail.</p> <p>During an upgrade of the Section website and website hosting in 2008, we looked into various mail list programs. The program run by ASCE for the Sections was undergoing changes and we deemed it insufficient for our needs. We evaluated several mail list software programs, as well as paid services such as Constant Contact. With a list of 1500 member and not foreseeing the need to do large numbers of messages during the initial startup, we chose to setup and run the list ourselves through our website host.</p> <p>The software we use is DaDa Mail. After doing the installation, we used the latest membership file for our Section to provide the initial subscribers. We sorted the CSV file by e-mail, then did a group subscribe. Since then, we have done an annual update using the membership data from Society. We are trying to do the updates in April after most everyone has renewed and before we start sending announcements for the Section Annual Meeting. During the update, we do a bulk upload and the software does not upload duplicate addresses. A message is then sent to new addresses asking if they wish to subscribe. We have had about half of the 200 potential new subscribers respond by subscribing.</p> <p>The mail software allows subscribers to unsubscribe (which we have had some do), as well as track bounced addresses to eventually delete after several bounces have been received. Utilizing an e-mail address associated</p>

	<p>with our section domain name helps with Section identity. The mail software helps reduce message loss to spam filters.</p> <p>The process of creating messages and managing the database are all web based with a browser interface. In addition to the mail list administrator, the website administrator and the current Section Secretary/Treasurer have access rights.</p> <p>An additional feature for the Section has been to allow the Branches to use the same system to establish and manage their own mail lists. This allows for the Branches to have a more robust (using the membership data) and continuous mail list as opposed to the current Branch Secretary/Treasurer maintaining the list and sending e-mails from their own e-mail account. Two Branches and our one Institute Chapter are currently utilizing the service.</p>
7. Those in Charge (Committee, Task Committee, Etc.)	Robert Thompson, P.E. – Mail List Administrator
8. Time Frame (When Started, When Completed)	Fall 2008: begin research, develop plan submit to Section Board for approval; April 29, 2009 – Mailing list launched
9. Success Factors (The Parts that Worked Really Well)	So far, everything has worked well.
10. Setback Factors (The Parts that did Not Work Well)	
11. Creativity (This is something off the wall that we did)	
12. Administration (What was most Important?)	Having someone willing to take the task on and see it through, particularly providing written instructions for future users.
13. Follow-Up (What was most important?)	
14. Recommendations (What you should ALWAYS do with this project?)	
15. Cautions (What you should NEVER do with this project?)	
16. The Outcome	Information appears to be getting to the Section members in a timely fashion. Information concerning the two annual Section meetings is reaching the members better than through U.S. Mail.
17. Ongoing Activity (Would you do it again?)	

18. Speaker Contact Information

(person from your Region who would be willing to speak about the Best Practice)

Name

Address

Phone Number

Email

19. Additional Comments

Newsletter – Birmingham Branch

1. Section/Branch	Alabama Section, Birmingham Branch
2. Section/Branch Size	Medium
3. Project Contact	
Name	Bobby Nolen
Phone Number	(205) 529-3390
Email	reepicheep@charter.net
4. Project Category	Communication
5. Project Description	The Branch publishes its electronic newsletter, The Forge, and distributes it to the membership by e-mail 10 times a year in conjunction with the monthly meetings. The newsletter consists of standard articles, such as “Meeting Information”, “Mark Your Calendars”, and “This Month’s Presenter”. In addition, committee members and YMF leaders regularly contribute articles pertaining to their activities. Finally, we allow business card advertisements to appear at the end of the newsletter.
6. The Process (What you did, When and How)	In the early 2000s, the Branch transformed its printed newsletter, which was distributed only at Branch meetings, into an electronic document that was distributed by e-mail to its membership. The printed document was often a single page with scant information and no visual appeal. The newsletter is now prepared using Microsoft WORD and incorporates text and picture boxes for a colorful and dynamic appearance. Without the expense of printing restricting the size of the newsletter and its content, it now will run for several pages, as more and more Branch members contribute articles and news.
7. Those in Charge (Committee, Task Committee, Etc.)	The Branch’s Secretary-Treasurer has traditionally served as the newsletter’s editor. Andrew Faulk initiated creation of the electronic newsletter when he served in that position in 2005.
8. Time Frame (When Started, When Completed)	The Branch has published The Forge since 2005. It is a continuing adventure.
9. Success Factors (The Parts that Worked Really Well)	The members really appreciated the ready access and helpful information from the onset. Each issue’s lead article, “Meeting Information”, capsules meeting time and place, presents the program’s presenter and title, and provides directions to the meeting location. The article, “Mark Your Calendars”, provides bulleted information on upcoming meetings, special events, and items of interest.
10. Setback Factors (The Parts that did Not Work Well)	The use of text boxes to frame every article proved unwieldy and quirky. The newsletter now uses straight text that is allowed to flow around inserted picture boxes for effect. It also has not worked well to have the Secretary-

	Treasurer serve as editor. The Branch will use a member not in the administration to serve as the editor. Finally, not all the Branch members use e-mail, so some were not receiving the newsletter. The Branch now makes an effort to identify those members and send a hard copy by regular mail.
11. Creativity (This is something off the wall that we did)	
12. Administration (What was most Important?)	Designating a member who is not a part of the administration will be important to avoid break-downs in transition as officer positions change.
13. Follow-Up (What was most important?)	It is important for the editor to communicate deadlines for articles and follow up to be certain committee members, officers, and members who want to contribute submit articles in a timely manner.
14. Recommendations (What you should ALWAYS do with this project?)	Always publish the newsletter on time. Always have one person in responsible charge. Always proof the content of every article and have more than one person proof the newsletter before publication.
15. Cautions (What you should NEVER do with this project?)	Never be late or miss a publishing deadline.
16. The Outcome	The Branch members now enjoy a newsletter that is pleasing to view, informative to read, and timely in presenting information.
17. Ongoing Activity (Would you do it again?)	
18. Speaker Contact Information (person from your Region who would be willing to speak about the Best Practice)	
Name	
Address	
Phone Number	
Email	
19. Additional Comments	This Best Practice includes the following attachment: 1. Sample of the newsletter



THE FORGE

Shaping the future, one design at a time!
Newsletter of the Birmingham Branch of ASCE

President
John Clark

Vice President
Karen Phillips

Secretary/Treasurer
Lori Beth Kearley

May 2010

Birmingham Branch- ASCE, P.O. Box 190366, Birmingham, AL 35219 <http://branches.asce.org/Birmingham/> bham.asce@gmail.com



Meeting Information

7 Branch Contact Information

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Our monthly meetings are the first Thursday of each month at the Altadena Valley Golf and Country Club off Acton Road near Exit 17 on I-459. May's meeting will take place on May 6th. The meeting starts at 11:30 am.

The Club is located at 2651 Alta Vista Drive, Birmingham, Alabama 35243 and may be reached from the Acton Road exit (No. 17) off I-459 west of Highway 280. The club's phone number is 205-967-5322. Please visit the website for maps and directions from your location.

The price is \$14.00 per person, which you may pay to the Branch Secretary/Treasurer at the meeting or online at our website. We request that, if you plan to attend the meeting, please contact Lori Beth Kearley at 205-940-6420 or through the Branch's e-mail at bham.asce@gmail.com and indicate, no later than end of business Tuesday before the meeting, your plans to attend. Thanks.

The Branch's next regular meeting after the summer break will be on Thursday, August 5, 2010. Enjoy the summer, everyone!

Mark Your Calendars

- May 6, 2010 – Monthly Branch Meeting at Altadena
- July 21-23, 2010 – Alabama Section ASCE Summer Meeting at the Wharf on the Gulf
- August 5, 2010 – Monthly Branch Meeting after summer break

May's Lunchtime Presenter

Frank Layton, with NHMS, will discuss products and techniques for long-term distressed concrete preservation. The rapid repair of concrete pavements damaged by fatigue, freeze/thaw, warping stress, and other structural problems prevent costly re-construction using conventional methods. Mr. Layton is the regional salesperson for NHMS, covering Alabama and Florida. He received a marketing degree from Auburn University where he played football under scholarship for Shug Jordan. He lives in Leeds with his wife, Barbara.

Officer Elections

The Nominating Committee will present its recommendations for officers at Thursday's meeting. The President will then open the floor for nominations, and the Branch will elect officers by ballot vote. Please be present to exercise your privilege to vote.

Scholarship Winner

By Susan Goertz

The Birmingham Branch ASCE is pleased to announce the winner of the \$1,000 branch scholarship: Ethan Peters of Mortimer Jordan High School, Morris, Alabama. Ethan will be majoring in Civil Engineering at Auburn University in the fall. Ethan has a resume that goes on and on, but, most notably for his success in Civil Engineering, Ethan is a member of the National Honors Society and Mu Alpha Theta (math honors society). He will have completed Honors biology, Honors chemistry, honors physical science, AP calculus, and Honors physics by the time he graduates in May. He is an active member of his church and an active community volunteer.

Scholarship Golf Tournament

By Bobby Nolen

The cool, windy day, Monday, April 26, did not quell the enthusiasm of the participants in this year's joint Scholarship Golf Tournament held at the Pine Tree Country Club. Birmingham Branch ASCE and the Birmingham Chapter of the Construction Specification Institute (CSI) joined to host the tournament in which 16 teams played.

J. R. Prewitt & Associates Insurance provided a generous donation as the tournament sponsor. Other special event sponsors included AECOM as the lunch sponsor and Hunter Panels as the beverage cart sponsor. Hunter Panels also donated a drawing prize of several live lobsters given during the closing ceremony.

Team or hole sponsors were AMEC Earth & Environmental, Gallet & Associates (a Terracon Company), Block USA, Engineering Design Technologies, Sain Associates, Nolen Engineering Group, Malcolm-Pirnie, Mega Met Industries, John Wright & Eykon, Hanson Pipe & Precast, Alabama Power Company, Hatch-Mott Mc Donald, Barge- Waggoner-Sumner and Cannon, Sherman Williams, Fuller Thompson Olds Architects, and Robins & Morton. Altadena Golf and Country Club donated a round of golf for four. Nolen Engineering Group sponsored a set of three golf lessons from the Altadena Pro, Mr. Jeff Copeland. The Branch and CSI are grateful for the generous support and active participation of all the sponsors.

The first-place tournament winner was the team of Uday Bhate, Richard Jacobs, and Andrew Lewis. Second place went to the team of Fred Hawkins, Cameron Buchina, Matt Alpine, and Tim Westhoven. Cameron Buchina won the longest drive contest. Jerry Smith and Taylor King were closest to the pins on the qualifying holes. Hunter Bruce sank a hole-in-one on No. 11 for a rare and special distinction. Bobby Nolen was the only participant to make the putt during the Younger Member Group's putting contest. Blair Hayes will enjoy the three lessons of golf. Ron Caroway will have three friends join him for the free round of golf at Altadena.

The Branch expects to net over \$2,000 from the tournament for the Branch's scholarship fund. Kerry Henneberger and Blair Hayes staffed the registration table and snapped photos of the event. Lindsey Sanders, Heather Carroll, Maggie Parker, Sara Bettinger, and Kyle Wood from the YMG conducted the putting contest and pitched in with other tournament chores. Sheila Montgomery and UAB students, Jeewon Park and Josh Phillips, hawked raffle tickets. Joe Meads and Dwight Turnipseed helped organize the event, solicited sponsors, secured door prizes, and generally assured the event would be a success. The Branch extends its heartiest congratulations and warmest appreciation to each of these for a job well done.

Pre-College Outreach Committee Update

By Sheila Montgomery

The Pre-College Outreach Committee made progress in April. We continued to finalize the strategic plan and look at the long-range possibilities. To establish the basis for our first program, we spent much time deciding which age group to target. Since standardized test scores in the 5th and 6th grades and the students' and parents' wishes determine if a student will be on track to take calculus in high school, the committee chose 5th/6th graders as our first target group. To assure success the first year, we will limit our efforts to half a dozen area schools. Hoover, Birmingham, Vestavia, and possibly Trussville are primary targets. We continue to work on the details of the activity and competition. The venue will be UAB Civil Construction and Environmental Engineering Department (CCEE). With the Engineer's Week activities already in place, all we need is to provide awards to the winners and participants.

The committee's ultimate goal is to create a yearly competition at UAB involving multiple events, similar, but smaller, in scale to ASCE Sectionals. Additionally, we will develop a mentoring program to guide students interested in civil engineering from middle school through high school and beyond. There are many opportunities for the future. Engineering academies at some schools in our area offer high school students collegiate level courses. Engineering clubs are beginning to emerge in some schools. For one local middle

school, there is an engineering camp planned this summer. As the outreach program grows, we will be able to have specialized programs for the various groups.

In a recent meeting with the UAB CCEE Board of Advisors, committee members received a warm welcome. Both the UAB CCEE and its developing Alumni Leadership Council have committed to partnering with ASCE in this program. We will also approach the civil engineering honor society, Chi Epsilon, as partners. We are always on the lookout for other partnering opportunities. The program will make a larger contribution to our area's students as the team grows.

The committee welcomes Brian Ruggs of Malcolm-Pirnie, as its newest member. We also offer a farewell and our thanks to Lanka DeSilva, a recent UAB graduate who leaves the committee and Birmingham soon to pursue graduate study in ecology.

Please join us in our efforts to educate the future leaders in our industry. If you have any suggestions for the committee please contact Shelia Montgomery at sheliakmontg@aol.com or any other committee member. Also, if you know of an area K- 12 faculty member who would be interested in sharing their ideas on this program with us, please let me know or feel free to share my contact information with them.

The mission of the Pre-College Outreach Program is to inform the Birmingham metropolitan area's educators, students and their parents about the civil engineering profession, and to support the educators' teaching efforts by providing educational tools, mentoring support, and establishing creative and competitive venues that challenge students and encourage their interest in civil engineering.

Younger Members Group

By Maggie Weems

The April meeting of the Younger Members Group (YMG) of the Branch was held at the office of Gallet, a Terracon Company. Ms. Nancy Hendrix of Dale Carnegie was the featured speaker, and she discussed the topic of "Goal-Setting." The meeting was very interactive! The YMG's May meeting is to be a social function. We invite interested members and guests to attend the Birmingham Baron's baseball game on May 20 at Regions Park in Hoover. The game starts at 7:05 and is a

"Thirsty Thursday" event. If you are interested in attending, please contact htcarroll@terracon.com by May 17th. During June and July, the YMG will suspend regular monthly meetings. We will hold community service and social events periodically to keep in touch during the summertime. The YMG will convene its next regularly scheduled meeting August 12. Details will be forthcoming regarding summertime events and the August meeting.

On April 26, the YMG sponsored a putting contest at the joint ASCE/CSI golf tournament held at Pine Tree Country Club. Thanks to the generous participants, we were able to raise \$175! Congratulations to the putting contest winner, Bobby Nolen, who made the only putt in the contest. YMG will use the proceeds to sponsor community service activities and networking/social events. We appreciate all the support that the ASCE and CSI members and tournament participants provided to us!

Please submit nominations for YMG Secretary/Treasurer and Committee Head positions for 2010-2011 to lsanders@aerotek.com by May 21. Voting will take place at the August meeting. Remember – In order to hold a position within the YMG, you must be a member in good standing with the National ASCE and the Birmingham Branch.

Don't forget that you can now find us on LinkedIn and Facebook!

UAB Student Chapter Update

By Sheila Montgomery

Many of the UAB ASCE Chapter members are graduating this year. The group held a meeting on April 20th to solicit nominations for 2010-2011 officers. The results of the election will be available soon. Outgoing president Joey Sprague and vice president Jeewon Park have completed their service. The Birmingham Branch commends Joey and Jeewon for their efforts to lead the UAB ASCE Student Chapter in 2009-2010. Congratulations to all the graduates!

The UAB Student Chapter was eager to assist in the recent ASCE/CSI Golf Tournament. Jeewon Parks and Joshua Phillips sold raffle tickets for a round of golf for four and lessons at Altadena. Results of the raffle appear elsewhere in the newsletter. In the process they raised money for the UAB ASCE Student Chapter. Those involved in the raffle and tournament preparation greatly appreciated the students' efforts.

The new graduates are looking for employment or internship opportunities for the summer. If anyone knows of the availability of any positions for these eager and worthy graduates, please contact Shelia Montgomery at sheliakmontg@aol.com.

Dick Woodruff – A Yankee Worth Keeping

By Bobby Nolen

In 1932, armed only with a University of Alabama course catalog, a high school diploma, and an indomitable spirit, Richard Woodruff embarked from his parents' home in Binghamton, New York, to enroll at the Capstone and pursue his childhood dream – become a civil engineer. Since his graduation with a civil engineering degree in 1937, Mr. Woodruff continues to live his dream.

Upon the prompting of one of his professors, who observed that Mr. Woodruff was “a Yankee worth keeping”, Alabama Power Company hired him. During his 41-year career with Alabama Power, Mr. Woodruff served as stake carrier, structural and mechanical head engineer, and finally a principal engineer in the Power Company's hydro planning and design group. He worked on design or renovation of all or parts of 14 of the Company's hydro power plants. After retirement, Mr. Woodruff served as a hydro-consultant for a local engineering company, retiring from Hendon Engineering Associates after more than 20 years of service. Having recently celebrated his 97th birthday in March of this year, Mr. Woodruff remains active, serving as the technical director for the Village Creek Society, an organization seeking to eliminate flooding along Village Creek, and enjoying excursions on his boat on Lake Guntersville.

Mr. Woodruff joined the University's Student Chapter of the American Society of Civil Engineers and has remained active in ASCE for over 70 years. He served an integral role in establishing the Birmingham Branch in 1970. During each of the Branch's 19 fourth grade coloring competitions, Mr. Woodruff served as the coordinator and manager of the field trips to Logan-Martin dam and other Alabama Power Company sites. He worked tirelessly and graciously to be certain each student enjoyed the field trip and understood some of the significant impact civil engineers have on their lives.

If you can catch up with Mr. Woodruff, please express to him your appreciation for his steadfast service to the Branch and exemplary role model as an engineer. He is usually diligent about attending the Branch meetings, so Thursday will be your chance. I will personally express my astonishment at the zest and energy he wields as he continues to live his dream. Thanks, Mr. Woodruff.

Announcement: Letter of Map Change (LOMC) Update

The Alabama Office of Water Resources, a division of the Alabama Department of Economic & Community Affairs, will assume responsibility from Department of Homeland Security's, Federal Emergency Management Agency (FEMA) for processing Conditional Letters of Map Revision (CLOMRs) and Letters of Map Revision (LOMRs) within the State of Alabama. Beginning July 1, 2010, all applicants for CLOMRs and LOMRs (MT-2 applications) within the State of Alabama should mail their requests to:

Alabama Office of Water Resources
Attn: MT-2 LOMC Coordinator
401 Adams Avenue, Suite 434
Montgomery, AL 36104

FEMA will maintain responsibility for processing MT-1 applications, which pertain to Conditional Letters of Map Amendment (CLOMAs), Letters of Map Amendment (LOMAs), Conditional Letters of Map Revision-based on Fill (CLOMR-Fs) and Letters of Map Revision-based on Fill (LOMR-Fs). If you have any questions or concerns about these changes, please contact Phillip Hicks at (334) 242-4991 or floods@adeca.alabama.gov.

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Don't see your company's name here? Support your branch! For a fee of \$50.00 per month your company's name can reach over 500 engineers, scientists and potential clients in the Birmingham Area. If you would like to advertise in next month's issue, please contact Lori Beth Kearley @ 205-940-6420 or mail your check to P.O. 190366, Birmingham, AL 35219.

Branch Contact Information

<u>President</u>	<u>Vice President</u>	<u>Secretary/Treasurer</u>
John Clark Volkert and Associates 205-563-3137 clarkstirr@yahoo.com	Karen Phillips City of Talladega 205- 541-5148 kphillips72@windstream.net	Lori Beth Kearley Sain Associates 205-940-6420 lbkearley@sain.com

PLEASE RETURN THIS STUB WITH PAYMENT:

DUES: ASCE Birmingham Branch (2009-2010) Total Due: \$20.00 MAKE

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P.O. Box 190366, Birmingham, AL 35219

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Email: _____

Company: _____ Phone: _____

Interested in volunteering your time? _____

Website – Wichita Branch

1. Section/Branch	Kansas Section, Wichita Branch
2. Section/Branch Size	Small
3. Project Contact	
Name	Lynn Packer, P.E.
Phone Number	(316) 660-1766
Email	lpacker@sedgwick.gov
4. Project Category	Communication
5. Project Description	The website was created and maintained as both a cost saving measure for the branch and a more efficient means of communicating with the membership. This reduced postage costs for meeting notifications and newsletters, and provided a way to keep everyone engaged and informed about our activities.
6. The Process (What you did, When and How)	<p>The website was started with little success in 2001. It was not highly publicized with the members, and, because of monthly mailings, the website was more of an afterthought. We eventually stopped the website.</p> <p>The site was given new life in 2006. It was redesigned with the intent of making it a necessity rather than an extra form of communication. We started with the basics – upcoming meeting information, calendar of events, past meeting minutes, and contact information for the branch officers. The website was advertised at the monthly meetings, and we began emailing meeting notices rather than mailing them. The website was still an extra form of communication; we took the approach to slowly implement it as a main communication tool.</p> <p>In 2009 we changed the format of the email notifications. Instead of attaching a PDF copy of the meeting notification with the email, we provided a link to the meeting notification on the website. This reduced the file size of the emails and encouraged more traffic to the website, but still required an email (or phone call) to sign up to attend the meeting.</p> <p>In April 2010 we started accepting meeting reservations via the website. The meeting notifications are still sent in email form, but now they link to the website where all information is collected and stored.</p>
7. Those in Charge (Committee, Task Committee, Etc.)	The appointed webmaster; input from Branch officers.

8. Time Frame (When Started, When Completed)	Started in 2001 and then stopped in 2003. Restarted in 2007 and continues to evolve and progress.
9. Success Factors (The Parts that Worked Really Well)	<p>Spoon feeding the communication changes to the general membership seemed to work well. We did not want to exclude those members not up to date with current technology, and have made sure to make special arrangements with those few members who prefer more traditional means of communication.</p> <p>Thus far, providing a means to RSVP on the website itself has not only made preparing meetings easier, but it increases traffic to the website, as well.</p>
10. Setback Factors (The Parts that did Not Work Well)	The website cannot be an alternate means communication. It did not work to simply create the website and let members search the site on their own.
11. Creativity (This is something off the wall that we did)	The Wichita Branch has actually made using and viewing the website mandatory instead of voluntary through its web-based RSVP system.
12. Administration (What was most Important?)	A successful website needs to be addressed continually. The content needs to be fresh and relevant. The Wichita Branch discusses the website content at each officer's meeting and keeps the appointed webmaster well informed about all facets of the branch. This ensures website content is up-to-date and dynamic.
13. Follow-Up (What was most important?)	As with any website, you must follow-up to keep the content dynamic. A static site will simply not be useful to any section or branch. In addition, seek out comments and suggestions from the membership to ensure the information provided on the site is indeed useful to them.
14. Recommendations (What you should ALWAYS do with this project?)	Update, update, update. Keep the content fresh and relevant. A successful website will be useful to your membership, not simply regurgitate information.
15. Cautions (What you should NEVER do with this project?)	We have learned a few things through this process, and two NEVERS are (1) Don't change things overnight; allow for some lead-in time to give the membership a chance to warm up to the changes, and (2) don't let the website get stale. If a member checks the website a few times over a month or two and sees the same information then they are less likely to return.
16. The Outcome	The Wichita Branch has a successful website that is consistently in the top 5-6 branches for monthly hits. The site is now interactive with the web-based reservation system and we are always looking for ways to make the website more useful to the membership.
17. Ongoing Activity (Would you do it again?)	Yes! The website streamlines communication, and saves the branch time and money. We are finding new ways to use it. For example, we are developing a web-based survey this summer to get valuable feedback from our members about the meetings and events we currently host.
18. Speaker Contact Information (person from your Region who would be willing to speak about the Best Practice)	

Name	
Address	
Phone Number	
Email	
19. Additional Comments	

Newsletter – Metropolitan Los Angeles Branch

1. Section/Branch	Los Angeles Section, Metropolitan Los Angeles Branch
2. Section/Branch Size	Very Large
3. Project Contact	
Name	Karen Sepulveda
Phone Number	(818) 309-9649
Email	kar@sepulvedas.net
4. Project Category	Communication
5. Project Description	Quarterly newsletter based upon Branch activities.
6. The Process (What you did, When and How)	<p>The Branch identified the need to revamp the existing newsletter in format and content. We took the following steps:</p> <ol style="list-style-type: none"> 1) Identified an individual competent in newsletter design and described our goals for the project 2) While the redesign was occurring, a Branch board member was assigned the task of gathering for content. The following steps were followed: <ol style="list-style-type: none"> a. A spreadsheet was created listing potential articles per area or committee, assigned an author and decided on a due date. The due date was typically one month prior to the newsletter distribution. b. The list of potential articles was modified to reflect achievable goals by the volunteers submitting or the variety required in the newsletter. c. The board member emailed the assignment to each author well in advance of the deadline and sent regular reminders. d. Once the articles were received, the author was also asked to ensure a photograph was also submitted, if possible. Remaining articles not received were shelved until the next newsletter. e. If a potential article came to light during the process that was newsworthy or time- sensitive, the Board

	<p>member added such article to the list of potential articles for the upcoming newsletter.</p> <p>f. The Board member then compiled all information assigned including, articles, calendar updates, advertisements, announcements, etc. into a single zip folder sent to the newsletter editor/producer. The newsletter producer was asked to present a draft to the Board by a deadline.</p> <p>3) Once the draft was received it was forwarded to all Board members and Committee Chairs for a 72-hour review. If the review was not completed by 72 hours, the comments in hand were returned to the newsletter producer who made the changes and resubmitted for approval.</p> <p>4) The final review went to Board members for their final approval. The President of the Branch was required to sign off on the newsletter before distribution.</p> <p>The newsletter was then submitted to the local agency who distributed the newsletter via email.</p>
<p>7. Those in Charge (Committee, Task Committee, Etc.)</p>	<p>The effort was managed primarily by the President and the newsletter editor. The Board and Committee Chairs were a part of the production and approval process. Most of the Branch volunteers would be asked from time to time to contribute to the newsletter.</p>
<p>8. Time Frame (When Started, When Completed)</p>	<p>Each newsletter tasks were assigned at the two to three months before expected distribution, collected by a month prior, submitted to newsletter editor producer with a two-week deadline and allowed for a two-week approval process. Total time = 3 months.</p>
<p>9. Success Factors (The Parts that Worked Really Well)</p>	<p>Having a plan in place to completed the process.</p>
<p>10. Setback Factors (The Parts that did Not Work Well)</p>	<p>Putting the burden on an individual to get 12 volunteers to submit articles and photographs in a timely manner.</p>
<p>11. Creativity (This is something off the wall that we did)</p>	
<p>12. Administration (What was most Important?)</p>	<p>Unfortunately, micromanaging the process. It was also important to ensure the entire Board was involved in the approval process since the document is a reflection of the Board as well as the Committees.</p>
<p>13. Follow-Up (What was most important?)</p>	<p>Maintaining contact every week while waiting for submissions.</p>
<p>14. Recommendations (What you should ALWAYS</p>	<p>Find someone who is not bashful about following up with volunteers who have committed to deadlines.</p>

do with this project?)	
15. Cautions (What you should NEVER do with this project?)	Expect that the volunteers will submit their articles without follow up.
16. The Outcome	A high-quality document produced at regular intervals that had a professional look and interesting content.
17. Ongoing Activity (Would you do it again?)	
18. Speaker Contact Information (person from your Region who would be willing to speak about the Best Practice)	
Name	
Address	
Phone Number	
Email	
19. Additional Comments	This Best Practice includes the following attachment: 2. Los Angeles Branch Newsletter

President's Message

By Karen Sepulveda, MLAB President

I mention a professor in my last message who inspired me to seek out the sciences, which led me to a career in civil engineering. That professor's name was Lowell Karre, and he taught at Golden West Community College in Huntington Beach.



Not only did he teach with such care for the edification of his students, but he taught those of us who took Science 100. I am told that the other science professors dreaded being assigned this class. We were the non-science majors who typically either didn't understand the sciences or didn't care to understand. He felt differently.

His comments prompted me to take the series of tests that identify aptitude and interest, and I was shocked to see that it identified me to be either a judge or an engineer. I thought to myself about how proud I would be to walk down the aisle and receive my degree as an engineer (once I found out what it was!).

After writing the October message I thought about how I had never thanked him for the positive impact he had on my life. I contacted the science department and received a reply. Lowell Karre passed away only a couple of years back from lung cancer, and I was too late.

I thought of all the time lost after graduation where I could have expressed to him my gratitude. Here is a man whose work and words had literally changed my life, and I had procrastinated giving my appreciation.

I believe that some people know from a very young age what their path should be, while

others struggle to find our path, and sometimes never identify our passion in life. Even those among us who knew their path must have had wonderful teachers and inspirations along the way.

Take moments you have to cherish and recognize people who were your teachers, your encouragement and often the wind behind your back when the curriculum was difficult.

Often teachers never hear that their work was life changing. So break out your old phone books or search engines, and send a message.

While one opportunity was lost, I must believe that Le Val Lund, P.E., F. ASCE, fully understood my appreciation of him and my great affection. Only four of his eighty-four years were

See **President** . . . Page 2

Announcements

- New Graduate Scholarship named in honor of Le Val Lund.
- MLAB Vice President, Serge Haddad, P.E. appointed to the Council of Younger Members.
- Julian Garcia, P.E. Chair of the Student Activities Committee, received the 2006 ASCE Region 9 Outstanding Civil Engineer in Community Service.
- The Bureau of Engineering for the City of Los Angeles receives the 2007 ASCE National Employer Recognition Award commending their encouragement of young engineers in the profession and ASCE activities.
- Branch's Hydraulics and Hydraulics Technical Group luncheon attracts 80 attendees to hear Roger Patterson from the Metropolitan Water District speak.
- Serge Haddad, Young Members Committee received the 2006 ASCE Region 9 Outstanding Young Civil Engineer.

INSIDE:

Le Val Lund MLAB

First Mixer

2008 Water Shortage ASCE

National Conference

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President . . . from Page 1

known to me, but he is yet the closest person to my heart I have ever lost.

Friday, November 30th, saw the passing of Le Val, the first President of Metropolitan Los Angeles Branch, current Bylaws Chair and President's Council Advisor, from lymphoma. More than a volunteer, I have lost my friend, dinner companion, wine-tasting cohort, and sage.

Le Val was a man unbiased toward everyone. To each he wished them curiosity for the world unknown, and to learn as much as their minds could allow. He was our teacher, even on those

trips that we'd rather lean against the bus window and sleep. His mind was a library. He was interested in others, what they knew, and what they dreamed.

He was my mentor, always encouraging me to invest myself in the promotion of the engineering profession to help others as well as myself. Le Val will be missed.

If Le Val Lund has touched your life, please write to me over the next month or two memories and sentiments will be printed into our April newsletter. Following is a small glimpse into the life and history of Le Val Lund.

Le Val was born in Los Angeles on February 24, 1923. He died peacefully at home on November 30, 2007, from lymphoma. He was the loving son of the late Dr. and Mrs. Le Val Lund, and a life-long Los Angeles resident. After graduating from John Marshall High School, he attended Occidental College and Caltech, and was in the Navy V-12 program.



After he retired in 1989, Le Val became a recognized expert in the field of the impact of earthquakes on urban lifelines (systems for water supply, electricity, gas, sewerage, and communications). He traveled worldwide visiting earthquake sites and provided consultation for various dam and water systems.

He was a skier, loved the outdoors, was always learning and a fan of all

He served as an engineer in the Seebies in the Pacific during World War II. He received his Masters degree in Civil Engineering from USC. In 1947 he began a 42-year career as a civil engineer with the Los Angeles Department of Water and Power (DWP). He helped design, construct and operate many projects for the DWP including the Second Los Angeles Aqueduct, and numerous dams, filtration plants, reservoirs, water tanks, and pumping stations.

He was the director of several different divisions at the DWP. During the record Los Angeles drought of 1977, he was the co-leader of a special DWP task force that assisted Mayor Bradley's Blue-Ribbon Committee on Water Conservation. That work resulted in the first water conservation plan and the language of the first water conservation ordinance for the City of Los Angeles – both are still in effect today.

USC athletics. He enjoyed caring for his cymbidium orchids. He was a member of Water and Power Associates, the American Water works Association, ASCE, EERI, TECLÉE and the Association of California Water Agencies.

He was instrumental in founding the Greater Griffith Park Neighborhood Council. He served as president of the Caltech Alumni Association as well as president of the Caltech Gnome club, the oldest campus service club, dedicated to the principles of service fellowship, courage, loyalty and truth.

Le Val is survived by his sister, Ethel Pattison of Manhattan Beach; a niece, LeValley Pattison and her son, Logan LeVal; and cousins Patricia Riley of Manhattan Beach; John Le Valley of Miami, Florida; Sheila Brown and Nancy Brock of New Jersey, Joan Luccisano of New York, and Thomas Pursley of Washington, D.C.

MLAB Student Activities Committee Holds Their First Mixer of the New Year

By Julian A. Garcia, P.E.

The MLAB Student Activities Committee was created to offer ongoing support for the student chapters under the Branch by providing guidance, resources, funding, and opportunities to the students. The intent is to build a strong engineering society and create a strong future leadership for the organization by motivating our students to continue their active involvement and thus advancing themselves, their careers, and the quality of the profession.

On September 21, 2007, the MLAB Student Activities Committee held its first Mixer for the year. Representatives from CSULA, CSUN, LMU, UCLA, and USC got together with some key members of the Branch, the Branch's Younger Member Forum (YMF) and the Los Angeles Section to get acquainted, build stronger relationships, and establish some goals for the school year.

The meeting was a definite success, with students sharing ideas freely in a friendly and open environment. Among the topics discussed, students identified the difference in needs between students beginning their college years and those preparing to graduate. The participants then brainstormed the different ways ASCE could help address those needs in order to maximize

student participation at all levels and enhance the academic formation of all its members.

MLAB also took this opportunity to promote the many resources, whether offered by ASCE or some other organization, available to all the students and encouraged the students to take full advantage of them whenever possible. MLAB Vice President, Serge Haddad, gave a presentation that explained the organizational structure to the students. Outgoing Los Angeles Vice President for Student Chapters, Don Sepulveda, helped the students understand how to write their annual reports, encouraging them to see the report as an important tool for future classes to see what worked, or did not work, toward their success.

It was an absolute pleasure to watch our student chapter leaders show the kind of enthusiasm and drive that make running this Committee such a rewarding experience. The second Student Activities Committee Mixer is currently scheduled for January and will be hosted by the Loyola Marymount University ASCE Student Chapter. If you are interested in becoming more involved with student activities, please contact Julian A. Garcia, P.E. at jagarciao@gmail.com.



George Huang, Julian Garcia, and Karen Sepulveda



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Record Dry Year, Potential 2008 Water Shortages Set Stage for Southern California World Water Forum

With record dry conditions and possible 2008 water shortages serving as the backdrop, a yearlong grant competition that will mobilize hundreds of college students throughout southern

California to help address global water issues kicked off today. Students from nearly 30 community colleges and universities throughout the Southland joined officials from the Metropolitan Water District, MLAB, the United States Bureau of Reclamation and UNICEF to launch the Southern California World Water Forum during a five-hour workshop at Metropolitan's headquarters in downtown Los Angeles.

"This program is a great opportunity for all, especially for our next generation of great young thinkers to tackle the water problems of today and prepare for the water problems we face tomorrow," said U.S. Rep. Grace F. Napolitano (D-Norwalk), honorary chairperson of the Southern California World Water Forum, in a taped address. "I trust your participation in this program will challenge you to get more involved in addressing water issues affecting California and the western United States, with national implications of global warming," Napolitano told students.

Benita Lynn Horn, Metropolitan's manager of the Southern California Water Forum, said the interdisciplinary program will bring together students from academic applications ranging from international studies, urban planning and political science to civil engineering, economics and environmental sciences. "To qualify, these student teams must design a rendering or prototype of a technology or process that improves water-use efficiency," Horn said. "They also must develop a business plan that includes a budget and timeline, as well as addresses the environmental, financial, societal and public policy implications of their proposal."

This year's competition is getting underway as water agencies throughout Southern California plan to deal with continuing record dry conditions and potential water shortages in 2008 and

beyond. Metropolitan board Chairman Timothy F. Brick noted that the World Water Forum's principles were consistent with the district's current advertising campaign emphasizing, "It's Time to Get Serious."



"In that same serious manner, we're looking for students participating in the World Water Forum to propose ways to develop new conservation technology prototypes to save water," Brick said. "We are also looking for them to develop new approaches and policies that challenge people to think about using or allocating water differently, and to create new, innovative ways to communicate and educate people about ways to access, clean, use and save water in their everyday lives."

The United Nations estimates that more than one billion people worldwide do not have sustainable access to safe drinking water, and 2.6 billion do not have access to adequate sanitation. In response, the U.N.'s General Assembly has proclaimed 2005-2015 as the International Decade for Action, "Water for Life," which includes a commitment by all 191-member nations to reduce the proportion of people unable to reach or afford safe drinking water by half.

"A third of the world's population lives in water-stressed countries. By 2025, this is expected to rise to two-thirds. However, there is more than enough water available, in total, to meet every one's basic needs," said Vanessa Tobin, deputy director of UNICEF's water, environment and sanitation program division. "It is recommended that people need a minimum of 40 liters of water a day for drinking, washing, cooking and sanitation, but we measure minimum standards based

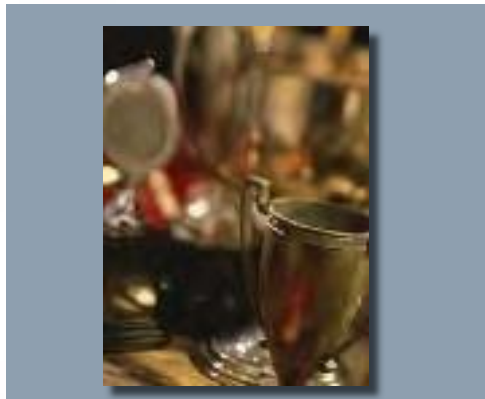
See **Record Dry Year** . . . Page 7

Annual Meeting and Awards Luncheon

By Steve Milewski, PE., MLAB Treasurer

The big shiny ball didn't drop and there were a few people short of the million that Times Square draws, but the MLAB Annual Meeting and Awards Luncheon did have the feel of a New Year's Eve celebration as Branch Officers reflected on the accomplishments of the previous year and looked forward to the coming year. The meeting marked the end of ASCE's fiscal year and included a recap of the Branch's accomplishments along with recognition of the best local civil engineers and civil engineering projects.

After some informal mingling, current President Karen Sepulveda welcomed everyone and introduced the MLAB Board Members. Karen then turned the meeting over to outgoing President Cung Nguyen for the presentation of the 2006/07 President's Report. Cung highlighted the Branch's accomplishment including sending representatives to the ASCE Annual Conference in Chicago, the Infrastructure Symposium and Legislative Fly-In in Sacramento, and the Region 8 and 9's Workshop for Section and Branch Leaders in Washington. The Branch also held a series of luncheons throughout the year with guest speakers addressing a variety of civil engineering topics. Cung seemed most proud of the Branch's work with the future engineers as \$4,500 worth of scholarships were given out to deserving area college students, and the City of Los Angeles Bureau of Engineering continued work with Los Angeles Unified High School students on a bridge building competition of which MLAB is a partner.



Next up was the Treasurer's report where the precise amount spent on stamps was noted. Thankfully, no further questions were asked regarding excessive accounting details. Section Secretary, Jay Higgins, afterward made up for the lack of poignant questions.

Awards Committee Chairmen Hector Boras capped off the event with the presentation of the 2006-07 Award from MLAB. Deserving award winners in the following categories were:

Outstanding Government Civil Engineering Project

Greater LA County Regional Water Management Plan (IRWMP), Collaborative effort of hundreds of organizations
Technical Excellence

Solid Waste Information Management System (SWIMS), County of Los Angeles Department of Public Works

Outstanding Public/Private Sector Civil Engineering Project

Intelligent Transportation Management System, City of Santa Clarita

Outstanding Younger Civil Engineer

Julia Moye, City of Los Angeles Bureau of Engineering

Outstanding Civil Engineer in Government

Hector J. Bordas, County of Los Angeles Department of Public Works

Outstanding Civil Engineer in Private Sector

Michael Drennan, with Brown and Caldwell during the award period and currently with Michael Drennan Associates, Inc.

Randomly selected ASCE member John Burton who had put his business card in the door prize fishbowl won a Starbucks gift card. Keep those outstanding projects and coworkers in mind for nomination for the 2007-08 awards. Don't be shy as self-nominations are also accepted.

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ASCE National Conference Recap

By Serge Haddad, P.E., MLAB Vice President

The 2007 ASCE National Conference in Orlando, Florida was attended by approximately 35 members from the greater Los Angeles area. The national conference was held November 1st – 3rd and its theme was “Infrastructure for all Generations”.

I flew into Orlando on Wednesday morning to attend pre-conference meetings with the Committee of Younger Members. It was my first time in Florida. Orlando is a city that is in stark contrast to Los Angeles. Large open green spaces, clear skies, wet weather and relatively little traffic are the major differences between the two cities. Disney, however, helps bridge the two cities. Walt Disney World employs 68,000 Orlando residents and influenced much of the business in the area similar to our neighbors in Orange County.

The majority of my Los Angeles colleagues flew in on Wednesday night to attend a variety of

preparedness.

I concluded the night by joining the Los Angeles group for our traditional private dinner. Over 30 members from the LA Section dined together at the hotel’s Outback Steakhouse. It was an opportunity for the many members of the section to meet one another. The vast size of Los Angeles makes it difficult for the membership to meet up. Any opportunity to network is a positive way to build stronger ties among all the branches.

On Friday, I joined the hundreds of ASCE attendants in the five presentations for the day. Four sessions focused on Planned Growth, Transportation, Everglades, and the Infrastructure of Space. One presentation was the most memorable. The speaker was the author of “The Why Café”. This book, he explained, challenges the reader to set five difficult goals and align the actions in their life to achieving those goals. He challenged us to set five great goals for our life and name them “The Big Five for Life”.



events. Thursday’s events were divided

among all categories of ASCE membership. I joined the Younger Members in attending two symposiums: the Daniel W. Mead essay and a symposium to enhance Leadership skills. The Mead presentation was centered on the controversial issue of “imminent domain.” The topic became the catalyst for a number of discussions on either side of the issue. Some attendants expressed interest in making the Mead presentation into a debate instead of a presentation.

The Society hosted a number of other beneficial symposiums for professionals that happened simultaneously. A popular symposium with the attendants was “Sustainability, Hurricanes and Insurance”. Other events on that day included scheduled speakers who discussed Building Water Infrastructure for Sustainable Development, Ethics and Emergency

On Saturday morning, the Society conducted their annual Business meeting. A number of awards were handed out by President Bill Marcusson who soon after turned the Presidential responsibilities over to new ASCE President, David Mongan. David Mongan outlined his commitment to the Society and set forth his goals for the year. It was an insightful experience to hear the perspectives of each President.

A joint student and YMF meeting was held after the induction ceremony. This event gave me the opportunity to bond with students and other younger members. I learned to expand my knowledge outside of engineering by reading leadership and management books.

The 138th National ASCE Conference will be held in Pittsburgh, PA from November 6-8. I look forward to attending and I hope we have an even larger representation from the Los Angeles section next year.

Government Affairs Committee Report

By Richard G. Little, AICP-Director, USC

MLAB's Government Affairs Committee supports the efforts of USC's Keston Institute in these discussions appraising the events this past year related to the State's infrastructure bonds.

Panel Calls for Improvement in Spending Infrastructure Bonds

Local, regional, state, and national infrastructure and policy experts gathered at the University of Southern California on November 8 for a roundtable discussion titled, "One Year Later – Progress Appraisal of the 2006 Infrastructure Bonds," hosted by The Keston Institute for Public Finance and Infrastructure Policy. The event provided a public forum for discussion of what has occurred one year after California voters overwhelmingly approved over \$42 billion in general obligation bonds to fund transportation, food protection, school construction, housing, and water supply protection.

Paul Rosenstiel, Deputy Treasurer of the State of California opened up the panel discussion with a primer on the process of how the bonds process works and what happens after voter approval. Joining Deputy Treasurer Rosenstiel on the panel were: Kerry Cartwright – Director

of Goods Movement, Port of Los Angeles; Tony V. Harris, PE – Executive Vice President, Planning Company Associates, Inc.; Chris Westlake – Deputy Director for the Division of Financial Assistance, California Department of Housing & Community Development; Lee Harrington – Vice Chairman, Los Angeles County Economic Development Authority and Southern California Leadership Council and Brian Thomas – Chief Financial Officer, Metropolitan Water District of Southern California.

"I think we need to have a bigger discussion in Sacramento on how we're going to invest in infrastructure," Rosenstiel said, citing three main issues. "How we're going to pay for it beyond General Obligation bonds, how we can better utilize infrastructure so we don't need as much, and looking into improved project efficiency." These ideas were echoed by the panelists, who also called for meaningful performance measures, more transparency, and diversity in funding sources including public-private partnerships.

Record Dry Run . . . from Page 4

upon providing 20 liters per day. Still, more than a billion people are lacking access to even that basic amount," Tobin said.

The Southern California World Water Forum program will award \$10,000 grants to as many as 18 college teams to research, develop and communicate water-use efficiency technology that can be employed cost-effectively in water-stressed regions, locally or internationally. Grant proposals are due by to Metropolitan by Dec. 14. Program co-sponsors include Metropolitan; United States Bureau of Reclamation; the Sanitation Districts of Los Angeles County; the Los Angeles Chapter of the American Society of Civil Engineers; and Water for People.



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New ASCE MLAB Members

Acosta	Roxanne	Hernandez	Eduardo
Agahi	Arrash	Hernandez	Shirley
Aguilar	Jasper	Hershberg	Mark
Alarcon	Christian	Hickey	Katie
Alvarez	Veronica	Hohensee	Phillip
Atienza	Joseph	Howlader	Mohammed
Au	Jason	Jain	Sahil
Aung	Lily	Janer	Jonathan
Baad	Katherine	Jimenez	Aielo
Barrales	Luis	Jin	Kang (Joseph)
Beall	Rick Le Vern	Kalsi	Kamalpreet
Beckstrom	Katherine	Kassis	Natali
Berokoff	Daniel	Kim	HanSang
Boardman	Robert	Kim	William
Bremser	Susan	Kinoshita	Alicia
Bustos	Amanda	Kwan	Justin
Burton	James	Kwiter	George
Cardenas	Oskar	Lagua	Michael
Carey	Sara	Lam	Lap Kei Peter
Carrillo	Emigdio	Lamson	Brittany
Carrillo	Jesus	Landon	Jessica
Casillas	Rafael	Lara	Lisett
Castro	Arturo	Lemnitzer	Anne
Catano	John	Letz	Damon
Chang	Frankie	Lin	Dong
Chelade	Jp	Lind	Alison
Chen	Guozhong	Lipio	Jonathan Paul
Cheung	Yiu	Liu	Bryan
Ching	Hamilton	Lopez	David
Cho	Austin	Luis	Molina
Clerk	Adilia	Luis	Teddy
Copp	David	Luong	William
Crisp	Spencer	Madambakkena	Paul
Culley	Steve	Maher	Alex
Cummins	Ryan	Marjanian	Seta
Diaz	Juan	Marroquin	Jesse
DeGuzman	Troy	Martino	Viridiana
Dejeronimo	Marco	Mattis	Edita
DeLuna	Bryan	Mauricio	Omar
Edwards	Geoffrey	Maya	Roberto
Ellingsen	Erik	Medina	Juan
Enriquez	Josue	Mendez	Javier
Estrada	Virgina	Mendoza	Kristoffer
Farm	Tommy	Mendoza	Pawl
Flores	Edgar	Mino	Trevor
Garciasalas	Byron	Miranda	Mario
Garnic	Christopher	Moeini	Soheil
Gogus	Aysegul	Molina	Iris
Gonzales	Jeanette	Moring	Max
Gonzaga	Juan	Naismith	Sean
Gouveia	Mario	Nelson	Matthew
Granados	David	Nelson	Sarah
Gregson	Stephen	Ng	Alicia



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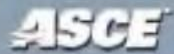
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Ng	Raymond	Sadozai	Abdullah
Nguyen	Tri	Sakevitz	Joseph
Ni	Zhang Yuan	Salas	Antonio
Norton	Christopher	Saldivar-Lopez	Reynaldo
Nyberg	Shanna	Sanchez	Jose
Pacheco	Francisco	Santos	Mauricio
Pal	Jeremy	Satidkit	Tanat
Pang	Hector	Schlueter	Lindsey
Parga	Lisandra	Schwartz	Aaron
Parisa	Navidpoor	Serna	Hugo
Park	MiHyun	Sim	Youn
Patel	Arpita	Simpson	Michael
Perez	Angie	Stahl	Patrick
Perez	Jessica	Steele	Alex
Perez	Sergio	Stevens	Adam
Persaud	Amar	Stipe	Brandon
Petro	Guillermo	Strumpf	Robyn
Phung	Dennis	Suk	James
Pineda	Salvador	Sunga	Mariti
Poudyal	Sudarshan	Tan	Jocelyn
Pradillo	Agustin	Tang	Danny
Prince	Scott	Thomas	Veronica
Pulido	Jose	Tiwana	Simran
Reyes	Desi	Tran	Diana
Rez	Mustafa	Tran	Tan
Rios	Jesus	Tran	Timmy
Rodriguez	Erwin	Ushijinia	Timothy
Rodriguez	Jose	Valencia	Josefino
Rodriguez	Noemi	Wang	Jian
Rodriguez	Ruben	Woodhouse	Eric
Rodriguez	Wendy	Yang	John
Rokicki	Curtis	Yeck	Elvin
Rosenfield	Eric	Yen	Renie
Ruiz	Jahayra	Yu	Allen



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<input type="checkbox"/> Affairs	<input type="checkbox"/> Newsletter	<input type="checkbox"/> Public information	<input type="checkbox"/> Technical Groups

Name _____

Phone _____

E-Mail _____

Fax: _____

If you are interested in serving on a Metropolitan Los Angeles Branch committee, please check the appropriate box, fill in necessary information below, and return to: **Karen Sepulveda, President, MLAB**

Work: 818-309-9649 Fax: 818-840-0651 E-mail: kar@sepulvedas.net

January 2008

- 24-27 Annual Trip to Mammoth
- 28 PE Review Course . . . 6:30 PM
1149 South Broadway, Los Angeles CA 90015
- 29 MLAB Luncheon Meeting . . . 11:30 AM
OMNI Hotel, Los Angeles
Guest Speaker - Gary Moore, City Engineer, City of Los Angeles
- 30 PE Review Course . . . 6:30 PM
1149 South Broadway, Los Angeles CA 90015

February 2008

- 3 MLAB Biannual Soccer Tournament
For information contact Cody Biggs CBiggs@hfinc.com
- 4 PE Review Course . . . 6:30 PM
1149 South Broadway, Los Angeles CA 90015
- 6 PE Review Course . . . 6:30 PM
1149 South Broadway, Los Angeles CA 90015
- 8-9 2008 Regions 8 & 9 Workshop for Section and Branch Leaders Las Vegas, NV
- 11 PE Review Course . . . 6:30 PM
1149 South Broadway, Los Angeles CA 90015
- 12 MLAB YME Board Meeting . . . 6:30 PM
1149 South Broadway, Los Angeles CA 90015

Forensic Technical Group Meeting/Technical Presentation... 6:30 PM
Marriott Airport, Long Beach
- 13 PE Review Course . . . 6:30 PM
1149 South Broadway, Los Angeles CA 90015
- 18 PE Review Course . . . 6:30 PM
1149 South Broadway, Los Angeles CA 90015



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Calendar of Upcoming Events (cont'd)

- 19 Region 9 Symposium
Sacramento, CA
- 20 Sacramento Legislative Day
Sacramento, CA
MLAB Monthly Meeting . . . 5:30 PM
1149 South Broadway, Los Angeles CA 90015
PE Review Course . . . 6:30 PM
1149 South Broadway, Los Angeles CA 90015
- 22 Popsicle Bridge Course
UCI, Irvine CA
- 25 PE Review Course . . . 6:30 PM
1149 South Broadway, Los Angeles CA 90015
- 27 PE Review Course . . . 6:30 PM
1149 South Broadway, Los Angeles CA 90015

March 2008

- Branch's Bi-monthly Luncheon TBD
- 3 PE Review Course . . . 6:30 PM
1149 South Broadway, Los Angeles CA 90015
- 5 PE Review Course . . . 6:30 PM
1149 South Broadway, Los Angeles CA 90015
- 5-6 Congressional Fly-in Day
Washington, DC
- 10 PE Review Course . . . 6:30 PM
1149 South Broadway, Los Angeles CA 90015
- 11 MLAB YMF Board Meeting . . . 6:30 PM
1149 South Broadway, Los Angeles CA 90015
- 12 PE Review Course . . . 6:30 PM
1149 South Broadway, Los Angeles CA 90015
- 19 MLAB Monthly Meeting . . . 5:30 PM
1149 South Broadway, Los Angeles CA 90015

For a complete listing of seminars, please go to <http://www.asce.org/conted/seminars/>

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Disaster Training

Classes are being organized for volunteers to help in the event of major disasters under the auspices of the State of California, Office of Emergency Services (OES). Classes will be held in alternate ASCE Branch areas when there are sufficient requests. Qualified individuals are California Registered Civil, Structural, Geotechnical, Certified engineering Geologists, or Architects. If you are interested in attending a class please contact the ASCE Disaster Preparedness Committee Chair man. The class lasts 5-6 hrs. and the cost is \$15. Classes are mid-week and start at 9 or 10 am.

To register for the class, submit your name along with your telephone number, fax number, e-mail address, and zip code. You will be contacted when 10 or more requests a class. The maximum number in a class should not exceed 20.

If your branch or firm would like to offer the use of its facilities for a class, please register and provide the contact person, phone, fax, and e-mail. You will be contacted to make arrangements. All of our classes have been held at a private firm or governmental office. The class should have at least 10 and not more than about 20.

Thank you for your support of the American Society of Civil Engineers

Jack W. Rolston, Chair, Disaster Preparedness Committee, LA Section, ASCE
(tel.) 813-345-9199 . . . (fax) 818-345-5283

Announcement of First Dinner Meeting of 2008

Forensic Engineering Technical Group
ASCE Los Angeles Metro Branch

Expectations of an Expert Witness

Guest Speaker:

Charles Harris, Esq. of Lewis, Brisbois, Bisgaard & Smith LLP

Date:

February 12, 2008 at 6:30 pm.

Location:

LongBeachMarriott
4700 Airport Plaza Drive, Long Beach, CA 90815



For more details and reservation please contact Steve Helfrich at schfun@aol.com or visit the group's newly re-launched website at www.asce-forensics.org



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Classified



City of Laguna Beach

Associate Civil Engineer

\$5,640 - \$7,935/monthly plus 5% for civil engineering registration and City paid PERS 2% at 55 formula. Consideration of an enhanced retirement formula is underway.

The City of Laguna Beach has an immediate opening in the Engineering Division of the Public Works Department. The Associate Engineer will work independently in managing design consultants and construction contractors for a broad range of public works projects, including streets, storm drains, beach facilities, parks and public facilities. Duties include management of design, survey, geotechnical and environmental consultants, technical review of plans and specifications, inter-agency coordination, public relations, budget monitoring, project bidding and administration of construction contracts. The Associate Engineer also conducts presentations at public meetings, interacts with community members and oversees/inspects the work of others, including department staff.

Minimum Requirements: equivalent to a Bachelor's degree from an accredited college or university with major course work in civil engineering or construction management and four years of civil engineering experience. This professional work experience must include at least 3 years working on the design or administration of public works projects. Possession of current registration as a Civil Engineer in the State of California and experience with AutoCAD or ArcView is desirable. A valid California Driver's License is required.

Application/Resume Submission: Applications and accompanying resumes will be accepted until **5:00 p.m., Monday, April 30, 2007** Submit to: City of Laguna Beach Personnel Office, 505 Forest Avenue, Laguna Beach, CA 92651. **More detailed position and benefits information** and City applications can be accessed at www.lagunabeachcity.net (949) 497-0730. An email version of our application can be obtained by contacting bsalvini@lagunabeachcity.net.

Classified

Graduate Engineer - Structural Engineering Services Group

Current Opportunities in All Offices

Minimum Qualifications:

Master of Science in Civil Engineering with structural emphasis
Engineer in Training (EIT) preferred

Position:

We seek well prepared graduates of top engineering schools to start and build their career at Walter P. Moore. As a graduate engineer, you will participate on project teams for architectural projects of all types, including commercial, sports, healthcare, and public assembly buildings. You will participate in our in-house staff development program.

A sound technical background and enthusiasm for the challenges of designing great structures are required. All qualified candidates should be available to begin work in the United States within two weeks.

Qualified candidates should submit a cover letter and resume via email to: careers@walterpmoore.com or fax "HR" 713-630-7386.

Walter P. Moore is an equal opportunity employer.

CAD Technician - Structural Engineering Services Group

Qualifications:

High School Diploma
Associates Degree - Drafting Technology
Minimum 3-5 years AutoCAD experience
Proficiency in AutoCAD 2004+

Position:

Walter P. Moore, a national structural engineering firm celebrating its 75th anniversary in 2006, is looking for the right individuals to join its Los Angeles office in the role of CAD Technician. This individual will be responsible for preparation of construction documents for structural drawings and details on a variety of large commercial projects. In this position, the individual will be required to work closely with a team of Structural Engineers and other CAD Technicians. Previous experience in the structural engineering field and a can-do attitude are crucial.

Walter P. Moore provides all of its employees with a competitive compensation and benefits package.

Please send your resume with a letter of interest to careers@walterpmoore.com.

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Metropolitan
Los Angeles
Branch



American Society
of Civil Engineers

Membership Information

National Membership Rates (Please verify rates and grades at <http://www.asce.org/membership>).

Student:	Free
Associate Member:	\$50 year of baccalaureate degree and first year after, then incremental increase to \$180 over five years
Member:	\$180 annually
Affiliate Member:	\$180 annually
Fellow:	\$215 annually
Section (Branch) Dues:	\$45/year

(1) National ASCE Student Membership is FREE! Contact your Student Chapter leaders or Faculty Advisor for additional information.

(2) Online membership renewal available, go to www.asce.org/renewal. For non-members, dues for MLAB Newsletter only \$45/year.

Please contact the Membership Chair for application forms, change of address and additional information. To update your information online, go to www.asce.org/myprofile.

For questions on national ASCE membership contact member@asce.org.

Advertising Rates

All advertising fees fund Branch Student Scholarships.

Business Card:

\$20/individual issue or \$100/6 issues

-Please send all business card Ads to the Newsletter Editor.

-Scanned business cards may be e-mailed to the editor at: andy.g.duong@hdtinc.com.

-Cards are due by the 15th of each month.

-Please send all checks (made payable to "ASCE Metropolitan Los Angeles Branch") to the Branch Newsletter Editor.

Job Listing:

Please forward job listing to the editor through e-mail to: jpark@tecolote.com

Full Page: \$150/issue

Half Page: \$100/issue

Newsletter – Louisiana Section

1. Section/Branch	Louisiana Section
2. Section/Branch Size	Medium
3. Project Contact	
Name	Patrick Landry, PE
Phone Number	(337) 482-0680
Email	Patrick.Landry@la.gov
4. Project Category	Communication
5. Project Description	
6. The Process (What you did, When and How)	We publish a quarterly newsletter to present the Section’s news to our membership.
7. Those in Charge (Committee, Task Committee, Etc.)	Publications Committee. The President Elect serves as the Chairman. The Vice President serves on the committee to insure smooth transitions between ASCE years. A representative from each Branch also serves to assist with obtaining articles, editing and ad revenues. We also have an Editor that assists with the compilation and interactions with our printer.
8. Time Frame (When Started, When Completed)	On-going with the new President Elect responsible for the November issue every year.
9. Success Factors (The Parts that Worked Really Well)	Having the Vice President sit on the committee greatly decreased the learning curve and the stress associated with taking over the journal.
10. Setback Factors (The Parts that did Not Work Well)	The ad revenues should all be for the same time period and expire on the same journal issue. We had quite a time keeping track of the renewals.
11. Creativity (This is something off the wall that we did)	
12. Administration (What was most Important?)	A well-organized committee greatly aids the collection of articles that is of interest to the entire Section, which in our case represents the entire State of Louisiana.
13. Follow-Up (What was most important?)	Give your authors a stated deadline and provide regular reminders.

14. Recommendations (What you should ALWAYS do with this project?)	Planning
15. Cautions (What you should NEVER do with this project?)	Think that things will work themselves out or people will remember your deadlines.
16. The Outcome	An award-winning newsletter/journal.
17. Ongoing Activity (Would you do it again?)	
18. Speaker Contact Information (person from your Region who would be willing to speak about the Best Practice)	
Name	
Address	
Phone Number	
Email	
19. Additional Comments	Our <u>Louisiana Civil Engineer Journal</u> won the Outstanding Newsletter Award for Large Sections/Branches. It is a black and white (grey tone) magazine on glossy paper. We try to make the LCE Journal something that our membership finds interesting, while limiting our advertisements to what is needed to defray most of the publishing costs.

Website – Baton Rouge Branch

1. Section/Branch	Louisiana Section, Baton Rouge Branch
2. Section/Branch Size	Medium
3. Project Contact	
Name	Joey Coco, P.E.
Phone Number	(225) 246-8206
Email	jcoco@forteandtablada.com
4. Project Category	Communication
5. Project Description	The project involved implementation of a content manager to our Branch website. The content manager allows the Branch to readily update our website to keep it as current as possible. An “e-newsletter generator” was created as part of our website to basically capture content from our website homepage and compile the content with other pertinent information or sections of the website such as board member contact information, sponsors, etc.
6. The Process (What you did, When and How)	Contacted our website and IT provider with the idea.
7. Those in Charge (Committee, Task Committee, Etc.)	Branch Director and Branch President.
8. Time Frame (When Started, When Completed)	3 months
9. Success Factors (The Parts that Worked Really Well)	
10. Setback Factors (The Parts that did Not Work Well)	
11. Creativity (This is something off the wall that we did)	
12. Administration (What was most Important?)	
13. Follow-Up (What was most	

important?)	
14. Recommendations (What you should ALWAYS do with this project?)	Provide clear direction to your IT provider on the desired product. Make sure the desired product is easy to use. Otherwise it won't be sustainable by board members with little time to devote to maintenance of content.
15. Cautions (What you should NEVER do with this project?)	
16. The Outcome	An easy to maintain website that is updated quarterly, with the recently updated content auto populated to create an electronic newsletter. Effort is not duplicated in updating a website and then having to generate the same content in the form of a newsletter -consolidation of effort. Furthermore, a central brand "theme" or "image" is developed from the e-newsletter having the same look or feel as the familiar website.
17. Ongoing Activity (Would you do it again?)	
18. Speaker Contact Information (person from your Region who would be willing to speak about the Best Practice)	
Name	
Address	
Phone Number	
Email	
19. Additional Comments	One main reason for doing this project was to find an inexpensive way to get content to our membership. We noticed that few people visited our website. Instead of doing nothing, we chose to push the web content to our membership through this e-newsletter mechanism.

Website – Metropolitan Section

1. Section/Branch	Metropolitan Section
2. Section/Branch Size	Very Large
3. Project Contact	
Name	Erik Metzger
Phone Number	(212) 857-7351
Email	emetzger@vhb.com
4. Project Category	Communication
5. Project Description	Development of a new website for the Section using the Joomla! Content Management System (CMS).
6. The Process (What you did, When and How)	We retained the services of a website consultant to assist us in developing a new website. Our consultant walked us through the process of selecting the appropriate software, registering a domain name, exploring various design options, creating a beta test site, and adding a number of custom features such as a photo gallery and a job postings board.
7. Those in Charge (Committee, Task Committee, Etc.)	The Section has a Technology Committee that manages the website, listserv and eRoom. This committee was an appropriate group to lead the development of the website; consisting of approximately six members, it was small enough to reach a consensus in making decisions yet large enough so that there were plenty of ideas on how the site could be developed. Once the committee was comfortable with the site's design and content, a beta-test website was presented to other officers in the Section for testing and feedback.
8. Time Frame (When Started, When Completed)	The process of redesigning the website was started in May 2007. Beta testing began in November 2007 and the new website was officially launched in February 2008.
9. Success Factors (The Parts that Worked Really Well)	The CMS framework is extremely helpful as it allows each branch and technical group to have its own website account and the ability to post items and edit existing content to their respective areas. Members of the Technology Committee also have accounts that allow them to edit and manage website content. This greatly speeds up the process in which the website can be updated and allows multiple people to share the workload of keeping information accurate and up-to-date.
10. Setback Factors (The Parts that did Not Work Well)	We attempted to develop a process that would automatically create a PDF-based monthly newsletter based on the news articles and events posted to the website. We were unable to develop the programming required to do this and instead decided to redesign the format of the newsletter so it could be manually laid out with a minimal amount of effort, drawing content from the recent items that have been posted to the website.

11. Creativity (This is something off the wall that we did)	We felt that the event calendar was one of the most important parts of the website and selected a calendar plug-in module that had good integration capabilities. In addition to having a page with the overall event calendar, upcoming events are also shown on the front page of the website as well as the main page of each of the groups, dynamically displaying information from the main event calendar.
12. Administration (What was most important?)	Our Section has two branches and a number of technical groups. With new officers taking over each year, there is also turnover in the people assigned to update the website for their group. To facilitate the process to teaching new people how to use the website, we developed on-line tutorials that provide step-by-step instructions how to perform basic tasks such as adding events to the calendar, submitting news articles, and making edits to existing site content.
13. Follow-Up (What was most important?)	It's important to ensure that each of the groups within the Section contributes material so the overall website is kept up-to-date. Some groups contribute more than others, but we work with each of them and are flexible in the design of their areas of the website to meet their needs.
14. Recommendations (What you should ALWAYS do with this project?)	It's important to frequently add new content to the website (such as news articles) and keep information about future events up-to-date to encourage members to visit the website on a regular basis. Sending email messages and listserv announcements with links to the website is also another effective tool in increasing the number of visitors to the site.
15. Cautions (What you should NEVER do with this project?)	To launch a new website in a timely manner, you shouldn't try to include too many features in the initial release. Selecting a framework like Joomla! allows you to easily add new features in the future once the site is up and running.
16. The Outcome	Development of the new website also allowed our Section to switch over to an electronic (PDF-based) newsletter that resulted in a lot of savings in printing and mailing costs. In adding other enhancements to the website, we were also able to install a plug-in module that allowed us to use electronic balloting for elections and conduct membership surveys.
17. Ongoing Activity (Would you do it again?)	
18. Speaker Contact Information (person from your Region who would be willing to speak about the Best Practice)	
Name	
Address	
Phone Number	
Email	
19. Additional Comments	Visit www.ascemetsection.org to see the website.

Website – National Capital Section

1. Section/Branch	National Capital Section
2. Section/Branch Size	Very Large
3. Project Contact	
Name	Ranjit S. Sahai, P.E., F. ASCE
Phone Number	(703) 401-2715
Email	rsahai@ram-corp.com
4. Project Category	Communication
5. Project Description	Update the Section’s Website. ASCE National Capital Section (NCS) developed its initial website over a decade ago. Updating the Website was a laborious process as each page was hand coded in HTML. The management team at ASCE-NCS led by Mr. Fady Afif, PE, the 2009-2010 President, made a decision to update the organization’s Website with these key goals: (a) Make the website consistent with the look and feel of modern websites; (b) Provide the ability for authorized content creators to update the website; (c) Enable advanced website features such as Announcements, Image Rotators, Polls, Contacts, Job Board, Events, and other pre-programmed modules; (d) Deliver a platform that can accommodate customization and programming as needed.
6. The Process (What you did, When and How)	In the Fall of 2009, Fady Afif, the Section President 2009- 2010, successfully obtained support from the Section Board to work on this project. Ranjit had the technical knowledge and resources to deliver a low-cost solution. Following are the steps that led to the successful delivery of this project: (1) Implement a separate development site so the existing site stayed online during redesign effort; (2) Select and customize a professionally designed template and install chosen modules; (3) Integrate the completed template into the development site; (4) Conduct online training for authorized content creators; (5) Conduct online training for the webmaster(s); (6) Migrate content from the existing site to the new one under development; (7) Incorporate feedback on development site from NCS management team; (8) Move approved site from development to production; Provide ongoing hosting and server administration services.
7. Those in Charge (Committee, Task Committee, Etc.)	Fady Afif, Section President 2009-1010 and other Section Board members and the Section’s Younger Member Forum.
8. Time Frame (When Started, When Completed)	The core technical work on the project took a month to complete. Planning for obtaining board concurrence began in September 2009. The completed project was delivered in March 2010.

9. Success Factors (The Parts that Worked Really Well)	The RCare Site Content Management System powering the Website is very feature rich and simplifies content updates and enables dazzling features such as image rotators, news flash, weather module, RSS newsfeed module, and numerous others.
10. Setback Factors (The Parts that did Not Work Well)	Participation from most committee chairs so they can update their content from their own Committees proved more challenging than had been hoped.
11. Creativity (This is something off the wall that we did)	Engaged RCare Solutions, a technology services firm, to guide the entire Website Update process in a professional manner.
12. Administration (What was most Important?)	The Section Board's yearly planning meeting, the coordination between Section Board members and cooperation between the prior hosting provider and webmaster and the new one.
13. Follow-Up (What was most important?)	Online meetings, as needed for decision making and coordination between the Section Board (Fady), the development team (Ranjit), and Section members responsible for Website updates (YMF).
14. Recommendations (What you should ALWAYS do with this project?)	Commit to doing the project and then identify a capable technical resource and rely on their judgment to move and deliver the project.
15. Cautions (What you should NEVER do with this project?)	If the initiative is important, never let key decisions and needed coordination sessions linger too long else the project will likely fail.
16. The Outcome	Arguably the best Section website in the country.
17. Ongoing Activity (Would you do it again?)	
18. Speaker Contact Information (person from your Region who would be willing to speak about the Best Practice)	
Name	
Address	
Phone Number	
Email	
19. Additional Comments	This Best Practice includes the following attachment: 3. A case study of this project

RCare™ Site Dramatically Improves ASCE-NCS Member Satisfaction

With over 3,000 members, the National Capital Section (NCS) is the largest local chapter of the American Society of Civil Engineers, the nation's preeminent professional society for civil engineers. Established in 1916, NCS serves civil engineers in Washington, DC, Northern Virginia, and several counties in Maryland. Its mission is to advance civil engineering knowledge, advocate for civil engineers in matters of policy, and to improve our community through outreach.

Solution

The National Capital Section of the American Society of Civil Engineers dramatically improved member satisfaction by implementing the hosted **RCare™** Site solution from RAM Consulting Corporation to power its Website at <http://www.asce-ncs.org>.

Details



Dynamic Search

Interactive Drop-down Menus

News Flash

RSS Feeds

Professional Layout and Typography

Member Polls



CASE STUDY

National Capital Section of the American Society of Civil Engineers

Industry

Non-Profit

Solutions Deployed

RCare™ Site

Customer Challenges

- Content Updates Difficult
- Feedback Tools Lacking
- Look and Feel Outdated
- Site Navigation Archaic

Key Benefits

- CMS greatly simplifies process for updating content and enables distributed work flow
- Built-in modules enable news flash, event showcase, member polls, and photo gallery
- Aesthetically designed site template projects a professional brand image
- Interactive drop-down menus and carefully placed menu links greatly simplify site navigation



ASCE-NCS developed its initial website over a decade ago. The Website was primarily HTML-based and it took specialized knowledge to update and maintain content on it. The management team at ASCE-NCS led by Mr. Fady Afif, PE, the 2009-2010 President, made a decision to update the organization's Website. Following is a list of key goals the team set for the Website Update project:

- Make the website consistent with the look and feel of modern websites;
- Provide the ability for authorized content creators to update the website;
- Enable advanced website features such as Announcements, Image Rotators, Polls, Contacts, Job Board, Events, and other pre-programmed modules;
- Deliver a platform that can accommodate customization and programming as needed.

NCS conducts almost a dozen Section meetings, hosts an annual awards banquet, and runs over a dozen Committees focused on specialized civil engineering topics. It also has a vibrant Younger Member Forum and interacts with Civil Engineering departments at local universities. The goal of the Website Update project was to better serve its constituents.

After a competitive bidding process, NCS awarded the Website Update project to RAM because of its expertise in civil engineering and in providing professional IT services for the development of websites and intranets and in the development of custom applications for civil engineers on a variety of platforms. Because RAM had won numerous awards for its work on the Environmental Monitor's Toolkit, Quality Assurance Toolkit, Contract Tracking System, and the Integrated Design System initiative, the NCS management team felt that it could entrust this important project to the capable **RCare™ Solutions** folks at RAM Consulting Corporation.

Following are the steps that led to the successful delivery of this project:

- 1) Implement a separate development site so the existing site stayed online during redesign effort
- 2) Select and customize a professionally designed template and install chosen modules
- 3) Integrate the completed template into the development site
- 4) Conduct online training for authorized content creators
- 5) Conduct online training for the webmaster(s)
- 6) Migrate content from the existing site to the new one under development
- 7) Incorporate feedback on development site from NCS management team
- 8) Move approved site from development to production
- 9) Provide ongoing hosting and server administration services

At its 2010 annual banquet on April 20, 2010, NCS recognized RAM with a certificate of appreciation for an outstanding job of re-designing the Section's Website.

Newsletter – Orange County Branch

1. Section/Branch	Los Angeles Section, Orange County Branch
2. Section/Branch Size	Large
3. Project Contact	
Name	Ziad Y. Mazboudi, PE
Phone Number	(949) 234-4413
Email	zmazboudi@sanjuancapistrano.org
4. Project Category	Communication
5. Project Description	In order to provide members with a benefit of being ASCE members, I asked local civil engineering firms that have been in the branch area for a long time, to write an article about their firm and some of their achievements. This encouraged them to be part of our monthly newsletter and promoted their company.
6. The Process (What you did, When and How)	I started by contacting several of the companies that have been in Orange County the longest. I asked them to write an article about their company, some of their founding members, and some of their greatest achievements, including photos. I requested from them to submit the article in word format, provided them with a maximum length (one page), and asked them to submit the photos in jpg format. As the branch switched to a fully digital newsletter, the size became a non-issue, and companies were encouraged to make it interesting, including YouTube video links if they have a good video to include.
7. Those in Charge (Committee, Task Committee, Etc.)	The newsletter is the responsibility of the Secretary, however, as I became President, one of my goals was to attract companies to be more interested in the branch and its activities. By promoting the companies, they had more interest in having their members be more active. After the original set up, the secretary took over and now contacts the companies encouraging them to write.
8. Time Frame (When Started, When Completed)	This started in November 2010. It is an on-going project that provided interesting material to our members to read about.
9. Success Factors (The Parts that Worked Really Well)	Companies were really happy to share their success stories, their history in the area and some of their great projects.
10. Setback Factors (The Parts that did Not Work Well)	Companies were thinking of this as a free advertisement. It was in a sort, but they had to make the article interesting, and not just a static advertisement with a list of the type of projects they work on. When we received articles that were not really articles, we asked the companies to re-write their articles to make them more interesting to our members.
11. Creativity	Encouraged companies that just started to write about themselves. I

(This is something off the wall that we did)	figured that if they were courageous enough to start a new engineering firm in this bad economy, then ASCE OC will provide them with free promotion.
12. Administration (What was most Important?)	There was not much administration to do, except receiving the article in the proper format, and now that it is electronic, format became a non-issue.
13. Follow-Up (What was most important?)	Making sure we receive the article on time for the newsletter is crucial. Having multiple articles early on, provide one with a selection to choose from, and eliminate the need for waiting for last minute submittal.
14. Recommendations (What you should ALWAYS do with this project?)	Make sure that the articles are interesting and are not just a description of the type of projects the company works on.
15. Cautions (What you should NEVER do with this project?)	Charge money for it. This should be a way to help promote companies and members of the branch or the section. It should not be used as a way to raise funds. As companies realize that their local branch is helping them, they will hopefully remember it when the branch needs assistance in an event or a cause and would contribute financially to it.
16. The Outcome	Companies that have written articles have been very appreciative of the opportunity to do so, and some have asked to be part of our committees.
17. Ongoing Activity (Would you do it again?)	
18. Speaker Contact Information (person from your Region who would be willing to speak about the Best Practice)	
Name	
Address	
Phone Number	
Email	
19. Additional Comments	See website for a sample newsletter: www.asceoc.org

Membership Recruitment at WSDOT

1. Section/Branch	Tacoma-Olympia Section
2. Section/Branch Size	Large
3. Project Contact	
Name	Ms. Bernie Sison
Phone Number	(306) 870-4051
Email	bernieasce@gmail.com
4. Project Category	Membership Recruitment
5. Project Description	The Tacoma-Olympia (TO) Section started a recruitment campaign for new ASCE members from the Washington State Department of Transportation (WSDOT) through coordination with the WSDOT Chief Engineer. The initial contact was followed by a presentation at WSDOT to demonstrate the value of ASCE membership.
6. The Process (What you did, When and How)	<p>The TO Section published an article in their January 2020 newsletter reaching out to engineering companies and government agencies offering to discuss ways that ASCE can assist with training, leadership development, advocacy and recruitment. Roger Millar, the WSDOT Secretary of Transportation and ASCE Board of Direction At-Large Director, made WSDOT Chief Engineer Kevin Dayton aware of the article and suggested a meeting between the WSDOT Regional Administrators and ASCE to discuss engaging WSDOT more in ASCE activities.</p> <p>Mr. Dayton reached out to Bernie Sison, TO Section President, to have ASCE share on the advantages of ASCE membership with their employees. He planned to convene a meeting with the six Regional Administrators (RAs) on March 4 in Olympia, WA so that date would be a convenient opportunity. Sharing with the RAs would engage WSDOT with ASCE on a state-wide basis.</p> <p>Ms. Sison and Tom Szymoniak, TO Section President-Elect, reached out to their assigned Region 8 Governor Fred Nelson and Society Director from Region 8 Tony Lau for assistance with the presentation to WSDOT. It was determined that Mr. Lau would assist on behalf of Region 8.</p> <p>On January 30, a kick-off call was held between WSDOT and ASCE. The meeting discussed logistics for the March 4 meeting and the details of what WSDOT would like to know about ASCE.</p> <p>Over the month leading up to the meeting, several coordination calls were held to develop a theme for the presentation, an outline based on the theme and the recruitment of other presenters. The theme was “The Value of Membership”. The presentation focused on an ASCE Overview and Why ASCE for WSDOT.</p>

The ASCE Overview provided some historical background on the Society, its Mission and Purpose and what ASCE structure is within Region 8 and more importantly within Washington state in relation to the WSDOT Regional offices. Because we learned that WSDOT was interested in professional and technical development of their younger engineers, we included how the Younger Member Groups and Student Chapters fit within the organization.

The Why ASCE for WSDOT focused on Tools and Resources, Professional Development, Networking, Younger Member Benefits, and Advocacy. We wanted to balance the benefits that new members from WSDOT would receive and appeal to their sense of wanting to be part of the profession. We concluded with personal testimony for all the presenters on how ASCE impacted their careers followed by a question and answer session.

In addition to Ms. Sison, Mr. Szymoniak and Mr. Lau, the group recruited Mohammed Khan, TO Section YMF Co-Chair, Romulos Ragudos, Seattle Section YMF President, and Jason Fairhurst, TO Section scholarship recipient and student at St. Martin’s University. The presentation utilized slides from past TO Section, Region Director, Society membership presentations as well as new tailored slides.

The 60-minute presentation was held on March 3, 2020 at the WSDOT offices in Olympia, WA. The presenters met two-hours prior to review the presentation and logistics. Mr. Dayton and a number of the RAs expressed a strong interest in having their young engineers sign up for ASCE membership. Recruitment material was left behind.

The TO Section was planning to follow up with WSDOT shortly after the meeting but the COVID-19 pandemic interfered with initial plans. Follow up calls with Mr. Dayton are pending.

<p>7. Those in Charge (Committee, Task Committee, Etc.)</p>	<p>Bernie Sison, TO Section President, and Tom Szymoniak, TO Section President-Elect, with support from Tony Lau, Society Director from Region 8.</p>
<p>8. Time Frame (When Started, When Completed)</p>	<p>January 2020 to March 2020</p>
<p>9. Success Factors (The Parts that Worked Really Well)</p>	<p>The overall coordination between the TO Section, the TO Section YMF, the Seattle Section YMF and Region 8 worked well despite the time zone differences. We were able to development the presentation through a simple conference call. If MS Teams was more readily available, that would have been a good tool to use in the development of the presentation.</p> <p>Coordination with WSDOT worked well due to their openness and receptiveness to the presentation. WSDOT saw the value of ASCE based on limited knowledge and the presentation reinforced their initial belief.</p>
<p>10. Setback Factors (The Parts that did Not Work Well)</p>	<p>COVID-19 pandemic restrictions prevented an immediate follow-up with WSDOT.</p>

11. Creativity (This is something off the wall that we did)	The entire presentation was verbalized by selected individuals but we ensured that all ASCE representatives at the meeting provided a personal testimonial of what ASCE has meant to their careers. We ensured that the ASCE representatives were a diverse group to represent the various areas of ASCE that WSDOT expressed an interest in. We believe the personal testimonials left an impact on the audience.
12. Administration (What was most Important?)	<p>Research details about the audience prior to the presentation. What do they want to know from our presentation? Ensure that the presentation is tailored towards that. DO NOT use a “canned” presentation without tailoring it for the audience.</p> <p>Find out details about the venue. Do you need to bring a projector or a screen? Do you need to bring a laptop? Do you need a slide advancing remote? What is the seating set up (e.g. classroom, U-shaped, long table, etc)? Where the presenting group would be standing or sitting? Be organized and courteous at the meeting. Consider distributing a leave behind document that will help with their decision making after the presentation.</p>
13. Follow-Up (What was most important?)	Important to follow up to ensure momentum is not lost. Offer to help with step-by-step membership registration, if necessary.
14. Recommendations (What you should ALWAYS do with this project?)	<p>Understand the audience and tailor the presentation towards their needs. Ask them what they want to know.</p> <p>Practice the presentation out loud to smooth out transitions between speakers and to ensure you can complete it within the time allotted. Practice in front of a third party to identify any gaps from a different perspective.</p> <p>Follow up after the presentation.</p>
15. Cautions (What you should NEVER do with this project?)	<p>Do not use a “canned” presentation.</p> <p>Do not read the text on the slides. You want the audience to focus on what you are saying rather than reading the slides.</p>
16. The Outcome	WSDOT indicated that they plan sponsor ASCE members for selected younger engineers. TO Section is in the process of following up to find out how many.
17. Ongoing Activity (Would you do it again?)	Yes definitely.
18. Speaker Contact Information (person from your Region who would be willing to speak about the Best Practice)	
Name	Ms. Bernie Sison
Address	
Phone Number	(306) 870-4051

Email bernieasce@gmail.com

**19. Additional
Comments**

Attached are the presentation slides and outline.

6/25/2020



1



2

Introductions



Tony Lau, PE,
ENV SP, F, ASCE,
Society Director,
Region 8



Romulos Ragudos,
EIT, AM, ASCE,
President,
Seattle Section
Younger Member
Forum



Bernie Sison, PE,
M, ASCE,
President,
Tacoma-Olympia
Section



Mohammad Khan,
EIT, AM, ASCE,
Co-Chair,
Tacoma-Olympia
Section Younger
Member Forum



Tom Szymoniak,
PE, M, ASCE,
President-Elect,
Tacoma-Olympia
Section



Jason Fairhurst,
SM, ASCE,
Tacoma-Olympia
Section Younger
Member Forum





3

3

ASCE History

- ▶ Founded on November 5, 1852 in New York City
- ▶ Originally named the American Society of Civil Engineers and Architects
- ▶ James Laurie was the first President



4

4

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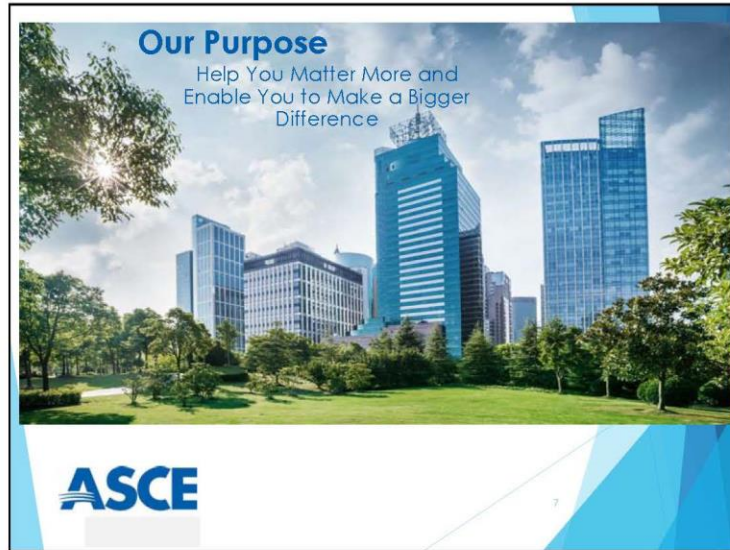


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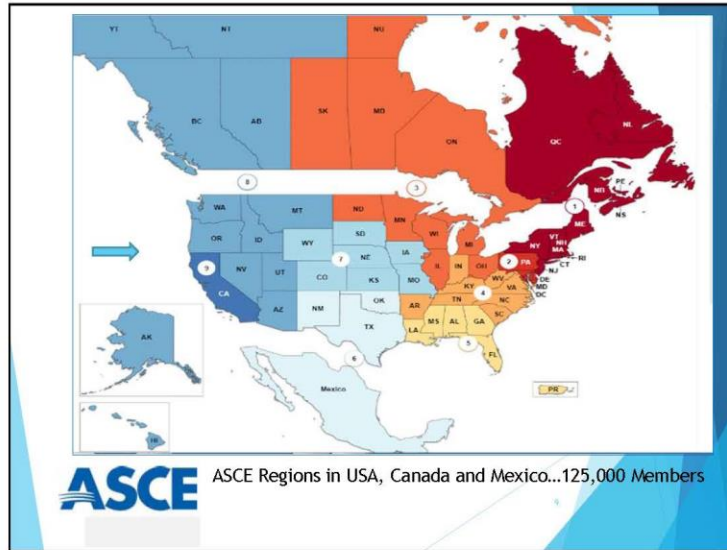


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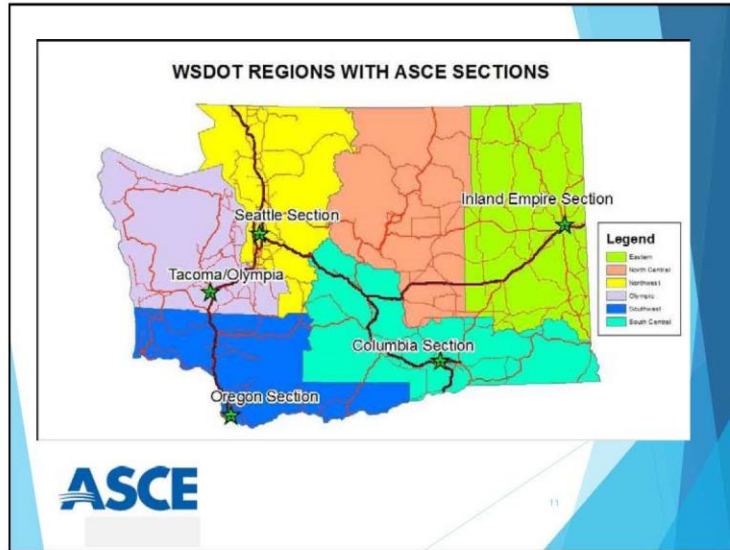
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9



10



11

Younger Member Groups

- ▶ Civil Engineers <35 years of age
- ▶ What do we do?
 - ▶ Help transition Students into the Professions
 - ▶ Build your Professional Network
 - ▶ Provide Soft and Technical skills to help benefit young professionals




ASCE

12

Student Chapters

- ▶ Actively supporting students' growth as future civil engineers
- ▶ Leadership Development/Networking Activities
 - ▶ Regional Student Conferences
 - ▶ National Concrete Canoe Competition
 - ▶ Sustainable Solutions Competition
 - ▶ Blue Sky Competition
 - ▶ UESI Surveying Competition
 - ▶ Workshop for Student Chapter Leaders



13

Student Chapters Supported by Washington Sections

- ▶ Tacoma-Olympia Section
 - ▶ St Martins University
- ▶ Seattle Section
 - ▶ Seattle University
 - ▶ University of Washington
- ▶ Inland Empire Section
 - ▶ Gonzaga University
 - ▶ University of Idaho
 - ▶ Washington State University
- ▶ Columbia Section
 - ▶ Washington State University - Tri-Cities
 - ▶ Walla Walla University




14

7

Why ASCE for WSDOT

- ▶ Tools and Resources
- ▶ Professional Development
- ▶ Networking
- ▶ Younger Member Benefits
- ▶ Advocacy



15

15

World-Class Tools and Resources

- New Online Official Register
- Civil Engineering magazine
- GEOSTRATA magazine
- STRUCTURE magazine
- ACCESSEngineering
- This Week in Washington
- SmartBrief
- The Ladder
- ASCE News
- ASCE Plot Points
- Institute & Section/Branch Newsletters




16


16

Technical Resources

- ▶ Codes and Standards
- ▶ Journals



The image shows the cover of a technical book titled "Minimum Design Loads and Associated Criteria for Buildings and Other Structures". The cover is primarily dark blue with a green vertical band on the left side. The ASCE logo is visible at the bottom left of the cover. The text "7-16" is printed in the green band.



17

17

Technical Resources - Institutes



The image displays a grid of nine ASCE institute logos, each with its name and a brief description below it:

- AEI**: ARCHITECTURAL ENGINEERING INSTITUTE
- CI**: CONSTRUCTION INSTITUTE
- COPRI**: COASTS, OCEANS, PORTS & RIVERS INSTITUTE
- EMI**: ENGINEERING MECHANICS INSTITUTE
- EWRI**: ENVIRONMENTAL & WATER RESOURCES INSTITUTE
- G-I**: GEO-INSTITUTE
- SEI**: STRUCTURAL ENGINEERING INSTITUTE
- T&DI**: TRANSPORTATION & DEVELOPMENT INSTITUTE
- UESI**: UTILITY ENGINEERING & SURVEYING INSTITUTE



18

18





19



20

Networking In-Person and Online

- ASCE Collaborate
- Conferences
- Sections and Branches
- Younger Member Groups
- Institutes
- Committees



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21

Younger Member Benefits



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Community Involvement

- ▶ Annual High School Popsicle Stick Bridge Competition
- ▶ Monthly Community Service Events
- ▶ K-12 Outreach
- ▶ High School Scholarships
- ▶ Support UW, SU, St. Martins



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Social Events

- ▶ Monthly Networking Events
- ▶ Holiday Party
- ▶ Sports
 - ▶ Annual Ski Retreat
 - ▶ Volleyball team
 - ▶ Mariners game
 - ▶ Hikes/Backpacking



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University Outreach

- ▶ University Liaisons
 - ▶ Resume Reviews
 - ▶ Younger Member Professional Panels
 - ▶ Office tours
 - ▶ Lunch and Learns
 - ▶ Engage students in younger member events
 - ▶ Share benefits of ASCE involvement



25

Professional Development

- ▶ Technical Tours
- ▶ Tech Talks
- ▶ Mentorship Committee
- ▶ PE Study Session
- ▶ Technical and Leadership Conference



26

Younger Membership Leadership Symposium

- ▶ Learn key leadership traits
- ▶ Share best practices and lessons learned
- ▶ Explore different types of communication styles
- ▶ Tackle public speaking and technical communication
- ▶ Practice self-reflection



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Western Regional Younger Member Council

- ▶ Engage and network with ASCE leadership
- ▶ Learn about the direction of ASCE on a Society-level
- ▶ Participate in leadership seminars and tech tours



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Advocacy



GET READY FOR ASCE'S DAY OF ADVOCACY!

On **March 9, 2020** be one of 5,000 voices telling Members of Congress to make our nation's infrastructure a legislative priority.

Keep an eye on your inbox for a sample message you can email with just a few simple clicks!



ASCE

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Legislative Fly-In

- ▶ Opportunity to meet with our legislators
- ▶ Learn the process to create meaningful changes in our community




ASCE

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Government Relations

- ▶ Key Contacts
 - ▶ Updates on legislation that impacts civil engineers
- ▶ State and Federal Priorities
 - ▶ Continuing Education & Licensing
 - ▶ Natural Hazards Impact Mitigation & Infrastructure Security
 - ▶ Qualifications-Based Selection for Engineering Services
 - ▶ Science, Technology, Engineering and Math (STEM) education & support (K-12)
 - ▶ State Support for Civil Engineering (Higher Education)
 - ▶ Sustainability
 - ▶ Transportation Infrastructure Financing




31

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31

National ASCE Report Card...D+



Infrastructure in the News

New York Times: [The Struggle to Mend America's Rural Roads](#)

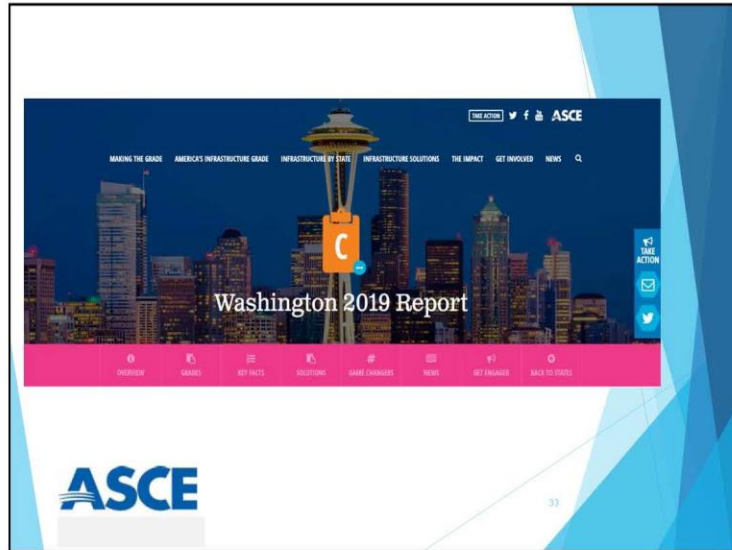
NPR: [Amid Climate And Housing Crises, Cities Struggle To Place Housing Near Transit](#)

Time Magazine: [America's Clean Water Crisis Goes Far Beyond Flint, There's No Relief in Sight](#)

Transportation Today: [U.S. infrastructure needs exceed \\$2 trillion, American Society of Civil Engineers says](#)

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Personal Testimonies



Bernie Sison...
I joined ASCE as an undergraduate. Whenever or wherever I needed technical information or mentorship I could always find a friendly ASCE member with sound advise.



Tom Szymoniak...
I joined ASCE after graduation in 1982. ASCE has supported my career as I transitioned into a variety of companies and locations:

- Oregon Department of Transportation
- CH2M Hill, Fugro, Jacobs
- Pavement Services, WH Pacific
- High school math teacher to Instructor at Portland State University
- West and East coast with a few projects in the middle



35

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Personal Testimonies



Mohammad Khan...
ASCE provides an organized younger member group. There is a plethora of leadership, educational, and volunteer opportunities under one roof. Plus I have a voice in what activities are provided.




Jason Fairhurst...
ASCE members empowered me to apply for scholarships and internships. I feel optimistic about my future.




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Personal Testimonies



Romulos Ragudos...
Being involved with ASCE has given me a chance to build my professional network, given me valuable skills as a young professional, and allowed me to share our interest of engineering with students and the community.



Tony Lau...
ASCE Made Me.



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Questions???



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The Value of ASCE Membership
ASCE Presentation to WSDOT Region Administrators
March 4, 2020, 1100-1200
Outline/Talking Points

- {Tony} The Value of Membership in the American Society of Civil Engineers (ASCE)
 - My name is Tony Lau and I am ASCE’s Society Director for Region 8
 - We thank you for the opportunity to share about ASCE
- {Tony} Agenda
 - Self-Introductions
 - Overview of our organization
 - Why ASCE would be good for WSDOT
 - Questions and Answers
- {Everyone} Self-Introductions
 - {State your name, ASCE title, place of employment and work position}
- {Tony} ASCE History
 - Not-for-profit professional society founded on November 5, 1852 in New York City
 - In 1998, headquarters relocated to Reston, VA to be closer to D.C.
 - Originally named the American Society of Civil Engineers and Architects
 - First President - James Laurie
- {Tony - Our Vision}
 - What unifies civil engineers as a global community? It’s our shared vision of our future.
 - Civil engineers are global leaders building a better quality of life
 - As a profession, and as a society, we need to know where we are going and the path to get there
- {Tony - Our Mission}
 - To achieve our Vision, we focus our work in three mission areas – long-term efforts to strengthen our members’ role in society and create positive change
 - Protect the public health, safety, and welfare
 - Advance the civil engineering profession, and
 - Deliver value to our members
 - These efforts are about driving forward the agenda for our profession’s future. We are making progress, and you can help
- {Tony - Our Purpose}
 - Last year, ASCE’s Board of Direction developed our purpose statement in order to help us focus our path forward. We decided on “Help you matter more and enable you to make a bigger difference”

- {Tony - Global organization}
 - At its very foundation, ASCE is an association of people coming together for the common purpose of advancing the civil engineer and the civil engineering profession
 - While ASCE speaks with one voice, we are made up of over 150,000 diverse members worldwide, who in turn protect the health, safety, and welfare of over seven billion diverse people worldwide
 - We have a member in 177 of the world's 196 countries
- {Tony - ASCE in North America}
 - Nine "domestic" Regions which recently incorporated Canada and Mexico
 - 125,000 members
 - One international Region 10
- {Tony - ASCE Region 8}
 - Washington state is included in ASCE's Region 8
 - Region 8 has a total of 12 Sections including the four that are located in Washington and my home state of Hawaii
 - It also has four Canadian provinces and territories
 - No existing Section/Branch structure – just members
 - In addition to the 12 Sections, there are 25 Branches, 14 YMFs and 31 student chapters
 - With almost 14,000 members, compared to other North American Regions, R8 has medium sized membership
- {Bernie} Washington State Structure
 - Washington has four Sections that were founded between 1913 and 1950
 - Tacoma-Olympia Section
 - Seattle Section
 - Inland Empire Section
 - Columbia Section
 - Discuss how slide shows WSDOT Regions relative to the ASCE Section limits
 - Point out that their handout is a contact list for each of the four Sections and the counties that the Sections serve
 - Tacoma-Olympia Section
 - 350 dues paying members
 - Seattle Section
 - 1993 dues paying members
 - Inland Empire Section
 - 365 dues paying members
 - Includes Coeur d'Alene, Idaho
 - Columbia Section
 - 256 dues paying members
 - Includes a few Oregon Counties

- {Tony} Younger Member Groups
 - Group of Members 35 years old and younger
 - Purpose
 - Transition students into the profession
 - Build your professional network
 - Provide soft and technical skills that will benefit you as you go through your career as a Civil Engineer
 - Each of the four Washington Sections has a YMG
- {Tony} Student Chapters
 - The Society actively promotes students' growth as future civil engineers by supporting the formation of Student Chapters
 - Leadership Development/Networking Activities
 - Annually 19 Regional Student Conferences and 3WSCLs
 - The competitions at the Regional Conferences include the transitional and most popular concrete canoe along with some newer competitions related to current concerns such as sustainability
 - Hosting duties rotate among the Regional Conference members
 - UW is hosting the Pacific Northwest Student Conference in mid-April
- {Tony - Student Chapters in Washington State}
 - Tacoma-Olympia Section - St Martins University
 - Seattle Section - Seattle University and University of Washington
 - Inland Empire Section - Gonzaga University, University of Idaho, Washington State University
 - Columbia Section - Washington State University – Tri-Cities, Walla Walla University
- {Tony} Why ASCE for WSDOT
 - Tools and Resources for all Civil Engineers at various stages in their careers
 - Professional Development Opportunities but at the national and local levels
 - Networking Activities at the national and local levels
 - Younger Member Benefits
 - Organized Advocacy Events for the Profession

- {Tony} World Class Tools and Resources
 - Subscriptions to Professional and Technical Magazines
 - New benefit: ASCE has partnered with McGraw-Hill Education to give our members free access to AccessEngineering, an online resource for your entire engineering career journey
 - Search the latest editions of hundreds of expert references and key textbooks while accelerating problem-solving with analytical learning tools
 - This Week in Washington provides weekly updates on legislation in D.C. and States that affect our profession
 - ASCE Plot Points are podcasts of interviews with ASCE leaders on various professional experiences
 - This month, one of Board members shares her experiences from being an owner of a firm, to a public works director and now an elected city council member
 - I personally recently recorded my experience transitioning from design consulting to working for NAVFAC and the leadership opportunities that the Navy offers to its employees
- {Tony} Technical Resources
 - ASCE’s portfolio of technical books and journals provides comprehensive coverage across every discipline of civil engineering
 - Both e-book and print options are available
 - One of the more recent and popular codes is ASCE 7 for structural designs
- {Tony} Technical Resources – Institutes
 - ASCE has nine discipline-specific institutes that bring together volunteers from around the world to advance the profession’s technical, business, and professional expertise
 - Knowledge, experience, and best practices are shared through conferences, workshops, peer-reviewed journals, books, manuals of practice, seminars, webinars, and consensus standards
 - ASCE dues includes membership in one technical institute of your choice
 - You can get additional institute memberships for a small fee (\$30)
- {Tony} ASCE International Conference on Transportation & Development (ICTD 2020)
 - The theme for ASCE International Conference on Transportation & Development (ICTD 2020) is Showcasing Collaborative, Smart, and Integrated Mobility Solutions.
 - Jointly organized by Transportation & Development Institute (T&DI) of ASCE and WSDOT, ICTD 2020 offers a unique opportunity for public agencies, private industry, and research institutes to share their vision, exchange experience, collaborate on research, and showcase practical solutions on smart and integrated mobility solutions.
 - Roger Millar is the Conference Co-Chair

- {Tony} Professional Development – Continuing Education
 - Choose up to 10 on-demand webinars from the more than 200 on-demand webinars from our comprehensive continuing education library – just for being a member
 - Locally organized events such as lunch or dinner meetings and conferences/workshops
- {Tony} Networking
 - Multiple networking opportunities to share professional and technical ideas and best practices
 - On-line via Collaborate website
 - In person through local Section, Branch, YMG activities
 - Dinner meetings, local conferences/workshops
 - Technical/Institutes Chapter committees
- {Rom/Mohammad} Younger Member Benefits
 - Go over the benefits of being a Younger Member in ASCE
 - See how many younger members we have in the audience
- {Rom} Community Involvement
 - Popsicle Stick Bridge
 - Help to inspire the next generation of engineer (100 HS Students)
 - Community Service Events
 - K-12 Outreach
 - Fun, interactive activities
- {Mohammad} Social Events
 - Networking Happy Hours (Both Tacoma-Olympia and Seattle)
 - Ski Retreat was this past weekend
 - With Seattle, Tacoma-Olympia, Oregon YMF
 - Sports/ Games
 - Hikes
- {Rom} University Outreach
 - Work with UW, SU, St. Martin’s
 - Assisting with UW hosting PNW Conference April 16 to 18
 - Resume Reviews
 - Lunch and Learns
 - Student Panels
 - Help prepare the students to transition into practice
- {Mohammad} Professional Development
 - Technical Tours of projects/research center/factories in the area
 - Technical presentation from professionals/experts on projects
 - Mentorship (Seattle)
 - PE Study Session (Tacoma-Olympia)

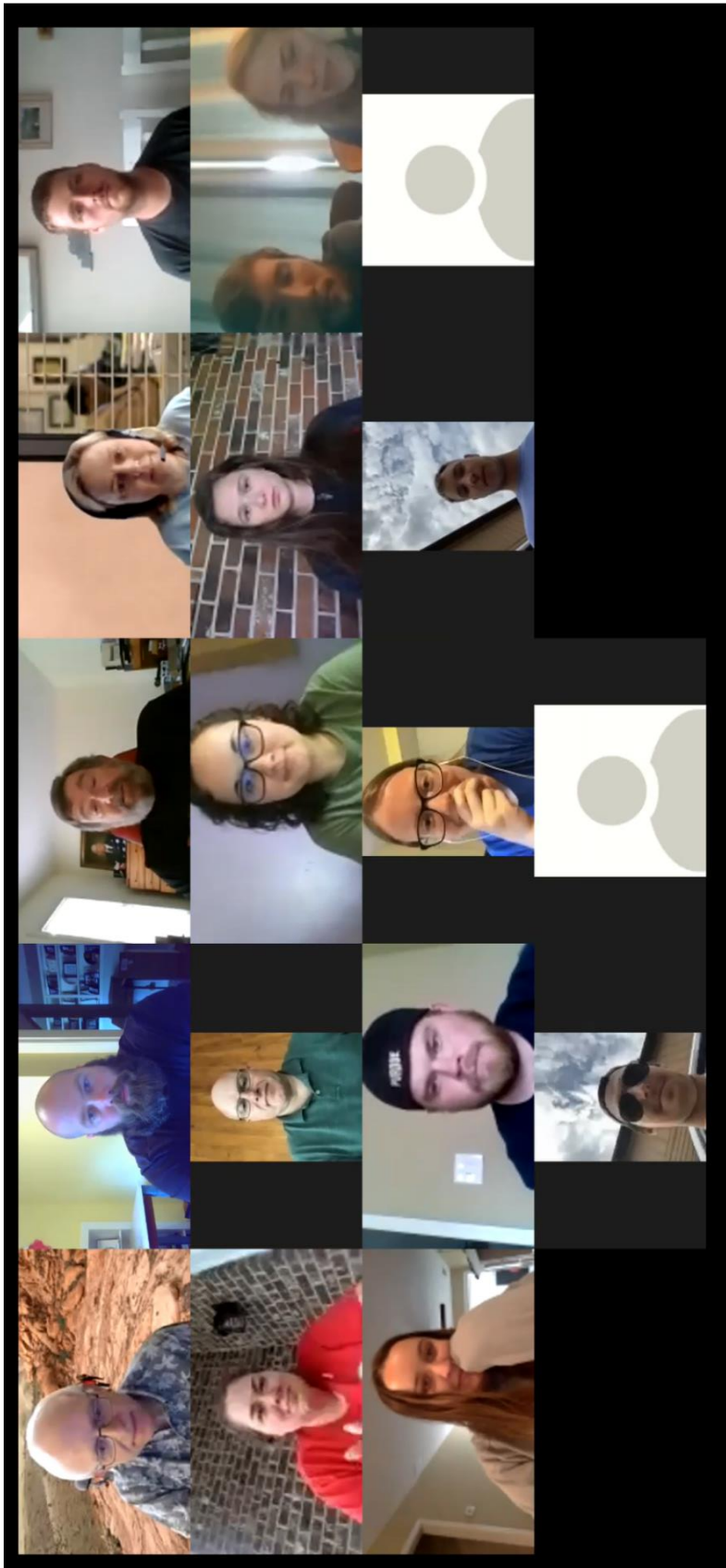
- {Rom} YMLS
 - Conference for Younger Members held at ASCE HQ in Reston, VA
 - Get to meet Younger Members around the USA
 - Focused more on developing your leadership/soft skills through activities
 - Some examples
 - Effective Communication in an Intergenerational Office
 - Help take a look at your career path, help formulate your future goals
 - Get to see how ASCE Legislative area works (Get to tour DC)
- {Mohammad} WRYMC
 - Conference for Younger Members in Region 8 and 9
 - Great way to build your professional network in the Western United States
 - Get to meet Regional/National ASCE Leaders
 - In SF this year. Next year is at Anaheim, CA
 - Technical Tours
 - Mention Bay Bridge Tour
 - Attend seminars to develop your technical/leadership skills
- {Tony} Advocacy
 - Learn how to advocate for our profession
- {Tony} Legislative Fly-In
 - Annual Training that ASCE offers
 - Learn how to speak with elected officials
 - Discuss issues related to civil engineering with your Senators and Representatives in Congress
 - March 11 to 13, 2020
- {Tony} Government Relations
 - Key Contacts
 - State and Federal Priorities
- {Tony} Society Infrastructure Report Card
 - To help raise awareness of the plight of our nation's infrastructure, approximately every four years since 1998, ASCE has prepared a comprehensive assessment of the nation's 16 major infrastructure categories in its Infrastructure Report Card
 - Using a simple, familiar A to F school report card format, the Report Card raises awareness of the infrastructure challenges in our country by examining current infrastructure conditions and needs, assigning grades, and making recommendations to raise them
 - In the 2017 Infrastructure Report Card, America's cumulative GPA is once again a D+
- {Bernie} Washington 2019 Infrastructure Report Card
 -

- {Bernie} Washington Report Card 2013/2019 Comparison
 -
- {Bernie and Tom – up to 1 min each} Personal Testimonials
 - Bernie Sison
 - Tom Szymoniak
- {Mohammad and Jason – up to 1 min each} Personal Testimonials
 - Mohammad Khan
 - Jason Fairhurst
- {Rom and Tony – up to 1 min each} Personal Testimonials
 - Romulos Ragudos
 - Tony Lau
 - Limited involvement as a student – very shy, lacked confidence
 - However, I met my future boss while attending a Hawaii Section dinner meeting as a student member
 - ASCE’s big impact started as soon as I started my professional career
 - “Voluntold” as Hospitality Committee Chair
 - Just as I thought I was wrapping up my ASCE involvement, I was asked to serve on another local committee, then another, and another
 - After developing a good foundation and gaining confidence in my skills, I ran for YMF President, the Section officer positions including President
 - Served on national committees, chaired WRYMC to further challenge myself and to give back
 - ASCE helped me learn soft skills, develop a vision, develop and execute a plan and develop my confidence in organizing and leading
 - Applies to my work projects
- Questions
- Follow ups
 - Apply to have ASCE on WSDOT Approved Organization List
 - Schedule meetings directly with WSDOT staff to promote ASCE

Surprise Presentation of Student Chapter Award

1. Section/Branch	WKU ASCE Student Chapter (Pennyroyal Section/Kentucky Branch)
2. Section/Branch Size	
3. Project Contact	
Name	Jason Wilson
Phone Number	270-791-8175
Email	Jason.wilson@wku.edu
4. Project Category	Communication
5. Project Description	Presenting the Robert Ridgway Award to the ASCE Student Chapter through a surprise/disguised meeting.
6. The Process (What you did, When and How)	Virtually gathered the students and non-students who assisted with the success of the student chapter on ZOOM to present the ASCE Robert Ridgway Award. Students were told the meeting was for a “Senior Sendoff” while all other affiliated parties were notified of the actual purpose of the meeting.
7. Those in Charge (Committee, Task Committee, Etc.)	Jason Wilson – WKU ASCE Faculty Advisor Tyler Baker – WKU ASCE Practitioner Advisor
8. Time Frame (When Started, When Completed)	May 2020 from 5:30 PM – 6:30 PM
9. Success Factors (The Parts that Worked Really Well)	The presentation was overall a success; however, attendance was a little low.
10. Setback Factors (The Parts that did Not Work Well)	Notifying those not directly affiliated with the university sent up a “red flag”. As I did a surprise presentation the previous year for the Robert Ridgway Finalist presentation.
11. Creativity (This is something off the wall that we did)	Knowing we were a finalist and had an excellent chance to win, I was thinking about ways to get the students on to a virtual meeting at short notice. It just so happened that I was notified the week of their finals and the “senior sendoff” made a perfect reason to get them together.
12. Administration (What was most Important?)	I assumed I would have all the elected officers on the call because those are the students that were involved in every aspect of the success of the student chapter and the operations of our engineering program.
13. Follow-Up (What was most important?)	

14. Recommendations (What you should ALWAYS do with this project?)	Stay involved with your constituents so they are more likely to show up to anything you ask them to.
15. Cautions (What you should NEVER do with this project?)	Beware of who you invite, it could ruin the surprise.
16. The Outcome	
17. Ongoing Activity (Would you do it again?)	Hopefully I never have to present via zoom again, but I would always find a creative way to present such awards to the students.
18. Speaker Contact Information (person from your Region who would be willing to speak about the Best Practice)	
Name	Jason Wilson
Address	1906 College Heights Blvd. Bowling Green, KY 42104
Phone Number	270-791-8175
Email	Jason.wilson@wku.edu
19. Additional Comments (We strongly recommend attaching relevant photos and graphics)	



Geotechnical Seminar – South Jersey Branch

1. Section/Branch	New Jersey Section, Central Jersey Branch
2. Section/Branch Size	Large
3. Project Contact	
Name	Brian Mausert, 2009-2010 President
Phone Number	(908) 236-9001
Email	bmausert@gpinet.com
4. Project Category	Continuing Education
5. Project Description	
6. The Process (What you did, When and How)	Set up a geotechnical seminar with an expert known in the field. Seminar was conducted in November 2009. It was set up by identifying a speaker known for this expertise and had a course available. Conducted a comprehensive advertising campaign a couple of months prior to the event. Branch obtained the NYSPE Continuing Education credits through PIE.
7. Those in Charge (Committee, Task Committee, Etc.)	Geotechnical Committee Chair and Branch President Elect. (2 people)
8. Time Frame (When Started, When Completed)	August 2008 – November 2008.
9. Success Factors (The Parts that Worked Really Well)	Lecturer was great (Jerry Dimaggio). Provided documents to the class and was a good speaker.
10. Setback Factors (The Parts that did Not Work Well)	None – event was highly successful and raised a lot of money for the branch. It was important to conduct a lot of coordination for advertising, getting a hotel, and speaker on board months in advance.
11. Creativity (This is something off the wall that we did)	Worked with a graphic artist to produce seminar flier and mailings. Mailed to entire section not just branch members. Seminar was offered to non-ASCE members to increase attendance.
12. Administration (What was most Important?)	Advertisement far in advance of the seminar.
13. Follow-Up (What was most important?)	Providing continue education documents to PIE. No other follow- up was needed which made it a good event.

14. Recommendations (What you should ALWAYS do with this project?)	Line up speaker, advertisement, coordination well in advance (months).
15. Cautions (What you should NEVER do with this project?)	Avoid last minute activities. Work within a few months of an event is not good.
16. The Outcome	Made approximately \$10K for the branch which was used to support Section Scholarship, E-Week, and Future City activities.
17. Ongoing Activity (Would you do it again?)	Yes – working on a similar event in 2009
18. Speaker Contact Information (person from your Region who would be willing to speak about the Best Practice)	
Name	
Address	
Phone Number	
Email	
19. Additional Comments	

Annual Seminar – Knoxville Branch

1. Section/Branch	Tennessee Section, Knoxville Branch
2. Section/Branch Size	Medium
3. Project Contact	
Name	Michael Hogan
Phone Number	(865) 637-2810
Email	michaelhogan1021@comcast.net
4. Project Category	Continuing Education
5. Project Description	Annual continuing education seminar for members and non-members.
6. The Process (What you did, When and How)	We hold the seminar the first Friday in August as an all-day event. We provide the attendees with breakfast and lunch and the opportunity to gain 7 to 8 PDHs.
7. Those in Charge (Committee, Task Committee, Etc.)	It is usually the Branch officers (President, Vice- President, and Secretary/Treasurer)
8. Time Frame (When Started, When Completed)	First Friday in August from 8 to 4/5.
9. Success Factors (The Parts that Worked Really Well)	We try to get structural topics for the morning session and that produces a good turnout. The afternoon is general civil. This allows people to choose their session so they don't have to take up an entire day.
10. Setback Factors (The Parts that did Not Work Well)	
11. Creativity (This is something off the wall that we did)	
12. Administration (What was most Important?)	It usually involves the effort of all officers to coordinate location, food, and speakers. We also try to provide a speaker gift and door prizes to keep things interesting.
13. Follow-Up (What was most important?)	
14. Recommendations (What you should ALWAYS do with this project?)	Try to provide a variety of topics to include the different disciplines. This includes ethics and professional development.

15. Cautions (What you should NEVER do with this project?)	Don't wait until the last minute to plan, give the attendees plenty of notice to coordinate schedules.
16. The Outcome	This has typically been a successful event with the results being good food, a little fun, and much needed PDHs.
17. Ongoing Activity (Would you do it again?)	Yes, we plan the event every year.
18. Speaker Contact Information (person from your Region who would be willing to speak about the Best Practice)	
Name	
Address	
Phone Number	
Email	
19. Additional Comments	

ASCE Workshops – Hawaii Section

1. Section/Branch	Hawaii Section
2. Section/Branch Size	Large
3. Project Contact	
Name	Ian Arakaki, 2010-2011 Vice President
Phone Number	(808) 596-7790 x22
Email	ian@tlcghawaii.com
4. Project Category	Continuing Education
5. Project Description	In association with the Hawaii Water Environment Association (Hawaii Chapter of WEF), ASCE-Hawaii held ASCE sponsored workshops Treatment Plant Hydraulics for Civil Engineers and Pumping Systems Design for Civil Engineers by David Hanna.
6. The Process (What you did, When and How)	ASCE Hawaii contacted and coordinated with John Wyrick (ASCE National) to bring David Hanna to Hawaii for the workshops. ASCE Hawaii handled the coordination of David and volunteers for the event. HWEA secured the location, sent out flyers, and supplied volunteers for the event.
7. Those in Charge (Committee, Task Committee, Etc.)	Mike Hunnemann (Past President) for initial set-up and Ian Arakaki to coordinate and execution.
8. Time Frame (When Started, When Completed)	Initial contact by Mike – Late 2009. Completed June 2010.
9. Success Factors (The Parts that Worked Really Well)	ASCE National (John Wyrick) was very easy to deal with. David Hanna was a good presenter and there was an interest in the workshops from the beginning.
10. Setback Factors (The Parts that did Not Work Well)	Not much.
11. Creativity (This is something off the wall that we did)	
12. Administration (What was most Important?)	HWEA Past President John Katahira was instrumental in coordinating and making sure our minimum attendance was met.
13. Follow-Up (What was most important?)	Dates/Times/Head Count.

14. Recommendations (What you should ALWAYS do with this project?)	Have it in a venue that is convenient for the volunteers as it makes getting last minute things such as copies, flip charts, etc. easy.
15. Cautions (What you should NEVER do with this project?)	None.
16. The Outcome	Great success. Good feedback from participants and the Chapter made money to cover losses.
17. Ongoing Activity (Would you do it again?)	Yes. We will look into more events.
18. Speaker Contact Information (person from your Region who would be willing to speak about the Best Practice)	
Name	
Address	
Phone Number	
Email	
19. Additional Comments	

Career Building Block Workshop

1. Section/Branch	Akron-Canton Section
2. Section/Branch Size	
3. Project Contact	
Name	Kenneth F. Kostura, P.E.
Phone Number	(330) 701-8412
Email	kkostura@outlook.com
4. Project Category	Continuing Education
5. Project Description	<p>Recognizing a need for engineers to develop non-technical skills necessary for career advancement, the Akron-Canton Section developed the Career Building Block Workshop Series for the 2016-2017 year to provide local civil engineers with the opportunity to practice these skills with their peers. The topics of the three workshops were Project Management, Supervisor Skills, and Public Speaking. The workshops provided a learn-by-doing environment for civil engineers to strengthen skills needed to be effective in their current role or to prepare for future career opportunities. The interactive workshops simulated the following activities typical of civil engineering leaders: 1) Project Management - participants took turns in the role of project manager conducting a project meeting, staying on topic and on schedule, and dealing with various situations and personalities, with the other participants role-playing (sometimes difficult) coworkers; 2) Supervisor Skills - participants took part in a mock performance evaluation alternating roles of supervisor and employee for four types of employee, including a talented worker, unmotivated worker, poor performer, and an employee who becomes defensive during the discussion; and 3) Public Speaking - participants prepared for and delivered two short presentations (informative and persuasive) and one group presentation using general non-technical topics. 1.5 PDH was offered for each workshop.</p>
6. The Process (What you did, When and How)	<p>The Workshop Committee participated in weekly conference calls, beginning in August 2016, in order to identify the workshop goals, topics, format, logistics (mechanics, timetable, and materials), and to discuss the numerous details required for a quality workshop series including: a comprehensive advertising plan to attract participants, contacting local business leaders (public and private) to encourage staff participation, setting up a Dropbox account to manage and share all materials with committee members, securing local employers to host the workshops, setting a schedule for the workshop series to avoid competing professional society meetings and conferences, the registration process, dinner options, wayfinding signs, icebreaker activities to begin conversations between participants during dinner, how to incorporate a guest speaker, preparing materials for each workshop, holding practice workshops one week prior to the events to receive constructive feedback from volunteer participants, preparation of workshop materials, and dividing</p>

	<p>and assigning these numerous tasks to each committee member. The workshops were held in the evenings of November 3, 2016, February 2, 2017 and April 6, 2017. The workshops began with a short talk from a local experienced guest speaker, providing expert insider tips and guidance on the subject matter. This was followed by an explanation of the exercises and the scenarios they would encounter. Attendees then broke out into small groups for each exercise. At the end of the program, attendees were provided with some additional comments to reinforce what they had learned and were given the opportunity for Q&A. The Section President closed each workshop with a few words about ASCE and the advantages of membership. The group was then dismissed. The total duration of each workshop, including the meal, was two hours.</p>
<p>7. Those in Charge (Committee, Task Committee, Etc.)</p>	<p>A Workshop Committee was created to plan and run the workshops. The committee consisted of four volunteers, two of whom were members of our Board of Directors. Each committee member represented a different field of civil engineering: transportation, structural, water resources, and construction. Two men and two women represented the committee. The committee chair managed the overall workshop production. All committee members equally shared in the preparation and production of the workshop.</p>
<p>8. Time Frame (When Started, When Completed)</p>	<p>The concept was first proposed to the Board of Directors in April 2016. Planning began in August 2016. The first workshop was held in November 2016 and the last workshop was held in April 2017.</p>
<p>9. Success Factors (The Parts that Worked Really Well)</p>	<p>The workshops were held in the different offices of local employers, at no cost to our Section. The host employer also donated beverages, keeping costs low. The registration fee (\$15) covered the cost of the meal. Prior to the start of each workshop, each participant was asked to pair up with someone and to learn their name, where they work, and what they do. After dinner, they were then asked to stand and introduce each other to the whole group. There were many attendees who did not know many or anyone else at the workshop, so this provided an opportunity for camaraderie in our civil engineering community, which may not otherwise occur.</p>
<p>10. Setback Factors (The Parts that did Not Work Well)</p>	<p>The April workshop was not as well attended as November and February. From feedback we received from potential participants, the April workshop interfered with spring outdoor activities. In addition, the week leading up to our April workshop was warm and sunny, and was the first long break in our Ohio cold weather, so only half of those registered actually came. Timing is everything.</p>
<p>11. Creativity (This is something off the wall that we did)</p>	<p>For the Project Management and Supervisor Skills workshops we asked engineers to role-play various personalities such as a know-it-all, a chatterbox, criticizing coworkers, or a defensive employee, even if it made them feel uncomfortable, for the sake of the person acting as the project manager or supervisor. We hoped for the best from naturally conservative engineers, but were completely surprised at how eager and more than willing they were to take on a different personality. Many mentioned after the workshops how much fun it was to role-play.</p>
<p>12. Administration (What was most Important?)</p>	<p>Holding weekly committee conference calls and following up with the distribution of meeting minutes was essential in documenting our ideas and kept our planning organized. Meeting minutes always included 'action items' for each committee member to complete before the next conference call.</p>

13. Follow-Up (What was most important?)	Sending a thank you to our guest speakers and our host employers was extremely important. We also gave our guest speakers a gift (thermos with ASCE logo) to show our appreciation. After each workshop, the committee members met and discussed what worked well and what could be improved upon. Lastly, after the first and second workshop, we emailed workshop past participants the flyers for the upcoming (second and third) workshops since many participants were not ASCE members and did not receive the monthly Section newsletter with the advertisement.
14. Recommendations (What you should ALWAYS do with this project?)	Promote the workshops at every opportunity – newsletters, announcement at monthly Section meetings, passing out flyers, word of mouth, and personal phone calls to anyone who may be interested in the workshops. Make it easy to attend by keeping the registration cost low. Establish an agenda with time limits for each portion of the workshop and stay on schedule. Having the Section president give opening and/or closing remarks about ASCE helps to inform non-members of the advantages of ASCE.
15. Cautions (What you should NEVER do with this project?)	Don't take this on if you don't have a committed group of people to organize and run the workshops.
16. The Outcome	Based on our observations and comments from participants, the workshop series was very successful.
17. Ongoing Activity (Would you do it again?)	Yes. Ideally, do it in the coming year with new topics, and then begin a two or three-year rotation of topics.
18. Speaker Contact Information (person from your Region who would be willing to speak about the Best Practice)	
Name	Ruth Klee, P.E.
Address	
Phone Number	(330) 285-0735
Email	ruthklee@hotmail.com
19. Additional Comments	





Legislative Drive-In Day – Illinois Section

1. Section/Branch	Illinois Section
2. Section/Branch Size	Very Large
3. Project Contact	
Name	Lou Arrigoni
Phone Number	(312) 467-0123
Email	louisarrigoni@gmail.com
4. Project Category	Government Relations
5. Project Description	Organizing a legislative “drive-in” day for ASCE members to meet their legislators in Springfield, IL to talk about ASCE concerns and issues.
6. The Process (What you did, When and How)	<p>Last year, 2008, was the Illinois Section’s first involvement in exposing ASCE to the Illinois Legislature. Illinois had not had a capital bill in almost 10 years. State budget was (and still is) in poor shape.</p> <p>The Illinois Section’s goal was to make our representatives aware of the State’s infrastructure condition and to encourage our membership to dip their toes in the political process and let ASCE’s positions on infrastructure and infrastructure funding be known.</p> <p>We kept our message simple – pass a capital bill.</p> <p>We were given a lead of a public relations coordinator in Springfield who was able to guide us through a plan and schedule that included the selection of a date when the legislature was in session to go meet. We organized a reception at a bar about half a mile from the capital. We had a good turnout – an even split between legislators and ASCE members – 25 and 25.</p> <p>We reached out to the different sections in the state – but not too hard.</p> <p>This year, 2009, we organized earlier, emphasized to our membership to contact their legislators early – let them know we were coming down and invite them to a reception at the Sangamo Club – venue just blocks from the capital building and a popular hangout for legislators.</p> <p>We reached out to the different sections in the state and invited them to participate and to invite their legislators as well. We used the same public relations coordinator who also setup a lunch at the Sangamo club prior to our storming of the capital building. We invited two senators who were spearheading the capital plan through the senate to speak at lunch.</p>

	<p>The day of the drive-in, we gathered at the Sangamo Club for lunch – about 25-30 of us – Senators Sandoval and Bond joined us for lunch giving us a status of what they were doing to push the capital bill along. We gave them feedback and offered our assistance for whatever they needed in terms of support. After they left, we were given an outline of how to talk to our legislators from our PR coordinator and we went over our list of talking points. We were then turned loose on the capital and went to meet our legislators. We tried to get meetings with the key legislator’s months before but could not secure a time.</p> <p>After our rounds to the legislators, we were back at the Sangamo Club for a reception where we were again able to meet with the legislators in a more relaxed setting. We again had about 25 legislators show to our reception. ASCE members who attended were past presidents of the section, retired IDOT officials’ members from other sections around the state.</p>
<p>7. Those in Charge (Committee, Task Committee, Etc.)</p>	<p>Government Relations Committee consisting of Lou Arrigoni, Bryan Luke, and Dipal Vimawala</p>
<p>8. Time Frame (When Started, When Completed)</p>	<ul style="list-style-type: none"> • The initial contacting of our coordinator in Springfield began in January to discuss strategy. • “Save the Date” post cards were sent out to legislators (to their District and Springfield by our PR coordinator). • Follow-up, formal invite letters sent to legislators with RSVP to our PR coordinator. • A registration flyer was put in the monthly ASCE newsletter for members to sign up. • ASCE members asked to personally call legislators to invite them to the Legislative Reception on April 29th- any RSVPs should be forwarded to our PR Coordinator. • Follow up phone calls to Springfield offices made by our PR Coordinator. <p>The actual “drive-in” date was April 29th.</p>
<p>9. Success Factors (The Parts that Worked Really Well)</p>	<p>Our PR coordinator, Dave Kelm, was – and is – a great asset to helping us with how to approach this event and make things happen. He has been a great guide in navigating us through the political maze in Springfield.</p>
<p>10. Setback Factors (The Parts that did Not Work Well)</p>	<p>We were challenged engaging the other Sections and Branches across Illinois. The Illinois Section represents the northern portion of the State and to truly represent the interests of everyone we needed all of our downstate members to participate. In the future we would like to use Region 3 and National support to facilitate. We did call/email leadership in the downstate areas but were met with lack of interest.</p>
<p>11. Creativity (This is something off the</p>	<p>After the “drive-in” in April, the comment from Senator Sanduval was that we needed to stay in touch - not to just meet when we needed something – be an</p>

wall that we did)	advisor to the legislators for infrastructure.
12. Administration (What was most Important?)	
13. Follow-Up (What was most important?)	<p>After the “drive-in” in April, the comment from Senator Sanduval was that we needed to stay in touch - not to just meet when we needed something – be an advisor to the legislators for infrastructure.</p> <p>The Illinois Section is doing a follow-up get together with Senator Sanduval at a reception in Chicago setup by the Illinois Section, this Wednesday, to discuss the progress of the capital bill and other infrastructure issues coming out of Springfield.</p>
14. Recommendations (What you should ALWAYS do with this project?)	Find someone who understands the political lay of the land and who can help organize the event.
15. Cautions (What you should NEVER do with this project?)	
16. The Outcome	Excellent contacts with local legislators and the Illinois Section’s ability to express our concerns for the industry in a personal face-to-face setting.
17. Ongoing Activity (Would you do it again?)	
18. Speaker Contact Information (person from your Region who would be willing to speak about the Best Practice)	
Name	
Address	
Phone Number	
Email	
19. Additional Comments	

Legislative Affairs Committee – Los Angeles Section

1. Section/Branch	Los Angeles Section
2. Section/Branch Size	Very Large
3. Project Contact	
Name	Jay Higgins
Phone Number	(818) 406-4896
Email	jay.higgins@aecom.com
4. Project Category	Government Relations
5. Project Description	
6. The Process (What you did, When and How)	<p>The Los Angeles Section (Section) of ASCE has pursued several major initiatives in the 2009-2010 year. The Section government affairs efforts and participation have continued to grow over the last several years. We have seen interest, participation, and success all grow from a low level to a more effective level while laying the ground work for even more.</p> <p>In late 2009 the Metropolitan Los Angeles Branch within the Section set three major goals for the year:</p> <ol style="list-style-type: none"> 1) Have a Los Angeles City Hall day where members meet with Los Angeles City Council and advocate for infrastructure spending 2) Gain a SPAG grant to educate our members on government affairs during the second annual Engineers and Politics event. 3) Work with other local organizations, namely the Los Angeles Private sector (ACEC) and the Los Angeles Public sector (PECG), to discuss common ground we can pursue as leading groups in infrastructure for engineers. <p>Planning for these events was extensive and the MLAB Government Affairs committee meets every month on the third Tuesday to report progress, set action items, ensure our direction is clear and our objectives are being met. Attendees range from 10 -16 active attendees for these meetings participating in discussion and planning of events.</p> <p>First on the agenda we established a subcommittee for the Los Angeles City Hall drive-in determined to take place on Wednesday June 9th, 2010. This gave us the opportunity to address both the City Council and the Board of Public Works. Julia Moye (MLAB), Philip Johnson (MLAB) and Mike Posey (Ventura/Santa Barbara Branch) were the leaders for this event. Appointments were made with 14 members of the City Council and the</p>

¹ This “process” section prepared by Jeff Girard and edited by Jay Higgins and Karen Sepulveda

Deputy Mayor of Transportation as well as a plan to make a public comment at the City Council Meeting and Board of Public Works Meeting. As the event moved closer the team was able to have City Council deem

Wednesday, June 9th, 2010 “American Society of Civil Engineers Day”. This was a tremendous honor which the Section has prided itself on such a recognition. Several members of the Los Angeles City Council also made comments and recognized the service civil engineers provide to their community. The day began with an educational session to ensure the entire group was knowledgeable on the topics to discuss in the Council member meetings, including a role-playing session which was very helpful to have us thinking on our feet.



Jeff Girard making comments at the Los Angeles City Council meeting on June 9, 2010.
(For a transcript of the remarks, see the end of this report)

Comments (see attached transcript) were also made at the Board of Public Works meeting in which we received a round of applause and were asked to step behind the table to take a picture with the entire Board of Public Works. In the afternoon the group of 14 ASCE members from both the private and public sector met with 14 Council members and the Deputy Mayor of Transportation. During this time, we made contacts, learned more about how City Council operates, and delivered a message of the need for more infrastructure work to be funded immediately. The three messages we delivered were as follows:

- 1) Begin a replacement schedule for water mains, an unusually high number of water main breaks have taken place in Los Angeles over the last two years.
- 2) Support for the 30/10 Initiative (30 years of transportation projects completed in 10 years)

3) Increase the Annual Infrastructure Budget

This event was the start of a long-term program to have a rapport with the City of Los Angeles.

Afterward the group sponsored a reception at a local venue where we were joined by one of the council members and several staff members for good conversation and to begin establishing a relationship locally. The event was very successful and gained the Section several new participants in our Government Affairs work. We utilized the following handouts at the event:

- 1) Resolution declaration of American Society of Civil Engineers Day
- 2) Water Main Leave behind
- 3) 30/10 Infrastructure Plan leave behind
- 4) Infrastructure Funding leave behind
- 5) Drive-In Discussion outline

The second event was the Engineers and Politics Event which was an extensive event to plan and coordinate. The event took place on Saturday August 7, 2010 and had over 50 ASCE members in attendance. The first planning task was to determine location, date, content, and message we wanted to deliver. As the year progressed we were able to assign at least one ASCE member to each of the five workshops and had three co-chairs in order to assist and guide the event planning and organization. The following is a brief agenda of the workshops:

Workshop #1 – Vision 2025

This workshop laid the groundwork for the day's discussions. It established the point that to reach the vision by 2025 requires political/advocacy involvement from our members. This workshop was prepared and presented by Genaro Mejia, P.E., M. ASCE.

Workshop #2 – “How Can a Non-Profit Advocate?”

This workshop showed the allowable items we can participate in as a 501(c)3 non-profit organization and also discussed other classifications such as a 501(c)6 and the likelihood that we may need to pursue this in order to achieve Vision 2025. Anthony Beauchamp, ASCE and ASCE Past President, Wayne Klotz, P.E., M. ASCE, prepared and presented the material. We were very fortunate Mr. Klotz accepted our invitation to speak during our event and felt he added a strong voice to the need to advocate.

Workshop #3 – “Legislative Procedure”

Richard Markuson, (Region 9 ASCE Lobbyist) presented and prepared this short workshop on the process and procedures involved in passing legislation.

Workshop #4 – “Reading Local and State Legislation”

This workshop was prepared and presented by Jacqueline Reed of

ASCE and Darwin Vargas, P.E., M. ASCE. This workshop spent time going through a piece of legislation and dissecting its content to ensure we were able to understand it and pull out the important pieces. As was true with all of our workshops, this was an interactive discussion with the audience and required them to answer questions about the portion of the bill they read and sharing it with the group.

Workshop #5 – “What Can You Do Now?”

Chris Hudson prepared and presented this workshop to ensure every attendee knew what they could and needed to do once they left the Engineers and Politics event. Chris spent time walking through an example of a letter he wrote to his Assembly member and had marked up by the Region 9 Lobbyist, Richard Markuson, and areas which were important to include when writing a letter. Chris led the group through an exercise of having the entire group write a letter to Senator Boxer. We sent out over 25 letters to the Senator that day and many people were going to finish and send their letters out after. Chris also talked about getting involved as individuals in a local campaign, volunteering, writing Op-eds, meeting with your legislators, attend ASCE government affairs events and ultimately run for office or get appointed!

These workshops were very beneficial for the Section to continue the education process of why we as engineers must be involved in politics.

The last major goal for the year was to get more engineering organizations to work together and advocate together with a similar topic. During the year we have interacted with six different local organizations and hope to continue to make strides in the future. Although as of now we have not been able to have the private engineering organization and the public organization sit down to focus on what we have called the “Grow the Pie Initiative” and realize if we can all focus on one or two areas to increase funding for everyone then we will all have a better infrastructure and “more pie”.

We have seen participation rise from eight members at the MLAB Government Affairs Committee to over twenty. In 2010 the establishment of the Santa Barbara/Ventura County Branch and activity at the Southern San Joaquin Branch has increased and both will continue to grow and expand. This year Scott Peterson from the San Bernardino/Riverside Branch was select as the ASCE congressional fellow and has just begun his yearlong adventure. We hope Scott will learn a great deal from the experience and be able to share valuable insight with us through this year and in the future. Tony Lusich from the San Joaquin Branch along with Jeff Girard, Mike Thornton and Dolores Ventura (Chair) participate on the Region 9 Government Affairs committee in which we are attempting to use some of the successful items Section is doing and taking this to the entire region. Namely Tony is working to put together a set of key contacts and lists of key contacts in each district so we can assign a few ASCE members to be accountable for creating a

	<p>relationship with them. Jeff is working to help the other sections put on their own “Engineers and Politics” workshops through sharing best practices and offering to have MLAB members travel to the section and put the event on. Mike Thornton holds a national position within the Government Relations group at the Society level and Dolores chairs the Region 9 Government Affairs committee which is in charge of putting together the annual California Legislative Day. Last year the Section sent over twelve people to the Sacramento Legislative day and at least four people to the Washington DC Legislative day.</p> <p>The Section has demonstrated its passion and drive to ensure ASCE has an active and successful Government Relations committee to ensure the safety and livability of our communities.</p>
<p>7. Those in Charge (Committee, Task Committee, Etc.)</p>	<p>The Section Legislative Affairs Committee Chair is Jeff Girard. His contact information is: 818-808-7326 (cell); JeffGirard@ndspro.com.</p> <p>A subcommittee for the Los Angeles City Hall drive-in consisted of Julia Moye (MLAB), Philip Johnson (MLAB) and Mike Posey (Ventura/Santa Barbara Branch).</p> <p>The President of each of the seven branches of the Section were encouraged to appoint a chair to the Branch Legislative Affairs Committee. Currently, approximately half of the Branches have appointed committee chairs.</p>
<p>8. Time Frame (When Started, When Completed)</p>	<p>Fiscal Year (FY) 2009-2010 and is continuing in FY 2010-2011.</p>
<p>9. Success Factors (The Parts that Worked Really Well)</p>	<p>The Los Angeles City Hall day worked well because it was the extension of our past state legislative affairs activities to the local level of government.</p>
<p>10. Setback Factors (The Parts that did Not Work Well)</p>	<p>Getting participation and representation from all of the branches in the Section.</p>
<p>11. Creativity (This is something off the wall that we did)</p>	<p>Posted the presentation to the Los Angeles City Council on YouTube (maybe not that off the wall in this day and age, but new for Section legislative activities)</p>
<p>12. Administration (What was most Important?)</p>	<p>Planning the rehearsal meetings, holding a role-playing session, and gathering the material for the presentation and leave behind.</p>
<p>13. Follow-Up (What was most important?)</p>	<p>Once contacts have been established, continue to build the relationships.</p>
<p>14. Recommendations (What you should ALWAYS do with this project?)</p>	<p>Have several planning and rehearsal meetings before: 1) presentations to the government officials, and 2) a legislative workshop for the ASCE members and invitees. Always have a concise message.</p>

15. Cautions (What you should NEVER do with this project?)	Present to government officials without a concise message and not being prepared.
16. The Outcome	Very positive reception for the Los Angeles City Council
17. Ongoing Activity (Would you do it again?)	Yes. These past efforts are being continued for FY 2010-2011.
18. Speaker Contact Information (person from your Region who would be willing to speak about the Best Practice)	
Name	
Address	
Phone Number	
Email	
19. Additional Comments	This Best Practice includes the following attachment: 4. Transcript of comments by Jeff Girard

**Transcript of Comments Given by Jeff Girard
on Wednesday, June 9th 2010 at Los Angeles City Hall**

Honorable City Council members, City officials and distinguished guests; my name is Jeff Girard and I am the Chair of the Government Affairs Committee for the Metropolitan Los Angeles Branch of American Society Civil Engineers and behind me are my fellow civil engineers. We are here to thank the Los Angeles City Council and Mayor Villaraigosa for working to adopt a resolution proclaiming today, Wednesday, June 9th, 2010 “American Society of Civil Engineers Day” and encouraging all Angelinos to recognize the contributions of ASCE professionals to maintaining and improving their quality of life.

Civil engineering is everywhere – from the light switch you turn on in the morning to the roads you drive home on at the end of the day. Civil engineers design and build the systems that bring us water and power. They also build bridges, roads, wastewater treatment plants and all the public works that keep a community operating. Our lives and our infrastructure are inseparable.

Civil engineers are developing and implementing some of the most exciting and innovative technologies to solve problems our country is currently facing – from our nation’s aging infrastructure to the world’s dwindling clean water supply.

On behalf of the over 4,000 members of the Metropolitan Los Angeles Branch of ASCE, I and my fellow board members would like to thank the Mayor and City Council for recognizing the contributions of civil engineers. It is important that our elected officials continue supporting infrastructure investment for the future of our city.

Meeting with Legislators – Tennessee Section

1. Section/Branch	Tennessee Section
2. Section/Branch Size	Large
3. Project Contact	
Name	Sandra Knight & Monica Sartain
Phone Number	(423) 728-7107
Email	monica.sartain@pca-llc.biz
4. Project Category	Government Relations
5. Project Description	Meet with Legislators and provide input and opinions on proposed legislation. Offer assistance on engineering related topics.
6. The Process (What you did, When and How)	We joined with TSPE and ACEC for the annual Engineers Day on the Hill at the Capital in Nashville, Tennessee. Monica applied for and received a SPAG grant to finance a legislative reception and provide materials about the Tennessee Report Card. The reception was held on a Monday afternoon/night at a hotel across the street from the capital and all the legislators were invited by Candy Toler, Executive Director and lobbyist for TSPE and ACEC. Position statements were given to those attending by members of ASCE, TSPE and ACEC to their respective representatives. Tuesday morning engineering members met for a briefing before going to the capital for legislative visits. The state was broken into east, middle and west and a leader was appointed for each group. The leader made appointments during the previous weeks with each legislator. Everyone was assigned Senators and Representatives to visit and deliver a folder with copies of the position statements and contact information for the societies. The group met back at the hotel for lunch and to de-brief. Documentation was logged about legislators that agreed or disagreed with our positions so that follow-ups could be made by Candy.
7. Those in Charge (Committee, Task Committee, Etc.)	The Legislative and Government Affairs committee reviewed legislation and picked a few high interest topics to support or oppose. Mrs. Toler developed position statements for each on handouts that were presented to each legislator at the reception.
8. Time Frame (When Started, When Completed)	Started as soon as the legislators go in session and start filing bills.
9. Success Factors (The Parts that Worked Really Well)	Calling ahead and setting up appointments for visits.
10. Setback Factors (The Parts that did Not Work Well)	The reception doesn't get great attendance. It is expensive for the food and open bar and hard to plan a number.
11. Creativity	

(This is something off the wall that we did)	
12. Administration (What was most Important?)	Having a central coordinator/lobbyist
13. Follow-Up (What was most important?)	Sending information and finding out the specific reason for any of the bills we opposed. Negotiating changes on the proposed bill.
14. Recommendations (What you should ALWAYS do with this project?)	Have positions ready to hand out. Contact your own legislator. They are always willing to listen to someone that can vote for them.
15. Cautions (What you should NEVER do with this project?)	
16. The Outcome	Positive.
17. Ongoing Activity (Would you do it again?)	Yes. Annually
18. Speaker Contact Information (person from your Region who would be willing to speak about the Best Practice)	
Name	Monica Sartain (Branch Manager)
Address	Patriot Engineering and Environmental, Inc. 109 Space Park North Goodlettsville, TN 37072
Phone Number	615-528-4441 office 615-528-5300 fax 615-681-1434 cell
Email	msartain@patrioteng.com
19. Additional Comments	

State Report Cards

1. Section/Branch	National
2. Section/Branch Size	All Sections and Branches
3. Project Contact	
Name	Anna Denecke
Phone Number	(202) 789-7854
Email	adenecke@asce.org
4. Project Category	Infrastructure Report Card
5. Project Description	State Infrastructure Report Cards are an opportunity for ASCE members to communicate infrastructure needs, conditions and priorities in their state to lawmakers, the public, and the media. Report Cards should be initiated with the end goal of influencing policy and raising the profile of infrastructure at the state and local level.
6. The Process (What you did, When and How)	<p>First, contact ReportCard@asce.org to get a copy of the State Report Card notification form, which is required to be turned into the Committee on America’s Infrastructure in order to begin a State Report Card</p> <p>ASCE national can provide interested chairs and vice chairs with a comprehensive training webinar, designed to share tips and best practices on recruitment, Report Card Committee organization, project management, and communication with other volunteers.</p> <p>ASCE national staff will organize a kickoff meeting with your committee, where we share information on how to collect and analyze data, write for a public audience, and release a State Report Card in an impactful way.</p>
7. Those in Charge (Committee, Task Committee, Etc.)	At a minimum, a Report Card Committee should include a chair and authors for each category. In practice, a Report Card functions much better with a co-chair or deputy chair and multiple authors on each category team.
8. Time Frame (When Started, When Completed)	We recommend State Report Cards be developed in 12 months or less. After 12 months, we have found that volunteers become less engaged and the data needs to be refreshed.
9. Success Factors (The Parts that Worked Really Well)	A chair or co-chairs with clear responsibilities, an ability to delegate, and good project management skills is typically successful at producing a State Report Card. Additionally, the Report Card Committee should understand the purpose of a State Report Card as an advocacy document, designed to influence policy.
10. Setback Factors (The Parts that did Not Work Well)	A Report Card Committee that is overly-reliant on students can encounter setbacks, due to their unique schedules and other commitments. A Committee where members are stretched too thin or cover multiple categories are also challenged.
11. Creativity	A State Report Card release event should be in a media-friendly location and

(This is something off the wall that we did)	sometimes can include a fun “hook” to encourage attendance. The Georgia Section puts out barbeque and accepts walk ins at their press conference every five years; other groups have enticed invitees with ice cream, coffee, and more. Hosting the release with a visual backdrop of infrastructure is also an effective press conference setting.
12. Administration (What was most Important?)	Regular communication with ACSE National and expectations set at the beginning about the type and extent of comments the national Committee on America’s Infrastructure will offer.
13. Follow-Up (What was most important?)	Regular communication with the State Report Card Committee, even during initial recruitment phases, is important, so they feel looped into the process.
14. Recommendations (What you should ALWAYS do with this project?)	Contact ASCE National early and often. We have numerous resources, best practices, a negotiated rate with a graphic designer, and more to share with you. Additionally, we are critical during the last few months as you develop a media strategy and plan a release event. You don’t have to do this part on your own – we have dedicated staff to help!
15. Cautions (What you should NEVER do with this project?)	Please communicate early and often with national staff if you are planning to put together a State Report Card. Email reportcard@asce.org for more.
16. The Outcome	A successful State Report Card release is the beginning of an advocacy campaign, not the end. The grades and recommendations to raise them should serve as the foundation for your advocacy efforts at your state capitol and in city halls.
17. Ongoing Activity (Would you do it again?)	You should update a state report card every four to six years!
18. Speaker Contact Information (person from your Region who would be willing to speak about the Best Practice)	
Name	Anna Denecke
Address	101 Constitution Avenue NW, Washington DC
Phone Number	(202) 789-7854
Email	adenecke@asce.org
19. Additional Comments (We strongly recommend attaching relevant photos and graphics)	A guide on suggested timeline, graphic design, a budget, recruitment, and more is available – email Anna or ReportCard@asce.org.



2017

INFRASTRUCTURE REPORT CARD

A COMPREHENSIVE ASSESSMENT OF AMERICA'S INFRASTRUCTURE

2017 Infrastructure Grades

AVIATION	D	PARKS AND RECREATION	↓ D+
BRIDGES	C+	PORTS	↑ C+
DAMS	D	RAIL	↑ B
DRINKING WATER	D	ROADS	D
ENERGY	D+	SCHOOLS	↑ D+
HAZARDOUS WASTE	↑ D+	SOLID WASTE	↓ C+
INLAND WATERWAYS	↑ D	TRANSIT	↓ D-
LEVEES	↑ D	WASTEWATER	↑ D+

America's Cumulative Infrastructure Grade



A EXCEPTIONAL

B GOOD

C MODOCRE

D POOR

F FAILING

Illinois Infrastructure Report Card

1. Section/Branch	Illinois Section
2. Section/Branch Size	Very Large
3. Project Contact	
Name	Darren Olson
Phone Number	847-456-1595
Email	dolson@cbbel.com
4. Project Category	Infrastructure Report Card
5. Project Description	Infrastructure Report Card for the State of Illinois
6. The Process (What you did, When and How)	We prepared our State Report Card. This was our 3 rd time doing it, we previously had ones in 2010 and 2014.
7. Those in Charge (Committee, Task Committee, Etc.)	Illinois Section Report Card Committee
8. Time Frame (When Started, When Completed)	January 2017 – February 2018
9. Success Factors (The Parts that Worked Really Well)	Coordinating early and often with ASCE National
10. Setback Factors (The Parts that did Not Work Well)	We got into a time crunch at the end which proved to be a bit stressful. This was due to the need for a lot of coordination with publishing, printing, etc. for our release event. We also did not get as much statewide coverage because we did our release in Chicago rather than Springfield.
11. Creativity (This is something off the wall that we did)	Organized a huge release event that turned into a round table discussion with leaders from different organizations in Chicago
12. Administration (What was most Important?)	Having a good group of volunteers and getting them the information from ASCE National early in the process. We have an in-person kickoff meeting with ASCE that really helped.
13. Follow-Up (What was most important?)	
14. Recommendations (What you should ALWAYS)	I would recommend to always have a kickoff meeting with ASCE National in person. It helps start the coordination.

do with this project?)	
15. Cautions (What you should NEVER do with this project?)	
16. The Outcome	We had a successful Report Card and launch
17. Ongoing Activity (Would you do it again?)	yes
18. Speaker Contact Information (person from your Region who would be willing to speak about the Best Practice)	
Name	Darren Olson
Address	
Phone Number	(847) 823-0500
Email	dolson@cbbel.com
19. Additional Comments (We strongly recommend attaching relevant photos and graphics)	2018 Report Card for Illinois' Infrastructure executive summary



Illinois Section of the American Society of Civil Engineers
INFRASTRUCTUREREPORTCARD.ORG/ILLINOIS



ILLINOIS GRADE SUMMARY



About the Grades

Infrastructure's grade based on eight criteria: capacity, condition, funding, future need, operation and maintenance, public safety, resilience, and innovation. ASCE grades on the following scale or define these grades as:



5 STEPS WE CAN TAKE

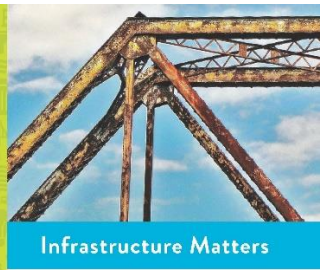
- Prioritize Infrastructure.** If we must make choices, we must make them wisely. At the end of 2015, the Governor's Infrastructure Task Force released a report that prioritized infrastructure investments. The report includes a list of 100 projects and a list of 100 projects that are not to be funded.
- Sustainable Funding.** Our leaders must coordinate and develop new revenue sources that provide adequate long-term funding for infrastructure. Funding options include tolling, public-private partnerships, and other innovative financing mechanisms.
- Pass a Capital Plan.** The State needs to pass a Capital Plan to ensure we have a roadmap for the future. The previous Illinois State Program was passed in 2009 and has expired. While the Governor's Plan does not cover the full range of infrastructure funding, it is a good start. We need to ensure that funding for infrastructure is not cut off.
- Capitalize on Advantages.** We must capitalize on our location as the crossroads of the nation. Our existing network of highways, waterways, and location on the Great Lakes give us a unique advantage. We must ensure that our infrastructure investments are not duplicated.
- Forward Thinking.** The services we receive from our infrastructure are critical to our quality of life and economic success. We must ensure that our infrastructure investments are not outdated. We must ensure that our infrastructure investments are not outdated.

About ASCE-ILLINOIS

Civil engineering experts in their respective fields from the Illinois Section of ASCE, with assistance from the Central Illinois Section, Quad Cities Section, and the St. Louis Section, prepared the Report Card for Illinois Infrastructure. The Report Card is intended to educate and inform elected officials and citizens on the condition of our State's infrastructure using sound engineering evaluation criteria and to provide recommendations on how to raise the grade. Since 1915, the Illinois Section has represented Civil Engineers in America's engineering job, and the organization recently celebrated its Centennial Anniversary. ASCE provides a platform for our members to mentor, learn and teach, which enables us to serve as stewards of infrastructure in our state, nation and throughout the world.

CONTACT US

800-548-ASCE (2723)
reportcard@asce.org
www.infrastructurereportcard.org/illinois



Infrastructure Matters

Infrastructure is the backbone of our daily lives and communities. While we don't always acknowledge it, the condition of our infrastructure has a very real impact on every person and business. We all depend on roads and bridges to get us where we are going, water infrastructure that delivers clean water to our taps, and a system of inland waterways, ports, rail and transit to move goods and people that fuels our economy.

Illinois has a unique competitive economic advantage being at the crossroads of the country's rail, air, roadway and waterway systems. Historically, large investments were made in our infrastructure to capitalize on these advantages, which created and promoted growth and advantages for Illinois' economy and citizens. In recent years, however, there has been a trend of underinvestment that threatens our competitive advantage and the health, safety and welfare of our citizens.

The Report Card was created to help Illinois understand the state of our infrastructure. As civil engineers, our job is to plan, design, construct, and maintain our infrastructure networks and this document allows us the opportunity to share that information with the public. The Report Card provides a snapshot for residents and policymakers to engage in conversation about where we are and where we want to be. We hope that this information provides the insight needed to start that conversation and ignite action.

How You Can Get Involved

- Get the full story behind this Report Card at www.infrastructurereportcard.org/illinois.
- Find out the condition of the infrastructure near you on the Save America's Infrastructure app available on iTunes and GooglePlay.
- Ask your elected leaders what they're doing to make sure your infrastructure is reliable for the future. Use your zip code to find your list of elected officials at www.infrastructurereportcard.org/take-action.

2018 ILLINOIS INFRASTRUCTURE REPORT CARD

The 2018 Report Card for Illinois' Infrastructure gave the state an overall GPA of C-. Illinois' civil engineers studied 10 infrastructure categories. Of those 10, seven infrastructure categories are in mediocre condition and three categories are in poor condition.

The good news is there are solutions to all these challenges, and we can raise Illinois' infrastructure grades. By learning more today about the conditions of the infrastructure you use every day, you too can help raise the grade.

AVIATION

Illinois airports are vital to the State's economy and play a critical role in linking pilots, passengers, and cargo to roadways, railways, and shipping routes. O'Hare and Midway Airports are the second and twenty-fourth busiest airports in the nation, respectively, and the two collectively accommodate more than 48.5 million enplaned passengers and 4.7 million tons of cargo annually. Illinois has continued to invest in airport infrastructure, including airfield, terminal, ground access, and cargo facilities, supported by the City of Chicago, Illinois Department of Transportation and Federal Aviation Administration funding. However, airport infrastructure needs have increased 32% since 2015 and Illinois has a projected funding need of more than \$5 billion over the next five years. With no anticipated growth in funding, the future of the State's national prominence in aviation is in doubt.

BRIDGES

Illinois is home to 26,775 bridges, the third largest bridge inventory in the nation. Of these bridges, 8.6% are classified as structurally deficient. There are an average of nine million trips across the 2,303 structurally deficient bridges in Illinois each day. While the percentage of structurally deficient bridges in Illinois has not increased, the rate of improvement has stalled, falling far below the national improvement rate over the past four years. The Illinois Department of Transportation multi-year program has identified \$2.6 billion in bridge maintenance funding to be spent over the next six years, far less than the estimated \$10 billion in present-day needed bridge repair.

DAMS

There are 1,824 state-regulated dams in Illinois that have multiple potential functions, carry differing levels of risk, and are owned and operated by both the public and private sectors. Over 50% of the dams in this state are over 50 years old, and within four years, nearly 85% of Illinois dams will be over 50 years old. Many infrastructure components are nearing their design life and are expected to require significant maintenance in the near future. Publicly-owned dams are generally in satisfactory condition, but nearly 75% of the State's dams are privately owned and have limited access to public funding mechanisms for major repairs. The Illinois Department of Natural Resources does safety program continues to do as much as it can, but is suffering from decreased funding and a reduction of staff.

DRINKING WATER

The state of Illinois has 1,740 Community Water Supply systems that supply drinking water to more than 12 million people. Many of these water systems were constructed in the first half of the 20th century. Since that time, the residential use of potable water has increased from five gallons to 100 gallons per day. This strain on aging infrastructure results in system breaks and leaks that lose as much as 30% of the treated water supply. The City of Chicago has replaced 526 miles of watermain as part of a 10-year plan to annually invest \$225 million to replace approximately 500 miles of aging pipes, but more investment throughout the State is needed. The required 20-year investment need has grown from \$17 billion in 2007 to \$21.5 billion in 2017.

NAVIGABLE WATERWAYS

Illinois has 1,118 miles of navigable waterways passing through or bordering the state, including the Illinois, Mississippi and Ohio Rivers. The confluence of these three waterways is a crucial hub in the nation's navigation system, prepping Illinois to dispatch among the states in total tonnage of waterborne freight, and critical in domestic tonnage. This competitive advantage is threatened by deferred maintenance on locks that have long exceeded their 50-year design life. Insufficient federal funding contributes to reduced system reliability as locks wear out faster than the U.S. Army Corps of Engineers (USACE) can afford to repair them. USACE is operating with a fix-as-fail strategy, making repairs when something breaks or fails. Such repairs take days, weeks or months, with no advance notice to shippers and carriers and can result in major financial consequences. Given the \$4 billion tonnage of freight shipped annually, failure of just one of the critical locks can cost more than \$1.5 billion annually in additional transport costs and the loss of more than \$2 billion in farm-based income.

PORTS

Illinois has 19 public port districts and over 350 private terminals located along the Illinois, Kaskaskia, Ohio, Mississippi and Wabash Rivers, as well as Lake Michigan. These ports promote economic development, including industrial, commercial and transportation activities, with a total economic impact of \$6.4 billion while supporting over 48,000 jobs. Illinois ports and their respective industrial parks are responsible for moving more than \$81 billion of manufactured goods, \$37 billion of agricultural products and \$18 billion of chemical products. Unlike many other states, the ports within Illinois receive no funding from the State. Instead, they rely on their own revenue for projects and compete for the limited federal grants or financing available to them.

RAIL

Illinois is home to one of the most important rail hubs in the country and rail is integral to the State's economy. The 7,000-mile-long track network is the second largest in the country, and Illinois is the only state in which all seven Class I freight railroads operate. 500 freight trains with 37,000 cars and 700 passenger and commuter trains carrying 509,000 passengers pass through Chicago every day. Nearly one quarter of the nation's rail-shipped goods and services move through Chicago, and more carloads of freight are carried through Illinois than any other state in the nation. Significant investments have been completed or are underway to expand capacity and improve the condition of publicly and privately-owned rail infrastructure, including over \$3 billion by Class I railroads over the last eight years. However, over \$17.5 billion of substantial investments to the rail infrastructure in Illinois are needed to accommodate the expected 30% future growth in freight rail traffic over the next three decades.

ROADS

Illinois has more than 145,700 miles of roadway and is third in the nation for total interstate miles. Despite its extensive network, the State's roadways were ranked third worst nationally for travel delay, excess fuel consumed, truck congestion cost, and total congestion cost. Despite the need for maintenance and repair, Illinois' 19 cent-per-gallon motor fuel tax has remained the same since 1991. Facing the outlook of restricted revenues, the Illinois Department of Transportation (IDOT) Multi-Year Plan reduces available funding by over \$1 billion total from FY 2018-2023. Meanwhile, Illinois residents are still paying, driving, or in need of repair costs Illinois motorists \$4.8 billion a year in extra vehicle repairs and operating costs, or \$564 per motorist. While several high-profile projects have been completed by IDOT and the Illinois Tollway, long-term sustainable funding sources are required to meaningfully address the quality of the State's road system.

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Fellow Upgrade Promotion – Baton Rouge Branch

1. Section, Branch	Louisiana Section, Baton Rouge Branch
2. Section/Branch Size	Medium
3. Project Contact	
Name	Joey Coco, P.E.
Phone Number	(225) 246-8206
Email	jcoco@forteandtablada.com
4. Project Category	Membership Development
5. Project Description	The project involved increasing the number of Fellows in the Branch.
6. The Process (What you did, When and How)	Used the Branch membership database to find qualified candidates for Fellow upgrade and notified them of the potential membership upgrade.
7. Those in Charge (Committee, Task Committee, Etc.)	Branch Membership Director
8. Time Frame (When Started, When Completed)	8 hours from start to mailout, 2 hours' time per interested candidate.
9. Success Factors (The Parts that Worked Really Well)	Mailout and interest by those that didn't know they were qualified.
10. Setback Factors (The Parts that did Not Work Well)	Cumbersome ASCE membership database. Need an easier to use membership database from National.
11. Creativity (This is something off the wall that we did)	
12. Administration (What was most Important?)	Embracement by the Branch board
13. Follow-Up (What was most important?)	Had to follow up with National a few times to make sure newly enlisted fellow members received plaque.
14. Recommendations (What you should ALWAYS do with this project?)	Recognize new Fellows at Branch luncheons.

15. Cautions (What you should NEVER do with this project?)	Send letters to deceased Branch members by accident.
16. The Outcome	Many interested candidates in Fellow upgrade. 25 percent increase in total number of Branch Fellows prior to established program.
17. Ongoing Activity (Would you do it again?)	
18. Speaker Contact Information (person from your Region who would be willing to speak about the Best Practice)	
Name	
Address	
Phone Number	
Email	
19. Additional Comments	It is very important to recognize newly enlisted Fellows at Branch luncheons. This demonstrates respect to the Fellow and reinforces the interest of the Branch to promote Fellow status.

Membership Growth – Baton Rouge Branch

1. Section, Branch	Louisiana Section, Baton Rouge Branch
2. Section/Branch Size	Medium
3. Project Contact	
Name	Joey Coco, P.E.
Phone Number	(225) 246-8206
Email	jcoco@forteandtablada.com
4. Project Category	Membership Development
5. Project Description	The project involved increasing the number of new members in the Branch and raising Branch awareness.
6. The Process (What you did, When and How)	Provided free lunch vouchers to those non-members who are potentially interested in joining ASCE and become active in the Baton Rouge Branch. Visited government agencies and local engineering firms to distribute vouchers and inform “champion” members of the program.
7. Those in Charge (Committee, Task Committee, Etc.)	Branch Membership Director
8. Time Frame (When Started, When Completed)	24 hours to visit 15 firms/agencies and develop/print vouchers.
9. Success Factors (The Parts that Worked Really Well)	
10. Setback Factors (The Parts that did Not Work Well)	
11. Creativity (This is something off the wall that we did)	
12. Administration (What was most Important?)	
13. Follow-Up (What was most important?)	Reinforce the voucher program through the e-newsletter and website. Continue to remind current members at our branch meetings about the voucher program.
14. Recommendations (What you should ALWAYS do with this project?)	Identify champions who can assist you by handing out vouchers within agencies or firms to potentially interested future members.

15. Cautions (What you should NEVER do with this project?)	
16. The Outcome	
17. Ongoing Activity (Would you do it again?)	
18. Speaker Contact Information (person from your Region who would be willing to speak about the Best Practice)	
Name	
Address	
Phone Number	
Email	
19. Additional Comments	Expect this to be an investment into the future of the Branch. Don't expect an overwhelming redemption of vouchers. Hand out several hundred to get a few new faces at meetings. Response from current membership has been "good idea."

Membership Recruitment (Students) – Baton Rouge Branch

1. Section, Branch	Louisiana Section, Baton Rouge Branch
2. Section/Branch Size	Medium
3. Project Contact	
Name	Danielle Welborn
Phone Number	(225) 907-7821
Email	brasce.ym@gmail.com
4. Project Category	Membership Development
5. Project Description	Tips on Recruiting College Students
6. The Process (What you did, When and How)	I started by contacting the presidents of the ASCE student chapters of the colleges in my area, LSU and Southern University. They were a great source to use in order to reach out to all of the student members. I attended their chapter meetings to discuss what the younger member group is all about (the socials, the service projects, etc.) as well as dedicated a specific social twice a year to the senior members. This social was focused on the graduating seniors and paid tribute to their hard work and reminded them it will all pay off soon! Since I, and the other younger members, had been through it all recently, we could relate to their struggles on projects, finals and finding a job. I talked about how there will be other struggles right after graduation but the young professionals they meet in ASCE are there struggling with them and they offer a good support system and networking system that will benefit them socially and professionally. The seniors were able to talk to the younger members who were currently employed at engineering firms in Baton Rouge and create an important relationship that could possibly result in a job opportunity.
7. Those in Charge (Committee, Task Committee, Etc.)	
8. Time Frame (When Started, When Completed)	It is an ongoing process. With each new graduating class, the younger member chair has to keep reminding the students that there is a way to stay active in ASCE after graduation that is still fun and exciting for young professionals.
9. Success Factors (The Parts that Worked Really Well)	Attending the chapter meeting right before the “seniors’ social” really made an impact. A lot of the seniors attended that social because it was fresh in their minds.
10. Setback Factors (The Parts that did Not Work Well)	Just emailing the student chapter presidents did not work—emailing them was a good start but you need to show your face to the students so they know that you care enough about their continued involvement with ASCE to

	go to their meetings. It also helps them to put a face to a name so when they get the younger member emails and invites to socials, they know who it is coming from. Keep it personal!
11. Creativity (This is something off the wall that we did)	We did a service project in which both student chapters were invited to participate. There was a great turnout from the students and I think they were really impacted by the participation from the younger members.
12. Administration (What was most Important?)	I got a lot of support from my board members. I had a very nice budget which allowed me to host socials just about once a month including the two socials that were focused on the graduating seniors. I could not have done the socials without this support.
13. Follow-Up (What was most important?)	Thanking the students for allowing us to come to their meeting as well as thanking those students who went to the social keeps the lines of communication open for future events. I also sent the student chapter presidents the pictures that we took. They posted pictures on their website as did we. For those who were not able to attend, they were able to see how much fun we had as a group and hopefully, it encourages them to attend the next social.
14. Recommendations (What you should ALWAYS do with this project?)	KEEP IT PERSONAL! Go to at least one meeting each semester. It helps to bring other young professionals with you just to show the bond that the younger member group has. It also shows how committed we are to making sure that they stay involved after graduation.
15. Cautions (What you should NEVER do with this project?)	GIVE UP! Keep contacting the students. Even if they are reluctant as sophomores or even juniors, by their senior year, when they are really thinking about what they want to do after graduation, what you have done up to that point will stick with them and they are more likely to get involved with ASCE after graduation.
16. The Outcome	We have had tremendous participation from the recent graduates at our socials and at our monthly chapter luncheons. These students have told other students how much fun they are having and our number of <u>active</u> participants has truly grown.
17. Ongoing Activity (Would you do it again?)	YES...I try to go every semester to at least one student chapter meeting. There are always new students joining so it is important to keep showing your face and reminding them about ASCE opportunities.
18. Speaker Contact Information (person from your Region who would be willing to speak about the Best Practice)	
Name	
Address	
Phone Number	
Email	
19. Additional Comments	

Younger Member Recruitment – Baton Rouge Branch

1. Section, Branch	Louisiana Section, Baton Rouge Branch
2. Section/Branch Size	Medium
3. Project Contact	
Name	Danielle Welborn
Phone Number	(225) 907-7821
Email	brasce.ym@gmail.com
4. Project Category	Membership Development
5. Project Description	Younger Member Recruitment
6. The Process (What you did, When and How)	<p>I set a goal for myself as the younger member chair this year—increase the number of <u>active</u> younger members. Our roster is quite large but very few people were coming to the socials. One of the ways I got more participation from the younger members was by having the socials at the same time each month—I chose the second Thursday of the month. Since they knew the date of each social, they were able to keep their schedules open so they can attend the social. I also committed to varying the activities each month. We do not just go to a bar for Happy Hour. We have played laser tag, gone bowling, gone to restaurants, done service projects—each month is something different which I think it keeps the younger members interested and the attendance up!</p> <p>As for member recruitment, I think recruiting at the college level is the best place to start. Those who hold a position in their student chapter and are active in their student chapter are very likely to stay involved after graduation and possibly even hold a role in the branch. Attending the student chapter meetings is beneficial so they receive the personal attention they deserve. Another really good source for recruitment is the younger member group that you already have. They probably work at an office with many other young engineers so when they have a good time at the social, they will go back to their office and talk about how much fun they had and will recruit their coworkers to attend the next social.</p>
7. Those in Charge (Committee, Task)	

Committee, Etc.)	
8. Time Frame (When Started, When Completed)	Recruitment is an ongoing process. The younger member chair has to keep reminding the students and current younger members that there is a way to stay active in ASCE besides just attending the monthly luncheons.
9. Success Factors (The Parts that Worked Really Well)	The socials at restaurants instead of bars have been some of the best attended socials! The activities (laser tag, bowling, etc.) were second best! However, it is nice to have a relaxing happy hour every once in a while!
10. Setback Factors (The Parts that did Not Work Well)	I do not organize socials in the summer months anymore—partly because of my budget but also because many people go on vacation so attendance usually drops in the summer. It is nice to give myself a break as well. We start fresh again in the fall with new ideas for social activities.
11. Creativity (This is something off the wall that we did)	Something that I tried but never really continued was the “Younger Member Spotlight.” This was an opportunity for younger members to nominate their fellow younger members for something special they did at work or in the community. It is up to them to acknowledge an accomplishment of a fellow yellow member and the nominee would be recognized at the monthly ASCE luncheon. Unfortunately, I never got any nominations the first few months so I stopped trying but it is something that I would like to try again.
12. Administration (What was most Important?)	I get a lot of support from my board members. I have a very nice budget which allows me to host socials just about once a month including the two socials that are focused on the graduating seniors. I could not do the socials without this support.
13. Follow-Up (What was most important?)	I always send out an email to the younger members after the social to thank them for coming. I also attach a picture, if we take one, to show all those who didn’t attend how much fun we had.
14. Recommendations (What you should ALWAYS do with this project?)	Take ideas from those who give it! Do not ignore their suggestions. After all, it is their evening that they are giving up to spend time with the younger member group so you should try to do what they want to do.
15. Cautions (What you should NEVER do with this project?)	GIVE UP! Keep contacting the younger members. Even if they are reluctant at first, they might just be really busy but they may come to one social and realize what they have been missing and then attend many after that—and maybe even recruit others to come too!
16. The Outcome	Our attendance has exploded since we have had socials every month. It is something for them to look forward to and now that they know when it will be, they don’t have to worry about possibly having other plans or conflicts. It has been great! Our number of <u>active</u> participants has truly grown.
17. Ongoing Activity	YES...I am still doing socials once a month and they are going very well but I am

(Would you do it again?)

always looking for new ideas of where to go and what to do.

18. Speaker Contact Information

(person from your Region who would be willing to speak about the Best Practice)

Name

Address

Phone Number

Email

19. Additional Comments

This Best Practice includes the following attachments:

- Photographs of younger member socials and events



Habitat for Humanity Build with LSU and Southern University (November 2008)



YM Social at Tsunami (February 2009)



“Senior Night” YM Social at Walk-Ons (March 2010)

Region Governor Leadership Training – Boston Section

1. Section, Branch	Boston Section (BCES)
2. Section/Branch Size	Very Large
3. Project Contact	
Name	Very Large
Phone Number	Anni Autio
Email	(617) 452-6309
4. Project Category	Membership Development
5. Project Description	Transition from Section President to Region Governor based on Region 1 Board of Governor observations (also applicable to finding and training your successor)
6. The Process (What you did, When and How)	Maintaining continuity on the Region Board of Governors begins during the third-year term of a Region Governor...first with candidate selection (Fall-Winter) followed by opportunities for job shadowing and sharing of pertinent correspondence (e.g., eRoom enrollment, mailings to Section/Branch presidents, copies of the Section Informant, Region Governor e-mails, and so forth) as well as identifying available resources including go-to contacts. The intent is to build and maintain a strong organization that has growth potential and enables everyone coming to a leadership position to build upon the foundation given (entrusted) to them. Recognition for the need was based on the limited exposure of the governor candidate to the Region Board and its activities.
7. Those in Charge (Committee, Task Committee, Etc.)	As this is a prototype project, Anni Autio (Region Historian, Past ASCE Officer and Section President) initiated the activity and engaged the current Region Governor candidate to self-tabulate and track information received prior to his formal induction. This will be reviewed later to determine what advance information was helpful so that a schedule can be drafted for the next transition.
8. Time Frame (When Started, When Completed)	<ul style="list-style-type: none"> • Start: September 2010 (announcement of opening) • Mid-term: April 2011 (candidate determined, start of information sharing) <p>End (of cycle): September 2011 (Governor orientation/induction)</p>
9. Success Factors (The Parts that Worked Really Well)	

10. Setback Factors (The Parts that did Not Work Well)	
11. Creativity (This is something off the wall that we did)	
12. Administration (What was most Important?)	This process creates the opportunity for past Region Governors/ASCE Officers to share experiences and provide guidance for incoming leaders. This also enables current Section and Region officers to remain focused on their roles without adding to their workloads and provides an opportunity for past Governors to remain active after their term expires.
13. Follow-Up (What was most important?)	A feedback loop was developed at the onset so that the action can be tracked and refined for the next cycle.
14. Recommendations (What you should ALWAYS do with this project?)	Coaching continuity is important and reminders of the calendar elements. It cannot be assumed that candidates are already on established mailing lists, including the one use by the Region Board. At a minimum, monthly check-ins should be conducted.
15. Cautions (What you should NEVER do with this project?)	Interaction and feedback are important throughout the cycle. The end of each session should be positive with acknowledgement and appreciation on the level of commitment the candidate has agreed to accept and the benefits that can be attained for this volunteer service.
16. The Outcome	To be determined at a later date
17. Ongoing Activity (Would you do it again?)	Absolutely. Strong leadership transitions are important to the vitality of a growing organization. Anticipating weaknesses in advance provides opportunities to make timely reinforcement.
18. Speaker Contact Information (person from your Region who would be willing to speak about the Best Practice)	
Name	
Address	
Phone Number	
Email	
19. Additional Comments	

Life Member Forum – Los Angeles Section

1. Section, Branch	Los Angeles Section
2. Section/Branch Size	Very Large
3. Project Contact	
Name	Jay Higgins
Phone Number	(818) 406-4896
Email	jay.higgins@aecom.com
4. Project Category	Membership Development
5. Project Description	Life Member Involvement
6. The Process (What you did, When and How)	<p><u>Formation of the Life Member Organization</u>¹</p> <p>Life Member status is generally conferred by ASCE when a member reaches age 65 and fulfills a number of years of ASCE membership. Current data indicates that there about 20,000 members eligible to become a Life Member, which is about 15% of ASCE membership, and the numbers will certainly grow in the future.</p> <p>Life Members have the energy, experience and the enthusiasm to be involved in a great variety of activities that serve their desire to contribute to their chosen profession, but also is of service to the local organization membership. Getting started to create a Life Member organization for a Section/ Branch is a two-step process. First, an officer of the local organization must believe in the value of more Life Member participation and support the commitment of resources to the effort. Second, a motivated and enthusiastic Life Member champion must be selected that can contact and recruit other Life Members and foster their involvement in local organization activities. In some cases, an organization may find it appropriate to create a start-up team.</p> <p>Life Members add great value to ASCE, to the community in which they live, and, at the same time get a sense of contribution and accomplishment on a professional and personal level. Following are some of the activities that have already been done by Life Members at the Section and Branch level:</p> <ol style="list-style-type: none"> 1. Recognize their peers through Awards Programs and/or

¹The material in this Best Practices Guide section was excerpt from *Guidelines for Life Member Involvement in ASCE*, dated March 2009, prepared by the Task Committee on Life Member Involvement, Norm Buehring, Chair. A copy of the report may be obtained from the Society's Geographic Services Division.

- recognition of achievement, such as becoming a Life Member.
- 2. Recognize Life Members through articles in Section/Branch Newsletters.
- 3. Volunteer for Section/Branch activities.
- 4. Promote ASCE initiatives at the Local/Regional or Society level.
- 5. Organize and/or provide speakers for a speaker's bureau.

Help improve communications through work on a web site or by providing hard copies for members who don't use computers.

- Prepare a Life Members Newsletter.
- Lead and/or participate in Engineer Week activities.
- Organize History and Heritage projects/activities.
- Assist Student Chapters with programs/activities. *
- Mentor students and younger members. *
- Involvement with engineering related public projects (speak at public hearings).
- Lead and/or assist with the preparation and dissemination of local Infrastructure Report Cards.
- Organize or assist in disaster preparedness programs.
- Offer transportation to other Life Members who want to participate but can no longer drive.
- Help with fundraising such as golf tournaments and seminars.
- Assist the formation of other Life Member Groups.
- Digitize Section/Branch records and important historical information.

An ASCE study on Life Members has shown that the program outlined above will result in increased Life Member participation at the local level. The keys are Section/Branch support, a motivated champion, and a program that utilizes the elements of these Guidelines that are appropriate for the specific Section or Branch.

~~Los Angeles Section Life Member Forum~~²

The Los Angeles Section (Section) Life Member Forum (LMF), created in the early 1990s, has been very successful over the years, and serves as a model for the Society for Life Member involvement. The Life Members are involved in several activities with the primary event being a brunch held each year to induct those members that have reached Life Member status into the Section's Life Member Forum. The goal of the brunch, held in each year February or March, is to recognize lifetime achievements, encourage them to stay active in ASCE, and get involved in Section's Life Member Forum activities.

The Life Member Forum held its annual Life Member Brunch in 2010 on March 6th. This event provided special recognition to the dedication and service of all new Life Members. Each year it has become a Section tradition to invite the Society President-Elect to be the guest speaker at the brunch. The guest speaker at the 2010 event was then President-elect, Kathy

²The material in this section was excerpt from the *Los Angeles Section 2009-2010 Annual Report*. A copy is available from the Los Angeles Section Secretary upon request.

	<p>Caldwell P.E., F. ASCE. Kathy spoke on the Vision for 2025. Each Life Member's bio was shown in the event program and each was presented a plaque by Kathy Caldwell and Jay Higgins, P.E., M. ASCE, Los Angeles Section President recognizing their new membership status.</p> <p>The Section has led the Society in Life Member activities. The forum is very active in events that benefit the membership of the Section at all levels in their careers, including student and younger members. Our Life Members have been active in: history and heritage, recognition of national and local historic civil engineering landmarks; mentoring programs at the high school and college levels: providing input at public hearings for pending infrastructure projects; suggesting building code changes or implementation of code standards to public officials; and involvement in community projects such a habit for humanity. These activities have provided significant value to our members, public officials, and the general public.</p>
7. Those in Charge (Committee, Task Committee, Etc.)	Larry Lewis is the current President of the Los Angeles Section Life Member Forum. His contact information is: 562 927-2088 (Home Phone); ml3lewis@gmail.com
8. Time Frame (When Started, When Completed)	The Los Angeles Section Life Member Forum was created in the early 1990s as a result of the efforts of Bob Bein, P.E., past President of ASCE (2001) and the Los Angeles Section (1992), and retired Caltrans District Director, Keith McKean, P.E., now deceased.
9. Success Factors (The Parts that Worked Really Well)	The monthly meetings of the Life Member Forum keep the members connected and actively planning their next activity.
10. Setback Factors (The Parts that did Not Work Well)	With a geographic area as large as the Los Angeles Section, it is difficult to get all members involved in the meetings. We are currently investigating the possibility of forming Branch Life Member Forums to reach more of our Life Members and provide activities closer to their homes.
11. Creativity (This is something off the wall that we did)	
12. Administration (What was most Important?)	The use of the Section administrative services provider to support communication and arrange meetings is important aspect of the success of the LMF.
13. Follow-Up (What was most important?)	Follow up communication to new inductees will significantly improve participation (e.g. due to better communication, a recent nuclear-powered field trip/tour resulted in improved participation. Participation went from an average approximately 10 LMF members to 40 LMF members due an effort to contact the recent inductees).
14. Recommendations (What you should ALWAYS do with this project?)	Have person to person contact when inviting Life Member inductees to the annual brunch event.
15. Cautions (What you should NEVER do with this project?)	Relay totally on e-mail for distribution of information.
16. The Outcome	Absolutely. The contributions of the Life Member Forum to our activities and Board meetings are a significant part of the success of the Section.

17. Ongoing Activity
(Would you do it again?)

18. Speaker Contact Information
(person from your Region who would be willing to speak about the Best Practice)

Name

Address

Phone Number

Email

19. Additional Comments

This Best Practice includes the following attachment:

- Photo of the 2010 Life Member Forum Brunch

Photo from the 2010 Life Member Forum Brunch held on March 6th



Membership Survey – National Capital Section

1. Section, Branch	National Capital Section
2. Section/Branch Size	Very Large
3. Project Contact	
Name	Christian J. Manalo, P.E., DEE
Phone Number	(703) 626-1031
Email	manalo_christian@bah.com
4. Project Category	Membership Development
5. Project Description	The National Capital Section (NCS) formed a Management and Best Practices Subcommittee in September 2010 to evaluate Section activities and identify means for optimizing value of NCS membership. As part of the Subcommittee’s efforts, a membership survey was conducted and the results provided in an interim finding report.
6. The Process (What you did, When and How)	The survey was performed as one part of a larger focused effort to improve benefits to our Section members. The survey was conducted via Cvent (www.cvent.com), an online service that members also use to register for section meetings. The survey began with an email announcement on December 8, 2010 and survey responses were received over a two- week period. The survey consisted of 12 mostly multiple-choice questions but also included open-ended questions where respondents could provide additional input. The survey results were compiled and interpreted to identify specific areas of improvement for the section. Results were also compared to an earlier membership survey performed in 1998 to identify trends over time.
7. Those in Charge (Committee, Task Committee, Etc.)	The Subcommittee was formed upon approval of the Section Board of Directors. Work was led by a subcommittee chair and supported by members of the Section.
8. Time Frame (When Started, When Completed)	Subcommittee was formed in September 2010. Survey questionnaire was developed during the Fall of 2010 and conducted in December 2010. Results were analyzed throughout January 2011 and first presented to the Section leadership during its regular Board of Directors meeting in February 2011. Conclusions from the survey will also be included in a larger Subcommittee report to be completed by Fall 2011.
9. Success Factors (The Parts that Worked Really Well)	The survey questionnaire was craftily developed to ensure results would be beneficial to the decision-making of the Section leadership. Issues of concern included how to improve attendance at Section meetings and greater participation among our members. Most questions dealt with providing insight into these two specific issues. The questions were vetted among Section leaders prior to releasing the survey. Additionally, results of the survey were not simply released as-is. Answers to each survey question were

	analyzed deeply to determine linkages with answers to other questions and identify trends among demographics and over time.
10. Setback Factors (The Parts that did Not Work Well)	Response rate to the survey was about 16-percent of our members, which is approximately the same percentage that responds to our Section monthly meeting announcements. A higher rate would have been preferred. A high-level analysis of the respondents' backgrounds however correlated well with demographic information that we already possessed from our membership database (e.g., ages, gender, specialties, etc.).
11. Creativity (This is something off the wall that we did)	Among the innovative things we did was to map out the locations where members both worked and lived to find out where the optimal locations would be for meetings both in the daytime and in the evening. Another thing we did was find out what other professional or industry associations that members were a part of to identify potential organizations for joint activities and also to coordinate the timing of future events.
12. Administration (What was most Important?)	It was important to have a Subcommittee chair and members with strong interest in organizational development and improvement. The Subcommittee met near weekly during its first three months to discuss and plan activities, including survey development, interviews of key leaders, literature review, and data interpretation.
13. Follow-Up (What was most important?)	A fair amount of resources were required to interpret data after receiving the survey results. Even after initial presentation of the survey's findings, follow-up questions were naturally asked by the Section leadership. Questions such as which types of members answered questions in certain ways proved helpful in answering to delve into the root causes for issues that were identified.
14. Recommendations (What you should ALWAYS do with this project?)	This survey was largely a success not only in the results that were discovered but even the process itself. By announcing and advertising the survey, Section members were appreciative of the efforts being made by the Section leadership to evaluate its own performance in trying to improve the value of their membership.
15. Cautions (What you should NEVER do with this project?)	The large amount of data received from the survey could be interpreted in many ways. The results must be looked at objectively and carefully in order to be truly reflective of the interests and needs of Section members.
16. The Outcome	The Section leadership continues to review the results of the survey as needed when planning activities, including but not limited to the selection of topics, speakers, locations, and timing.
17. Ongoing Activity (Would you do it again?)	
18. Speaker Contact Information (person from your Region who would be willing to speak about the Best Practice)	

Name	
Address	
Phone Number	
Email	
19. Additional Comments	This Best Practice includes the following attachments: <ul style="list-style-type: none">• Survey results• Survey questions



ASCE-NCS Management and Best Practices Subcommittee

PRELIMINARY FINDINGS REPORT – Part 1

July 6, 2011

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- Introduction and Background
- Member Analyses
- Best Practices Review
- Meetings Analysis
- Conclusions and Recommendations

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Executive Summary

- The ASCE-NCS Management and Best Practices Subcommittee was developed to evaluate Section activities and identify means for optimizing the overall value of NCS membership.
- Work consisted of identifying member interests, exploring best practices, and evaluating meetings and other activities. As part of this work, a membership survey was conducted and interviews were held with NCS leadership, university faculty, and other chapters and organizations.
- Overall, members expressed general satisfaction with NCS (survey showed 89-percent favorable rating), and interest in section activities has been increasing over the past few years. Several activities stand out in particular for their success, including university engagement, Young Members Forum, Sustainability Awards Banquet, and monthly section meetings.
- There are a number of areas where further gains can be made, particularly in attracting and retaining next generation of leaders and widening the scope of activities to include greater areas of interest. Many ideas are suggested within this report, including greater involvement by committees.

Executive Summary (cont'd)

Construction was identified as the area of greatest interest per the membership survey (45%).

This was followed almost equally by Transportation & Development, Environmental and Water Resources, and Structural Engineering (34-36%). Other significant areas included Sustainability, History & Heritage, Geotechnical Engineering, and Architectural Engineering.

24-percent of members are over the age of 65. 22-percent of members are under the age of 35.

Meetings were most desired on Tuesdays, Wednesdays, and Thursdays. Time of day for meetings was nearly split with 45% of respondents preferring evening and 41% daytime.

Washington DC and Arlington were the area's most members preferred as the meeting location (up to 22%), however a significant number of members selected Tysons Corner (17%). A substantial number of members also selected Rockville and Bethesda (10%).

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Introduction and Background

The Management and Best Practices Subcommittee was formed to evaluate Section activities and identify means for optimizing the value of NCS membership. Subcommittee activities include:

- Analysis of monthly meetings, including attendance, costs, and benefits;
- Compiling and reviewing industry statistics and studies applicable to Section activities;
- Developing and conducting membership survey, and analyzing responses;
- Assessing and evaluating young member and university involvement;
- Reviewing best practices of other ASCE chapters and organizations for potential adoption by NCS;
- Evaluating geographic and demographic distribution of NCS members to assist in planning future activities; and
- Identifying and evaluating potential partnerships and sponsorships.

The Subcommittee was formed in September 2010 and chaired by Christian Manalo. Subcommittee members included Rollie Berry, Kari Kubista, Nashwa Alrawahy, and Isaias Espinoza.

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ASCE-NCS member backgrounds were evaluated to identify interests and assess their level of engagement with section activities

- ❑ Membership roster from August 2010 was evaluated for information regarding membership grades, institutes involvement, education levels, and other demographics.
- ❑ A membership survey was performed over a three-week period in December 2010 to further identify areas of interest, identify barriers to participation, assess member satisfaction, and gain other input for improving section activities.
- ❑ A previous membership survey was performed in 1998. Results from the previous survey were compared to current data to identify any trends.



❑ 3,059 members are included in the August 2010 membership roster.

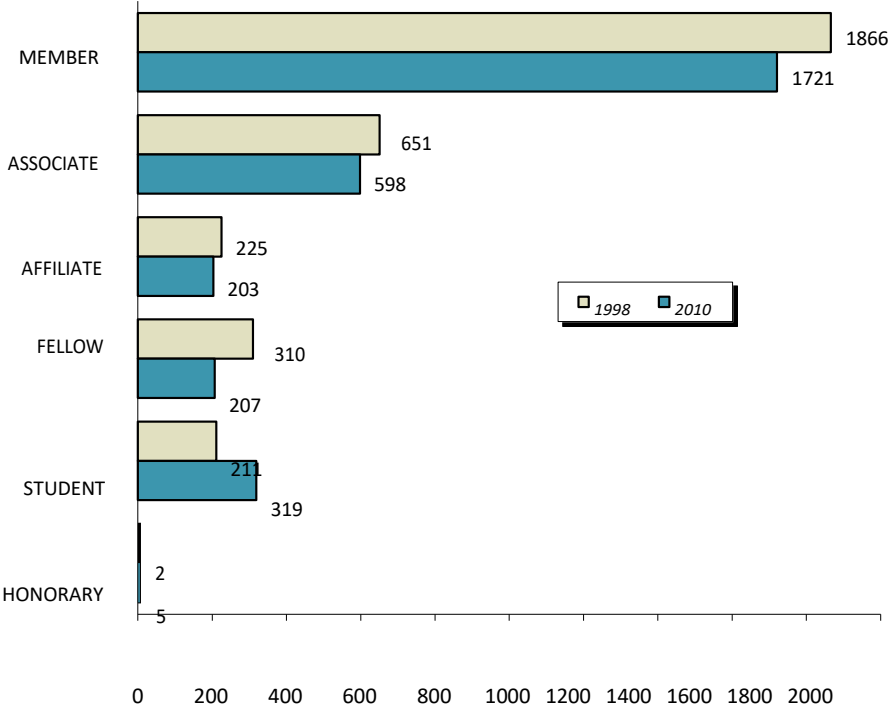
❑ 488 persons responded to the December 2010 membership survey, approx. 16%. As such, the results are not fully representative of NCS members as a whole; an inherent bias exists in the results. Typical open rate for NCS general meeting announcements is 18-20%.

Membership dropped across most membership grades since 1998, with exception of Students, which increased more than 50-percent

- Overall membership dropped approx. 7% since 1998 (from 3,265 to 3,053).
- Reductions between 7-9% occurred across most grades – Member, Associate, Affiliate, and Fellow.
- Student membership increased 51-percent

Life Members currently make up 22% of our membership.

General membership reduction may be due to larger industry trend.... technical persons trending toward IT professions.



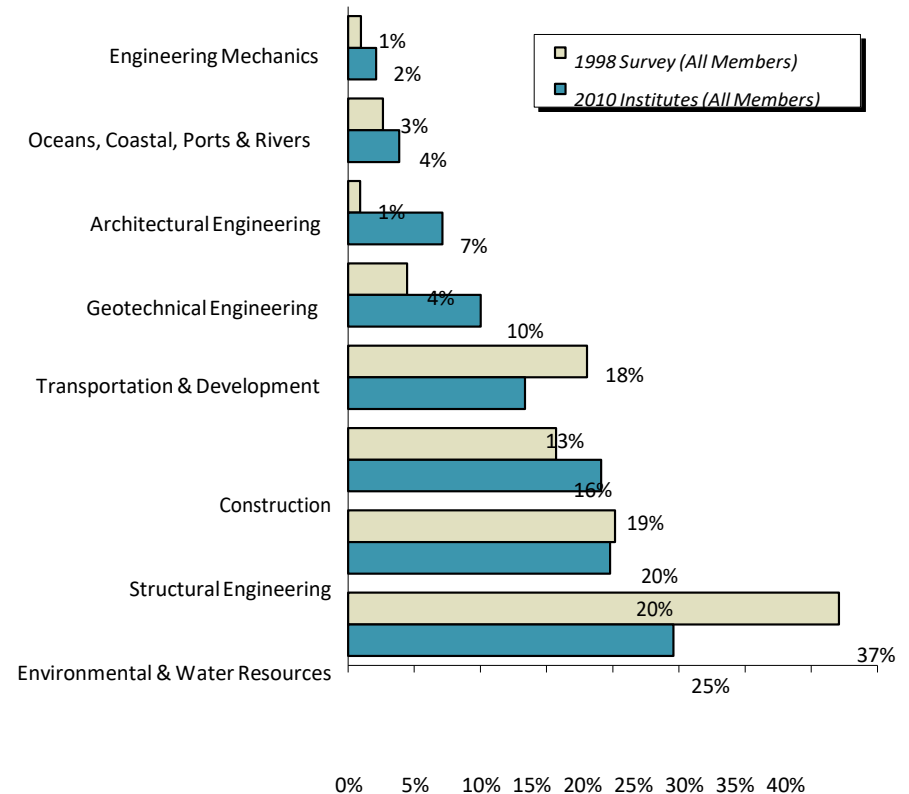
Notes:
 1. 2010 values are based on ASCE-NCS membership database dated August 2010. 1998 values are based on previous membership database.

Primary interest in Architectural and Geotechnical Engineering increased significantly since 1998, while Environmental/Water Resources and Transportation/Development dropped significantly

Contributors to changing demographic include industry trends, however committee activity and speaker lineup for monthly meetings can also play a major factor.

Water/Environment: Approx. 20% of NCS members are also a member of a sister water organization (AWRA, FWQA, WEF, AWWA).

Transportation/Development: Approx. 8% of NCS members are a member of a sister transportation organization (AASHTO, APTA, TRB)



Notes:

- Members were placed in only one category of interest.
- 2010 values are based on all NCS members in ASCE Institutes. 1998 values are also based on all NCS members, combining multiple interest areas matching the Institutes' focus.
- 1998 Environmental/Water Resources includes Water Resources Planning & Mgmt., Water Resources Engg., and Environmental Engg.. 1998

Transportation & Development includes Transportation Engg., Urban Planning & Development, and Air Transportation.

Members responding to the 2010 survey closely match demographics of the overall NCS membership

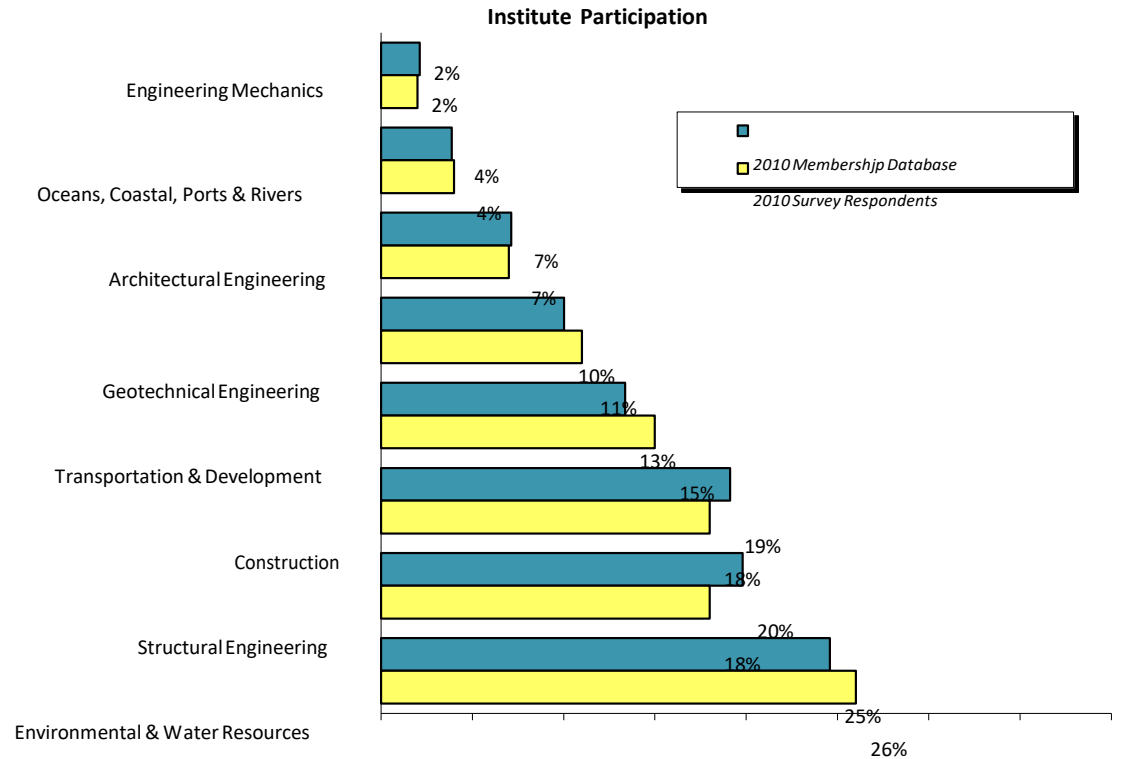
■ Institute participation among survey respondents matched

very closely to proportions in the membership database (as shown in chart).

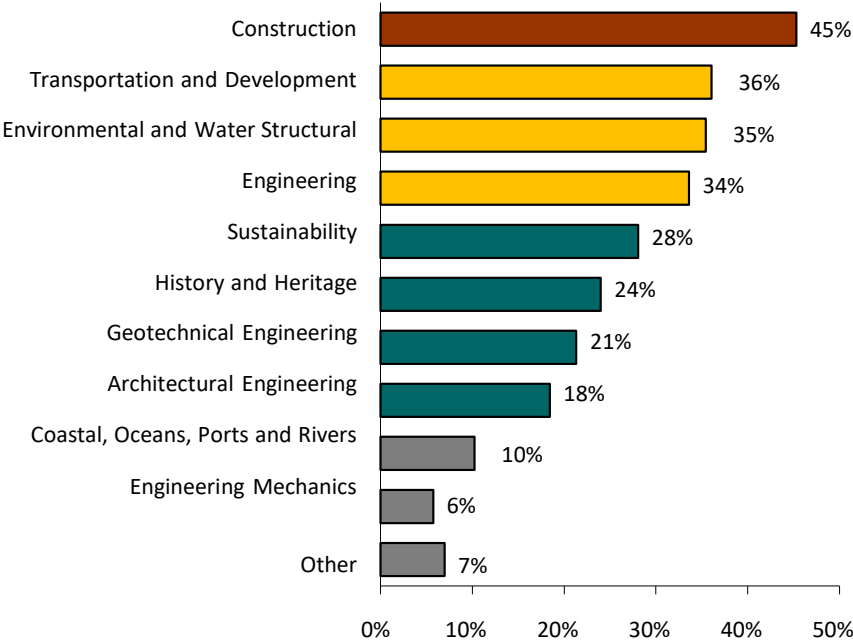
■ Median age for all NCS members was 53; median age for survey respondents was 54.

■ Responses to the 2010 survey must still be viewed in light of only a 16-percent response rate.

Responders tend to be more active, interested, or have more time.



Construction was identified as the greatest overall area of interest, followed almost equally by Transportation/Development, Environmental/Water Resources, and Structural Engineering



- Other Areas of Interest as Identified by Respondents**
- Critical Infrastructure
 - Leadership & Management
 - BIM (Building Information Modeling)
 - Intelligent Infrastructure
 - Highway retaining walls Project/CN Management
 - Medical facilities
 - Energy & energy efficiency
 - Risk & reliability Project Management Airports & Railways
 - Low Volume Road Development & Maintenance
 - Geomatics Engineering
 - Green Energy Innovation
 - Fire Protection
 - Hydraulics & Hydrology
 - Marketing
 - Natural Disasters International Development Conflict Resolution & Public Participation
 - Engineering & Project management Site Design/Land Development Engineering & Process Automation Facility Maintenance Security
 - International;managem

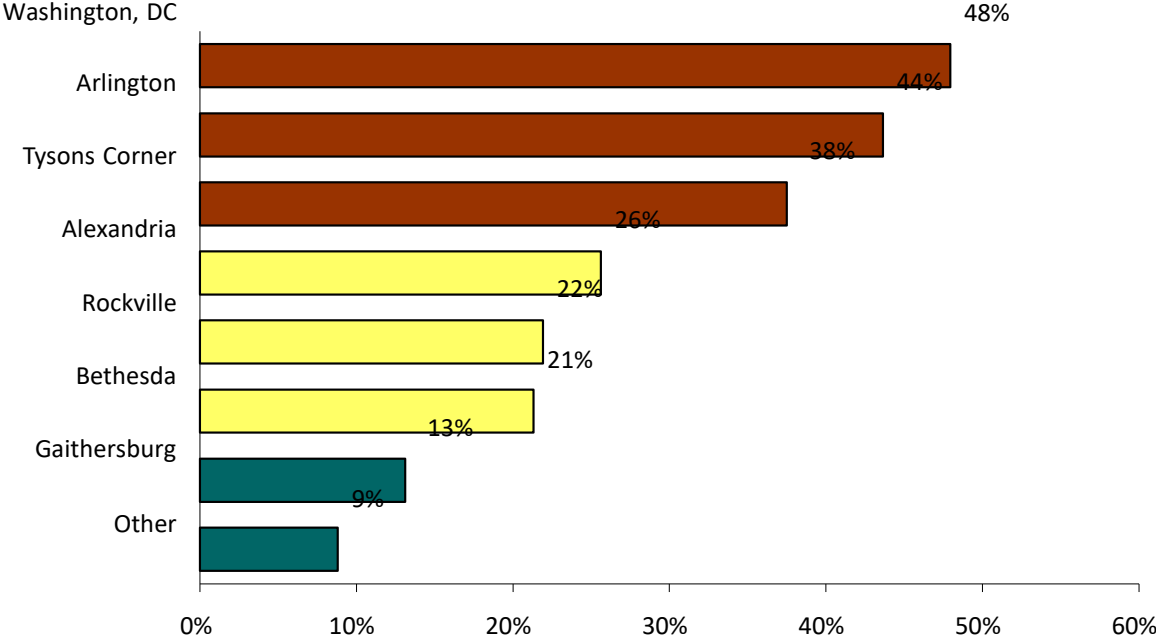
1. Respondents allowed to select more than one area of interest.

2. Sustainability, a relatively new concept, also received a significant amount of interest.

Notes:

1. Values based on 2010 membership survey.

Washington DC, Arlington, and Tysons Corner were selected as the locations members most preferred to meet, irrespective of day or time



Notes:

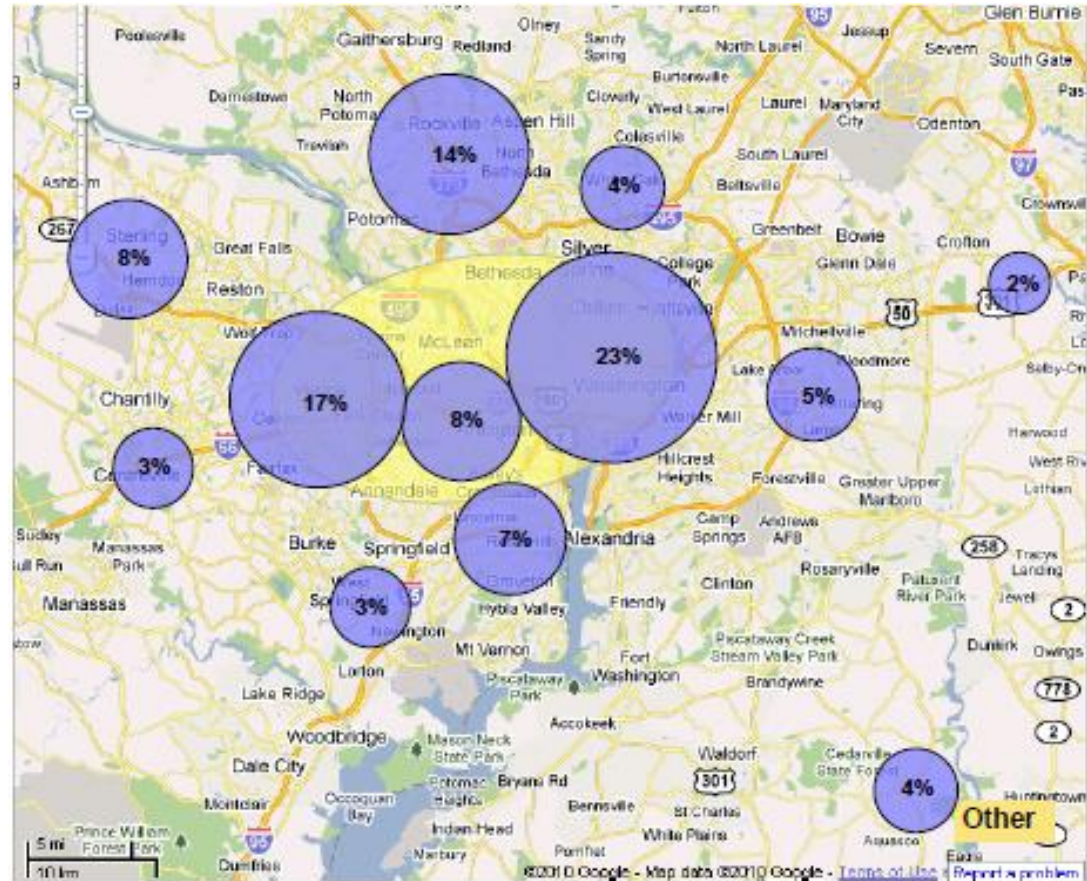
- 1. Values based on 2010 membership survey.
- 2. Respondents were allowed to select more than one location.

The geographic distribution of members mostly centers around DC, Arlington, and Tysons Corner during the work day

23% of members identified their work location as DC.

>55% of members are located within a 20-minute drive to Arlington.

Locating a daytime meeting in Arlington may be considered an ideal location, specifically if its' close to Metro and Route 66 (e.g., Rosslyn)



Notes:

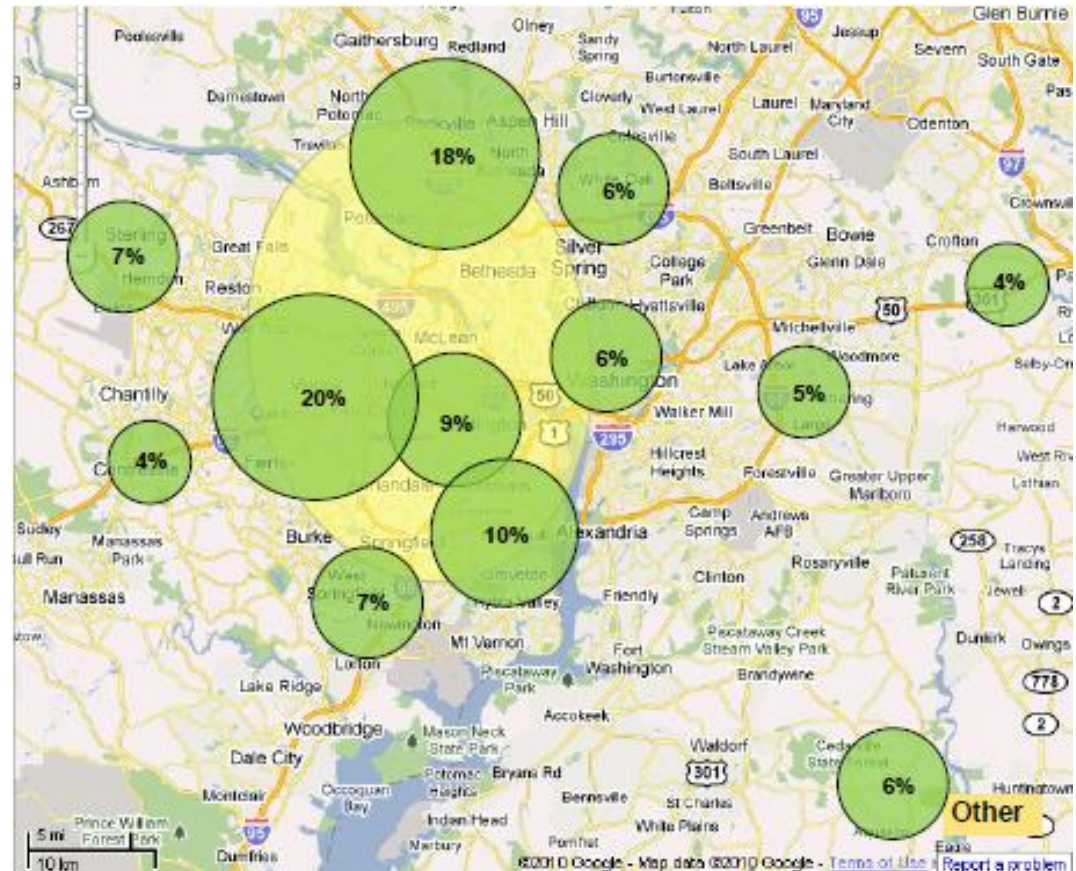
1. Based on responses to 2010 membership survey,

In the evening, the population shifts significantly westward into Virginia and towards Montgomery County

❑ DC population drops substantially from 23% in daytime to 6% in evening.

❑ Nearly 75% of members are located within a 30-minute drive of Tysons Corner (non-rush hour).

❑ Locating an evening meeting en-route between Arlington and Tysons Corner may be considered an ideal location (e.g. Ballston, Falls Church). Proximity to Metro would be critical to accommodate rail commuters.

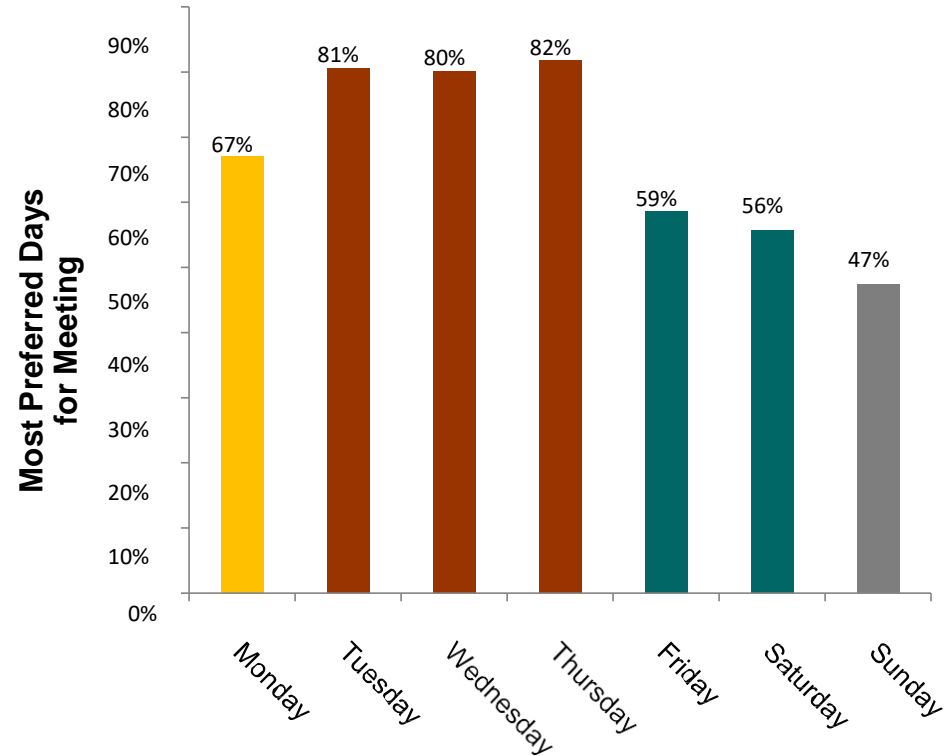


Notes:

1. Based on responses to 2010 membership survey,

Members selected Tuesday, Wednesday, and Thursday as the most preferred days for meeting

- ☐ Friday, Saturday and Sunday were the least preferred days to meet.
- ☐ Some interviewed members expressed interest in performing construction site visits on Saturdays.
- ☐ Scheduling regular meetings on the same day of the week each month generally improves attendance.



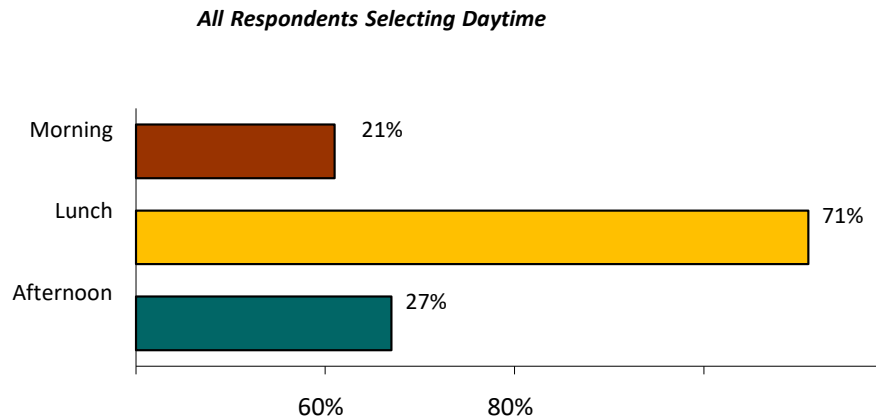
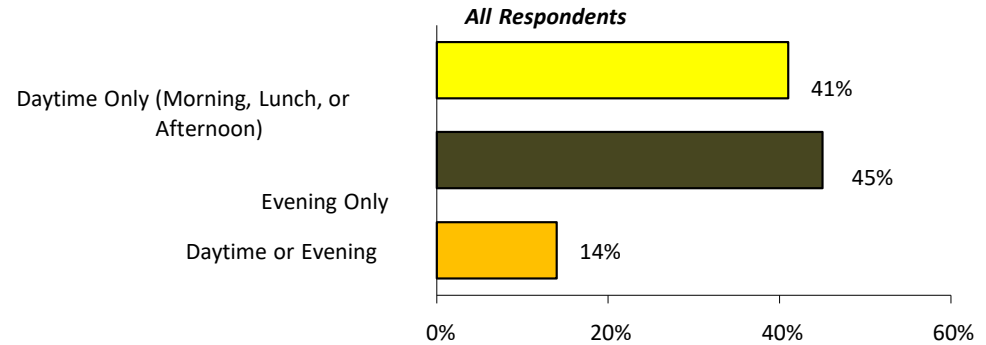
Notes:

1. Based on responses to 2010 membership survey.
2. Respondents were allowed to select more than one day.

Members preferring to meet in the daytime nearly equaled that of those who preferred the evening

❓ NCS should strongly consider scheduling regular meetings in the daytime. Members also tend to be more concentrated in population centers during the day.

❓ Of members interested in meeting during the daytime, most preferred time was during lunch.

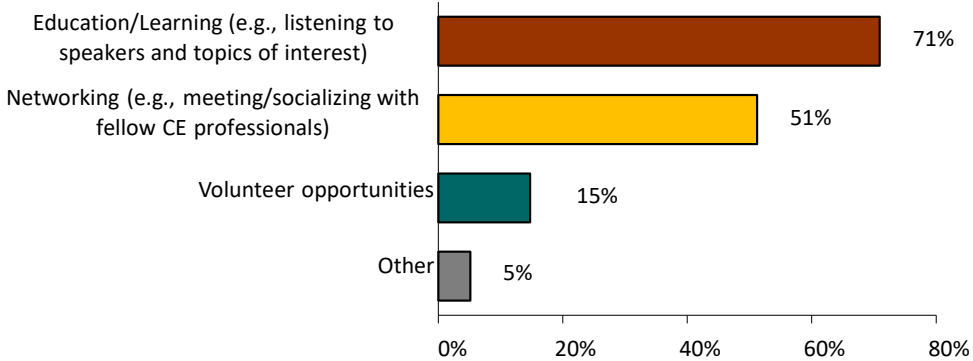


Notes:

1. Based on responses to 2010 membership survey.
2. Respondents were allowed to select more than one time of day. Less than 20% of respondents selected more than one time.

0% 20% 40%

Education/Learning was the benefit of most interest to members, followed by Networking opportunities



Other Benefits of Interest as Identified by Respondents
Training seminars Engineering
Articles
History & Heritage events
Observe efficacy of association PDH
Credits
Critical Infrastructure
Business development
Project Experiences and Industry Best Practices
Association
Local mailings
Newsletter
Occasional Programs
Professional Development
Publications

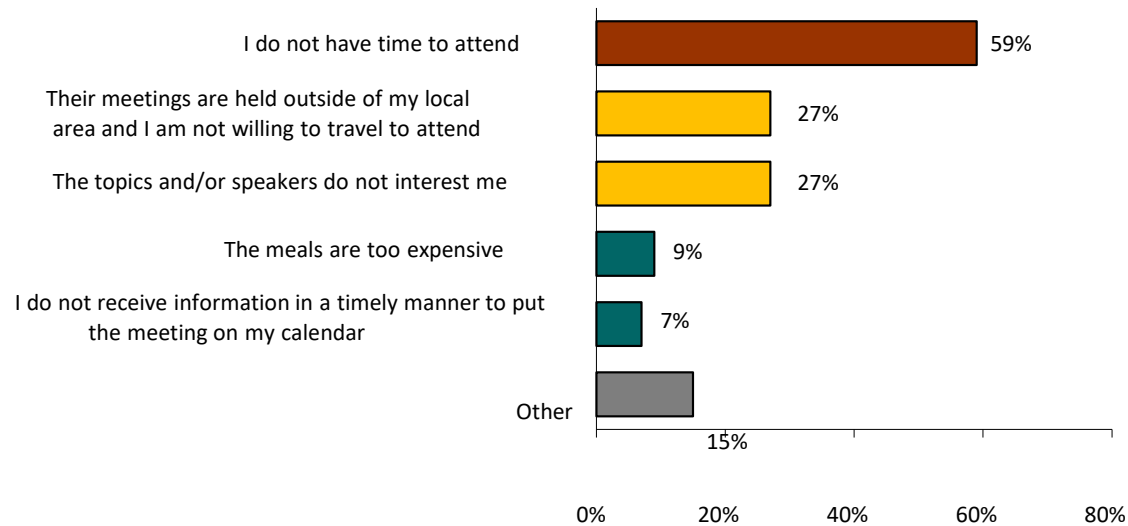
Events that provide an opportunity to both educate and network are ideal in terms of receiving the greatest number of attendees.

Education/learning is primarily a function of the topic. Topics/speakers should be selected based on members’ interests as identified in survey.

Monthly meeting structure can potentially be modified to devote more time/attention toward networking (e.g., sponsors welcome table, recognizing special guests, approachability of speaker and Board, facilitating introductions, etc.)

Notes:
 1. Based on responses to 2010 membership survey.
 2. Respondents were allowed to select more than one benefit.

The main reason members are unable to attend meetings is due to time; travel and interest level are also major reasons



Of those respondents that did not have time to attend, only 12-percent noted that the meetings were outside their local area, and they were not willing to travel to attend.

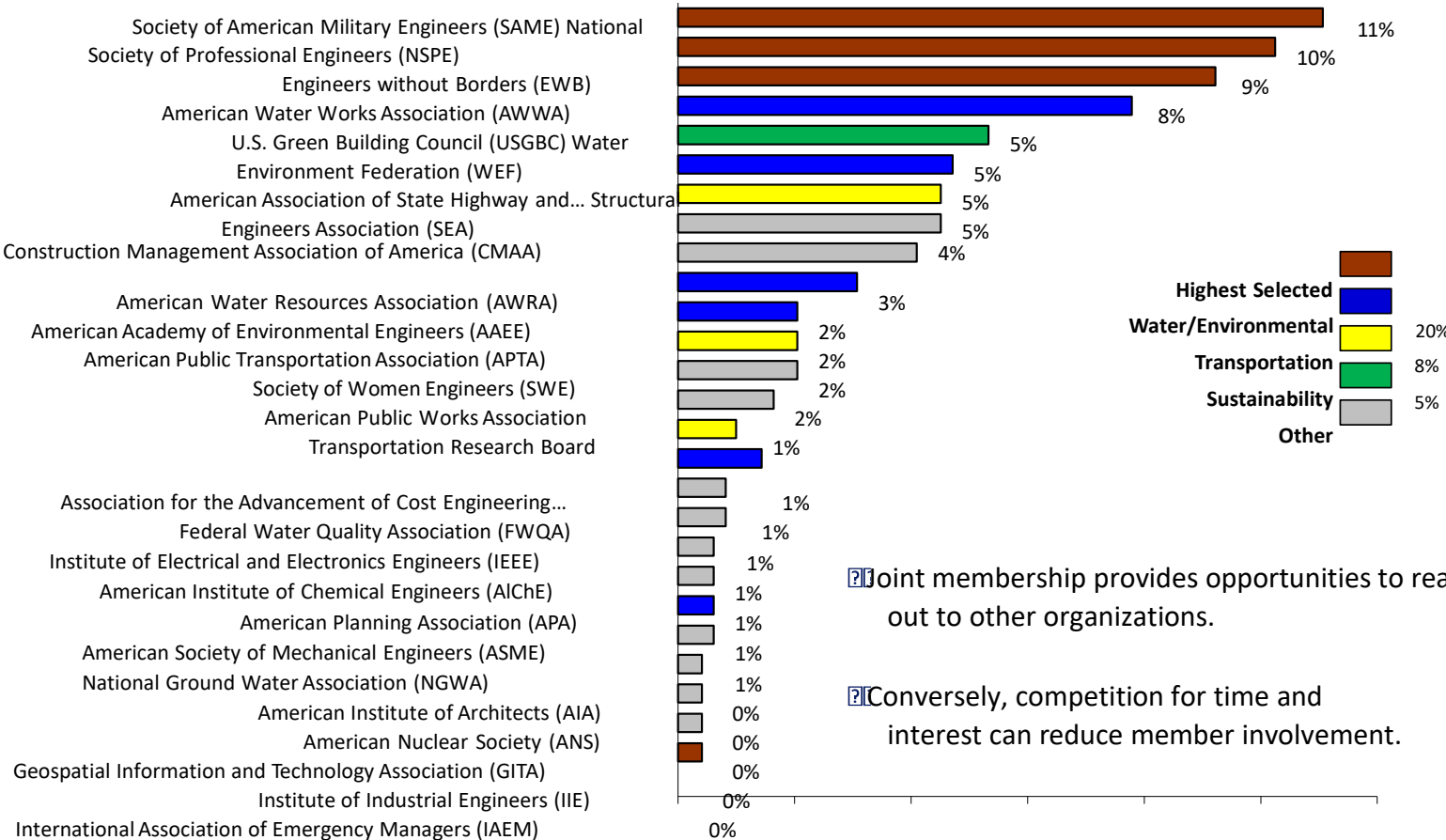
40-percent of respondents responded that they are reimbursed for registration costs.

31-percent would be encouraged if a guest/spouse could attend for free or at a discount.

Notes:

1. Based on responses to 2010 membership survey.
2. Respondents were allowed to select more than one reason.

Members are active in many other associations, specifically SAME, NSPE, and Water/Environmental organizations



Joint membership provides opportunities to reach out to other organizations.

Conversely, competition for time and interest can reduce member involvement.

Notes:

Based on responses to 2010 membership survey. Respondents were allowed to select multiple answers. Approx. 130 of 488 respondents noted

they were a member of an association "other" than those listed.

0% 2% 4% 6% 8%
 10% 12%

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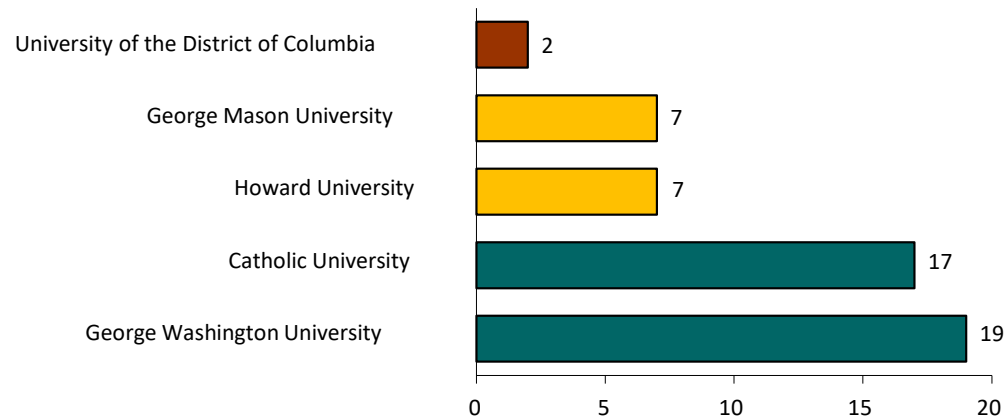
Of the highest overlapping organizations, only SAME, AWRA, and FWQA were identified as having regularly scheduled monthly or bimonthly meetings

Regular Meeting Schedule	
<u>Society of American Military Engineers (SAME)</u>	DC Post– meets 3 rd or 4 th Thursday each month at DC Navy Yard Northern Virginia Post – meets 1 st Thursday of each month at Ft. Belvoir
<u>National Society of Professional Engineers (NSPE)</u>	DCSPE: meets 1 st Friday of each month; VSPE: no regularly scheduled meetings <u>Engineers</u>
<u>without Borders (EWB)</u>	DC: meets 3 rd or 4 th Thursday of each month
<u>American Water Works Association (AWWA)</u>	CSAWWA/VAAWWA – no regularly scheduled monthly meetings <u>U.S. Green</u>
<u>Building Council (USGBC)</u>	No regularly scheduled monthly meetings
<u>Water Environment Federation (WEF)</u>	NVRAC and CWEA – no regularly scheduled monthly meetings
<u>American Association of State Highway and Transportation Officials (AASHTO)</u>	No regularly scheduled monthly meetings
<u>Structural Engineers Association (SEA)</u>	Metro DC: regularly meets monthly on Wednesdays; week varies
<u>Construction Management Association of America (CMAA)</u>	No regularly scheduled monthly meetings
<u>American Water Resources Association (AWRA)</u>	Meets every other month (Sep, Nov, Jan, Mar, May); day varies <u>American</u>
<u>Academy of Environmental Engineers (AAEE)</u>	No regularly scheduled monthly meetings
<u>American Public Transportation Association (APTA)</u>	Unknown
<u>Society of Women Engineers (SWE)</u>	Unknown
<u>American Public Works Association</u>	DC/MD/VA Section - No regularly scheduled monthly meetings
<u>Association for the Advancement of Cost Engineering International (AACEi)</u>	Unknown
<u>Federal Water Quality Association (FWQA)</u>	Generally meets every other month (Oct, Dec, Feb, Apr); day varies <u>Institute of</u>
<u>Electrical and Electronics Engineers (IEEE)</u>	Unknown
<u>American Institute of Chemical Engineers (AIChE)</u>	Unknown
<u>American Planning Association (APA)</u>	Unknown
<u>American Society of Mechanical Engineers (ASME)</u>	Unknown
<u>National Ground Water Association (NGWA)</u>	Unknown
<u>American Institute of Architects (AIA)</u>	Unknown
<u>American Nuclear Society (ANS)</u>	Unknown
<u>Geospatial Information and Technology Association (GITA)</u>	Unknown
<u>Institute of Industrial Engineers (IIE)</u>	Unknown
<u>International Association of Emergency Managers (IAEM)</u>	Unknown

Notes:

1. Information obtained primarily through website research.

ASCE-NCS members include alumni from all the local college civil engineering programs, most notably George Washington and Catholic Universities



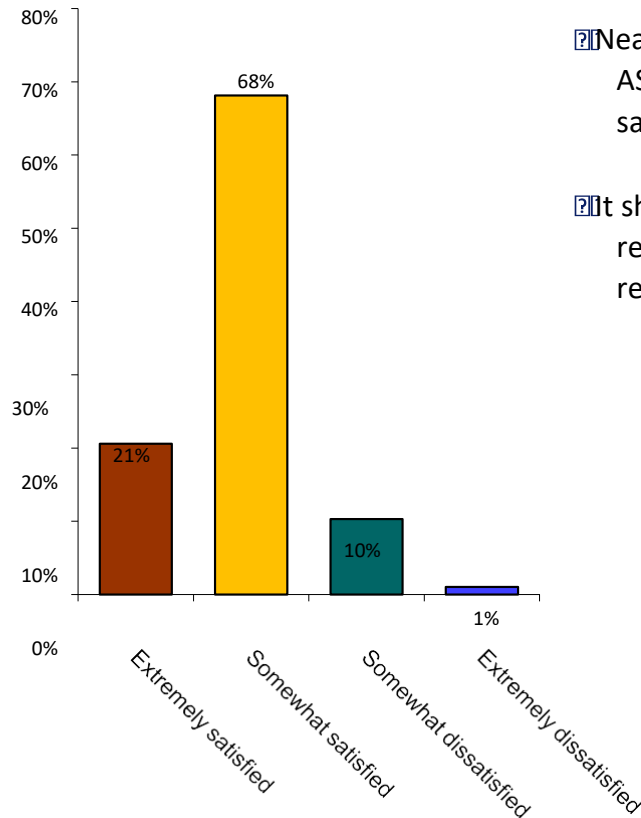
Local alumni provide opportunities for mentorship, speaker engagements, career counseling, and networking.

The faculty advisor for all local student chapters were interviewed during this study; strong interest was expressed in having NCS assist with identifying job opportunities, career counseling, and increased presence of professionals at campus events.

Notes:

1. Based on responses to 2010 membership survey.

Overall satisfaction in ASCE-NCS is very high, although improvements can be made



☐ Nearly 90-percent of respondents expressed satisfaction with ASCE-NCS, 21-percent of whom expressed extreme satisfaction.

☐ It should be re-emphasized that survey yielded a 16-percent response rate and level of satisfaction among non-respondents is uncertain.

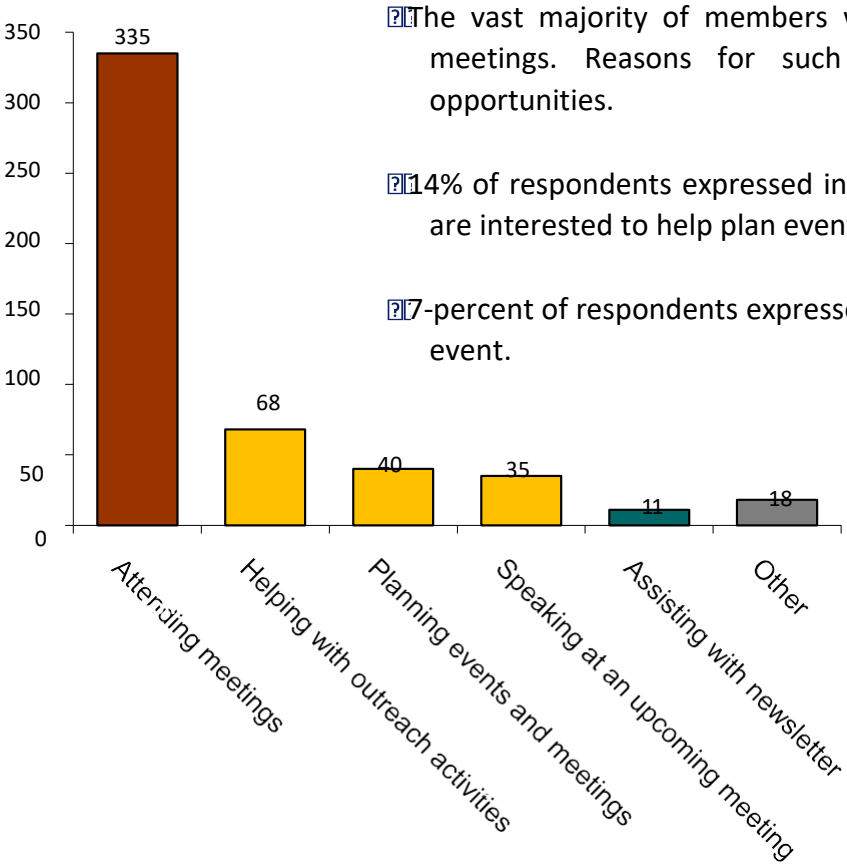
Comments Provided and Notes for Extremely Dissatisfied Members

- More appealing meeting venues with better food.
- Broader range of speakers (but maybe it's just me and my particular interests that cause your programs not to interest me).
- No reason given.
- Schedule, expensive, location
- Interested in speaking (??)

Notes:

1. Based on responses to 2010 membership survey.

Participation with ASCE-NCS is primarily focused around attending meetings of interest



71% The vast majority of members would like to participate with NCS by attending meetings. Reasons for such include educational/learning and networking opportunities.

14% 14% of respondents expressed interest in helping with outreach activities, while 8% are interested to help plan events and meetings.

7% 7-percent of respondents expressed interest in speaking at a future event.

- Others Included the Following:**
- Attend History & Heritage events
 - Participating in Field Trips
 - Volunteering
 - Advisory level to NCS Board
 - Student Applied Research Competition
 - Organize Annual Automation Committee/GMU Session

ASCE American Society of Civil Engineers®

NATIONAL CAPITAL SECTION



Thank you for verifying the below information.

*Work ZIP/Postal Code:

Home ZIP/Postal Code:

Which subject area(s) are of most interest to you?

- Environmental and Water Resources
- Architectural Engineering
- Construction
- Coastal, Oceans, Ports and Rivers
- Engineering Mechanics
- Geotechnical Engineering
- Structural Engineering
- Transportation and Development
- History and Heritage
- Sustainability
- Other:

Which benefit do you most like to get out of our section?

- Networking (e.g., meeting/socializing with fellow CE professionals)
- Education/Learning (e.g., listening to speakers and topics of interest)
- Volunteer opportunities
- Other:

Are you reimbursed for the costs of registering for ASCE-NCS events?

- No Yes

Which day(s) do you least prefer to meet

- Monday
- Tuesday
- Wednesday
- Thursday
- Friday
- Saturday
- Sunday

Which time(s) of day do you most prefer to attend events, irrespective of location

- Morning
- Lunch
- Afternoon
- Evening

Which location do you most prefer to meet (please choose up to three locations)?

- Washington, DC
- Arlington
- Alexandria
- Tysons Corner
- Bethesda
- Rockville
- Gaithersburg
- Other

The main reason(s) I have not attended Section meetings in the past

- I do not have time to attend meetings when they are offered
- The topics and/or speakers do not interest me
- I do not receive information in a timely manner to put the meeting on my calendar
- The meals are too expensive
- The meetings are held outside of my local area and I am not willing to travel to attend
- N/A
- Other

If you were allowed to bring a guest or spouse to a meeting at a discounted fee (or at no charge), would this encourage you to attend a meeting?

Yes

No

N/A

What other industry/trade associations do you belong to? (list all that apply)

American Academy of Environmental Engineers (AAEE)

American Association of State Highway and Transportation Officials (AASHTO)

Association for the Advancement of Cost Engineering International (ACEi)

American Institute of Architects (AIA)

American Institute of Chemical Engineers (AIChE)

American Nuclear Society (ANS)

American Planning Association (APA)

American Public Transportation Association (APTA)

American Society of Mechanical Engineers (ASME)

American Water Resources Association (AWRA)

American Water Works Association (AWWA)

Construction Management Association of America (CMAA)

Engineers without Borders (EWB)

Federal Water Quality Association (FWQA)

Geospatial Information and Technology Association (GITA)

Institute of Electrical and Electronics Engineers (IEEE)

Institute of Industrial Engineers (IIE)

International Association of Emergency Managers (IAEM)

National Ground Water Association (NGWA)

National Society of Professional Engineers (NSPE)

Society of American Military Engineers (SAME)

Society of Women Engineers (SWE)

Structural Engineers Association (SEA)

U.S. Green Building Council (USGBC)

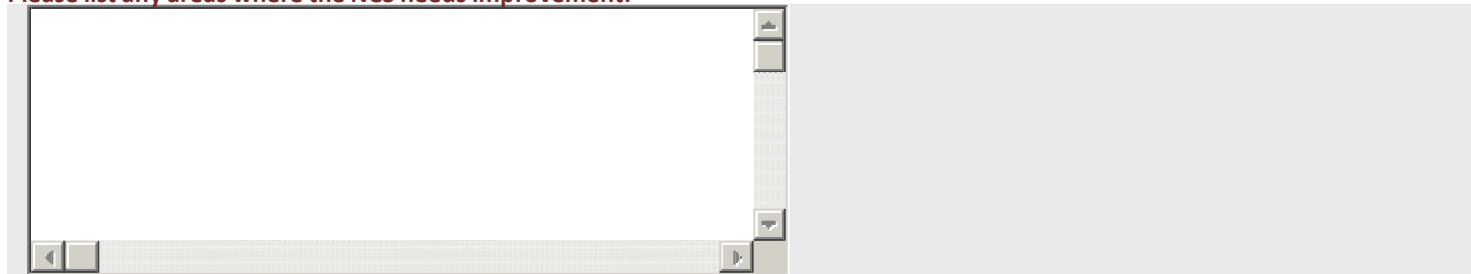
Water Environment Federation (WEF)

Other

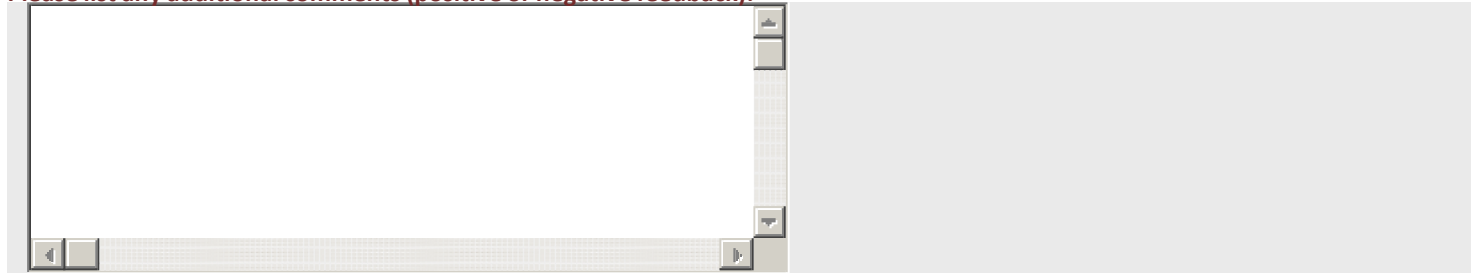
How do you rate your overall satisfaction with the ASCE-NCS?

- Extremely satisfied
- Somewhat satisfied
- Somewhat dissatisfied
- Extremely dissatisfied
- NA

Please list any areas where the NCS needs improvement:



Please list any additional comments (positive or negative feedback):



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Revival of Dormant Branch – Reading Branch

1. Section, Branch	Philadelphia Section, Reading Branch
2. Section/Branch Size	Small
3. Project Contact	
Name	Christopher Menna, R2 Governor Daniel, Klein, Reading Branch Vice President E.J. Walsh, Reading Branch President
Phone Number	(215) 686-5573
Email	manalo_christian@bah.com
4. Project Category	Membership Development
5. Project Description	Revive Dormant Branch; Plan to Re-invigorate/ Kick start Idle Branch
6. The Process (What you did, When and How)	<ol style="list-style-type: none"> 1. After establishing Branch Champions, Internet Survey set-up within <u>Zoomerang</u> free, web-based program. We went with that because it's free and it allows for more than 10 questions. We had 12. <u>Survey Monkey</u> is limited to 10. There will be minimal advertisement during the survey that we cannot control. We did not see this as an issue. 2. We then produced a zip code map covering about 100 zip codes for the Branch area. We had to get the Section's membership database as well and isolate the Branch's desired zip codes. The intent would not be to try and steal members, but rather to get input from them and get them to do stuff with the Branch. 3. It was agreed that going with email notification and a link to the survey would be best. 4. Membership database was split up to determine prospective members for survey. 5. After the survey was set-up and the members targeted, we discussed the next steps. We saw them as follows: <ol style="list-style-type: none"> a) Divide up and isolate main Section members for survey. b) Provide survey advertisement blurb to Section website c) Provide survey advertisement blurb to Section Editor for

	<p>Section newsletter</p> <p>d) Write greeting/purpose for survey email</p> <p>e) Determine POC for survey</p> <p>f) Set timeline for survey</p> <p>g) Seek volunteers to make sense of survey</p> <p>h) Plan kick-off event for Branch</p> <p>i) Seek funding support from R2 and Section.</p>
7. Those in Charge (Committee, Task Committee, Etc.)	<p>Christopher Menna – R2 Sponsor and Project Manager Daniel Klein - Branch Champion and Survey Technical Guru EJ Walsh – Branch Champion and support to Daniel Klein</p> <p>Joseph Platt, Section Board member familiar with Branch Area</p> <p>Ann Marie Tomalavage, Section Board member familiar with Branch Area Philly Section President and Membership Secretary</p> <p>All other Governors – Support and input</p> <p>ASCE National Geographical Services – technical support, guidance, and database assistance.</p>
8. Time Frame (When Started, When Completed)	<p>Started October 2009 with team formation and Survey. Kick-Off Event held June 2010 – 8 months total</p>
9. Success Factors (The Parts that Worked Really Well)	<p>Survey creation, electronic notification to members, data collection.</p>
10. Setback Factors (The Parts that did Not Work Well)	<p>None really</p>
11. Creativity (This is something off the wall that we did)	<p>Region 2 paid for the kick-off event in full – a Reading Phillies ballgame for Branch members, invited Governors, and invited Section Board members.</p>
12. Administration (What was most Important?)	<p>Having a timeline, utilizing email, electronic files, beta testing web survey, and conference calls. Ensuring that a minimum of two, new, Branch Champions have been established in Branch area and that they are</p>

	committed to the project.
13. Follow-Up (What was most important?)	Provided reassurance, resources, and guidance to new Branch champions
14. Recommendations (What you should ALWAYS do with this project?)	Carry through to the end; provide resources that were promised to Branch
15. Cautions (What you should NEVER do with this project?)	Do the project without help; not allow team members to be creative.
16. The Outcome	Survey was successfully created, distributed, and received decent response rate. Data collected was used to set-up first Branch activity. Branch activity took place with Region and Section Support. Branch Champions agreed to stay on as first officers. Branch re-established relations with Section and also now carries out its own yearly program.
17. Ongoing Activity (Would you do it again?)	Yes. R2 Governor Gregory Scott has been identified as the sponsor for the Northwest Branch (Pittsburgh Section). The Reading Branch successes will be used as a template for the Northwest Branch.
18. Speaker Contact Information (person from your Region who would be willing to speak about the Best Practice)	
Name	
Address	
Phone Number	
Email	
19. Additional Comments	<p>ASCE National gave much praise for the Reading Branch effort. Shared successes have already been provided to other Branches in New England and the Great Lakes Region.</p> <p>Success also attributed to Region sponsorship. Region provided lots of support and resources but did not overextend its influence on the Section/Branch relationship.</p>

Recruitment of Section Dues Paying Members – Hawaii Section

1. Section, Branch	Hawaii Section
2. Section/Branch Size	Very Large
3. Project Contact	
Name	Tony Lau, PE
Phone Number	(808) 372-7432
Email	tlau_1987@hawaiiantel.net
4. Project Category	Membership Development
5. Project Description	Recruitment of members that pay National dues but do not pay Section dues.
6. The Process (What you did, When and How)	<p>ASCE does not require its members to pay Section dues. In 2002, about 50-percent of the members assigned to the Hawaii Section did not pay Section dues. The intent of the project was to increase the amount of Hawaii Section dues-paying members.</p> <p>Membership Committee Chair Stacie Saito Kaneshiro sorted through the list of members assigned to the Hawaii Section to determine which members were not paying Section dues. The list included all grades of members. The committee decided to recruit all grades of members.</p> <p>The committee determined that the primary reason for members not paying Hawaii Section dues was because they did not understand the value of the Hawaii Section membership to the Hawaii Section, the local civil engineering community and to themselves. The committee drafted a letter to explain the differences between National and Hawaii Section dues and the value that their investment in Hawaii Section membership provides. The letter highlighted activities that the Hawaii Section had accomplished. With postage funding approved by the Hawaii Section Executive Committee, the Membership Committee mailed the letters to each member that did not pay Section dues. Within two months, approximately 10- percent responded with payment of Hawaii Section dues.</p>
7. Those in Charge (Committee, Task)	Tony Lau chaired the project with assistance from Membership Committee Chair Stacie Kaneshiro.

Committee, Etc.)	
8. Time Frame (When Started, When Completed)	The Membership Committee started in November 2001.
9. Success Factors (The Parts that Worked Really Well)	The number of members that started paying Section dues in addition to National dues was a valuable investment for the Hawaii Section. Explaining value of the Section membership was well received.
10. Setback Factors (The Parts that did Not Work Well)	None.
11. Creativity (This is something off the wall that we did)	Offered to assist members by coordinating the recording of the payment of Section dues with ASCE Membership staff. Recruited members sent their dues payment check to the Hawaii Section Membership Chair. The Membership Chair forwarded the check to ASCE Membership staff and coordinated the recording of the Section dues payment in the National Membership database. The intent was to make it as easy as possible for the recruited member to pay their Section dues.
12. Administration (What was most Important?)	Ensure that the recruitment letter is concise but with adequate explanation of the value of Section membership to the member, the Section and the civil engineering community. With the large quantity of ASCE literature delivered to each member, it is important to capture the member's attention. Follow-up phone calls or emails to the mailed letter would have been beneficial.
13. Follow-Up (What was most important?)	
14. Recommendations (What you should ALWAYS do with this project?)	
15. Cautions (What you should NEVER do with this project?)	
16. The Outcome	Most of the recruited Hawaii Section dues-paying members continued to pay Section dues in subsequent years.
17. Ongoing Activity (Would you do it again?)	
18. Speaker Contact Information (person from your Region who would be willing to speak about the Best Practice)	
Name	
Address	

Phone Number

Email

**19. Additional
Comments**

This Best Practice includes the following attachment:

- Recruitment letter.

2002 Hawaii Section Officers

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YOUNGER MEMBER FORUM

DIRECTOR

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Civil Engineers – Designers and Builders of the Quality of Life

October 13, 2012

{Title} {First Name} {Last Name}
{Address}
{City}, {State} {Zip code}

Dear {Title} {Last Name},

The American Society of Civil Engineers (ASCE) Hawaii Section would like to thank you for being a national member of ASCE. Included among the many benefits of national membership in ASCE are discounts on ASCE journals and continuing education courses, subscriptions to *ASCE News* and *Civil Engineering* magazine and great life and car insurance rates.

However, our records indicate that you are currently not a member of ASCE Hawaii Section because you have not paid the \$20 section dues. We would like to share why it is important to support the local section of ASCE and how it will benefit you.

The ASCE Hawaii Section is one of the more active sections in the nation. Our legislative committee has met with lawmakers to introduce bills to improve the current engineering profession in Hawaii. Our outreach committee has promoted the civil engineering profession in schools to preserve our future. Our national award winning younger member forum has organized a successful PE Refresher Course, promoted the civil engineering profession through its community activities and has assisted the engineering students at the University of Hawaii at Manoa with the transition to the working world. The funding for these and our many other activities comes directly from the number of section members each year.

As a member of the Hawaii Section, you will receive discounts on local ASCE conferences and dinner meetings. You will also receive a copy of the local engineering newsletter, *Wiliki O' Hawaii*. If you would like to become an ASCE Hawaii Section member for the year 2002, please mail a \$20 check payable to "ASCE Hawaii Section" to the address above. We will update your records with ASCE National. If you have any questions, please call Stacie Saito, Hawaii Section membership chair, at (808) 449-9195 or visit our website at www.ascehawaii.org. We look forward to your support of ASCE Hawaii Section.

Sincerely,

Tony Lau, P.E.
ASCE Hawaii Section President



Careers Roundtable – Georgia Section

1. Section, Branch	Georgia Section
2. Section/Branch Size	Very Large
3. Project Contact	
Name	Melissa Wheeler
Phone Number	(404) 506-2745
Email	mswheele@southernco.com
4. Project Category	Membership Development
5. Project Description	The Careers Round Table is a group of unemployed and underemployed ASCE members that meet regularly to discuss industry trends and career topics helping its members to build leadership skills and position for their next career opportunity.
6. The Process (What you did, When and How)	In 2009 when the economy left many Section members looking for new career opportunities, it became obvious that the Section needed to step in and help our members. The Employment Round Table, which later became the Careers Round Table, was initiated to provide networking opportunities, mentoring and career support for our displaced members. Working together, the Round Table members shared experiences, conducted mock interviews, reviewed resumes, and spread the word about job opportunities that might be a good fit for someone in the group. The group organized field trips, invited speakers on career and leadership development related topics, and continued to meet during the summer months.
7. Those in Charge (Committee, Task Committee, Etc.)	The Round Table leadership is made up of its members with oversight from seasoned Section leaders. Leading this group and organizing monthly meetings and other activities gives its members the opportunity to grow and develop new skill sets for their future careers. The leadership of the group negotiated several advantages with the Section. These included a small budget to secure several low-cost speakers for the Round Table meetings and discounted or free admission for the monthly Georgia Section meetings for Round Table members who may not be able to afford the cost of the meeting.
8. Time Frame (When Started, When Completed)	The Georgia Section meets between September and June, on the first Friday of each month beginning at 11:30 am. Since its inception in June - August 2009, the Round Table meets on the same day from 10- 11:30 am. The event is free and requires no prior registration. Non-members, section members and employers are welcome to attend the Careers Round Table prior to joining the Section meeting which is held in an adjacent meeting room. The Round Table also meets at other events including during the summer months.
9. Success Factors (The Parts that Worked)	The use of our Section webpage to market the group was successful. In addition, ASCE members made announcements at Section meetings and meetings of the ASCE branches and institutes. For this purpose, a brochure was

Really Well)	<p>created and passed out explaining the objectives of the group and inviting people to the meetings.</p> <p>The Careers Round Table experienced a high rate of success. An Excel spreadsheet was used to track members and keep track of the rate of job placement. Some of the most successful initiatives included:</p> <ul style="list-style-type: none"> • <u>Photographer sessions</u>: Held at two Section meetings offering a professional photo for \$10 for ASCE members and free for Round Table members. • <u>Resume Workshops</u>: Conducted several times a year often combined with mock interviews and presentations on the latest industry trends. • <u>CPA services and advice</u>: Invited speakers presented on taxes, financial planning, deductions and other financial issues related to job hunting. • <u>Interviewing Sessions</u>: Conducted several times a year often combined with resume reviews and presentations on the latest industry trends practice. During a session the members rotate so that each member can interview and be interviewed 2 to 3 times. Receiving valuable feedback and learning more about each other is appreciated by all. • <u>Volunteering Opportunities</u>: Group members were encouraged to serve as “volunteers” to key events within our chapter which allowed them free access to PDH credits required for the P.E. license. <p><u>Field Trips</u>: Conducted several times a year usually during the summer months when the Section does not meet.</p>
10. Setback Factors (The Parts that did Not Work Well)	With the job market looking better in the Atlanta area, we did not do a good job with long-term planning for leadership of the group. However, we believe that this group is needed in the long run as a networking place for engineers in transition, hiring managers, and students or recent graduates looking for jobs. At this point we are at a rebuilding phase of the Careers Round Table.
11. Creativity (This is something off the wall that we did)	
12. Administration (What was most Important?)	
13. Follow-Up (What was most important?)	
14. Recommendations (What you should ALWAYS do with this project?)	
15. Cautions (What you should NEVER do with this project?)	

16. The Outcome	
17. Ongoing Activity (Would you do it again?)	ABSOLUTELY.
18. Speaker Contact Information (person from your Region who would be willing to speak about the Best Practice)	
Name	
Address	
Phone Number	
Email	
19. Additional Comments	<p>This Best Practice includes the following attachments:</p> <ul style="list-style-type: none"> • Careers Roundtable Invitation • Information about the incentives of attending Careers Roundtable

If you are a civil engineer (or related field) in transition or a recent graduate looking for employment, please join us at the Round Table for a brisk hour of discussion and networking.

We will be sharing key industry information for employment opportunities, economic indicators and trends affecting the profession to support your job search. Participants are encouraged to exchange resumes for objective, tactful reviews. We also have timely speakers and regular workshops to KEEP you employed once you've connected into a great job.

The Round Table also welcomes recruiters and employers searching for high quality engineers actively engaged in their career and supporting the profession.

GA Section of ASCE invites
you to join the
***Careers Round Table Meeting on
the first Friday of each month
from
10 – 11:30 am***

- ✓ FREE event and no prior registration required
- ✓ Non-members, section members and employers welcome
- ✓ The section luncheon meeting starts at 11:30 in an adjacent meeting room



Contact Us

Charter Chair: [Suzanne Pylant, EIT, A.M. ASCE](#)

Phone: 404-519-0377 c

Communications: [Fabio Molina](#)

305-216-0232 c

Visit us online for upcoming meetings www.ascega.org



AMERICAN SOCIETY OF
CIVIL ENGINEERS
Georgia Section

ASCE GA CAREERS ROUND TABLE



Networking and career
development,
workshops and more
for civil engineers and
professionals in related
fields

ASCE GA
CAREERS
ROUND TABLE

*Georgia ASCE supports transitioning engineers while building YOUR future value as a professional and leader. **YOU ARE NOT ALONE.** ASCE understands YOUR work is most vital to your success after you leave the office. The Round Table provides innovative ways to help you find the BEST fit for your UNIQUE skills:*

- ▶ **NETWORKING** workshops for effective AND efficient connections, not just to your next employer but as you grow in your field – it's your money and your time...why waste it?
- ▶ **FREE** resume reviews by colleagues in YOUR field- feedback for best employers to consider, regular meetings and a “buddy” system to keep you connected.
- ▶ **KNOWLEDGEABLE** speakers relevant to your job search – how recently placed individuals succeeded, key employed colleagues and leaders keep you informed of industry TRENDS, improving YOUR interviewing and marketing skills.

- ▶ **LEADERSHIP** training and powerful resume builders to get you noticed.
- ▶ **ONLINE LINKS** in one place to the resources YOU need NOW – secrets and tips for extending your money, other key network groups, and sources to guide your job search.
- ▶ **CERTIFICATIONS** you want and need require the synergy of TIME and MONEY- come find creative ways to obtain certifications and skills on a budget, get CEUs, PDH's and resources to support your P.E.

Direct Invitation to New CE Graduates – Committee on Younger Members

1. Section, Branch	Committee on Younger Members
2. Section/Branch Size	
3. Project Contact	
Name	KC Atkins
Phone Number	(651) 365-8524
Email	kcatkins.asce@gmail.com
4. Project Category	Membership Development
5. Project Description	Direct Invitations to New CE Graduates
6. The Process (What you did, When and How)	Younger Member Groups are encouraged to contact new graduates and supply information regarding ASCE professional membership. The Younger Member Group may have a Civil Engineering Department in their unit or may use the invitations for new hires within their own companies or organizations. The new graduate letter can be modified to be issued from the local section or branch.
7. Those in Charge (Committee, Task Committee, Etc.)	The Younger Member Committees are in charge. It is important for the Committees to request support from their Section and Branch Leadership for manpower and resources. Planning for postage and expenses should also be taken into consideration.
8. Time Frame (When Started, When Completed)	Ongoing
9. Success Factors (The Parts that Worked Really Well)	Students have been directly invited to join their local unit, and membership has increased.
10. Setback Factors (The Parts that did Not Work Well)	This effort needs to be coordinated with the Faculty Advisor and the Practitioner Advisor to have contact with the students to find out where they will live and work post baccalaureate.
11. Creativity (This is something off the wall that we did)	
12. Administration (What was most Important?)	Planning ahead of December and May graduations is critical. All resources must be in place two months before the invitations are sent. Planning for the next graduation cycle must commence soon after the most recent invitations are sent.

13. Follow-Up (What was most important?)	1-on-1 contact is important as a follow up to the letter. A fall and spring visit to Universities/Colleges within the YMGs unit is beneficial to discuss YMGs and activities with upcoming grads.
14. Recommendations (What you should ALWAYS do with this project?)	Plan ahead and be timely.
15. Cautions (What you should NEVER do with this project?)	Procrastinate
16. The Outcome	
17. Ongoing Activity (Would you do it again?)	Yes.
18. Speaker Contact Information (person from your Region who would be willing to speak about the Best Practice)	
Name	KC Atkins
Address	1295 Northland Drive, Suite 200, Mendota Heights, MN 55120
Phone Number	651-365-8524
Email	kcatkins.asce@gmail.com
19. Additional Comments	<p>Letters from the Committee on Younger Members may be used directly for contact or as a template for Younger Member Groups to use and modify as they see fit for their particular group. It is also CYM's vision to have these packets available on a traveling Younger Members table at ASCE conferences.</p> <p>The letters can be modified for use by Sections and Branches and can be customized for soliciting Graduate Students and Young Professionals.</p> <p>-</p> <p>This Best Practice includes the following attachments:</p> <ul style="list-style-type: none"> • Letters from the Committee on Younger Members

ASCE YOUNGER MEMBERS

CHAIR, CENTRAL
GEOGRAPHIC MEMBER
Justin Arndt, P.E., M.ASCE

PAST CHAIR, EASTERN
GEOGRAPHIC MEMBER
Clement Chung, P.E., M.ASCE

SECRETARY, WESTERN
GEOGRAPHIC MEMBER
Serge Haddad, P.E., M.ASCE

COORDINATION AND
INTERNATIONAL MEMBER
Megan Peal, P.E., M.ASCE

PUBLICATIONS MEMBER
Kristin Atkins, P.E., M.ASCE

STUDENT RELATIONS MEMBER
Michelle Everett, P.E., M.ASCE

PROGRAMS MEMBER
Kyle Twitchell, P.E., M.ASCE

STAFF CONTACT
Daryl Morais

June 22, 2013

Dear Engineering Graduate Student,

The ASCE Committee on Younger Members would like you to join us in fulfilling and promoting the Civil Engineering profession throughout your remaining years as a graduate student and as you enter your professional career.

ASCE has a strong nationwide network of younger members, Younger Member Groups and resources to help you achieve your goals. Get to know other Civil Engineers and their experiences by getting involved.

ASCE can help you navigate through the different levels of your career in civil engineering. As an ASCE member, you have access to career resources, networking, leadership opportunities and so much more!

As Civil Engineers, we make a difference in people's everyday lives through our work and volunteerism.

We've put together a packet about ASCE for your benefit. Documents included in this packet are:

- 1) **Student Membership Application Form** – If you are not already a member, then join today! You can enroll via a mail in application or online at www.asce.org. As a graduate student, your dues are FREE on a National level.
- 2) **101 Ways to Benefit From ASCE** – See how many ways ASCE provides benefits to its members throughout their lives.

Our contact information is at www.asce.org/youngermember. Please let us know if you have any questions. We look forward to hearing from you, and best wishes for your continued success in engineering!

Justin M. Arndt, P.E., M.ASCE
Chair, Committee on Younger Members
Arndt.ASCE@gmail.com

Scan below to see a video on how YMG can benefit you!

[Insert scan link](#)

1801 Alexander Bell Drive
Reston, VA 20191-4382
(800) 548.2723 toll free
(703) 295.6300 info
(703) 295.6333 fax
www.ASCE.org

ASCE YOUNGER MEMBERS

June 22, 2013

Dear Engineering Student,

The ASCE Committee on Younger Members would like you to join us in fulfilling and promoting the Civil Engineering profession throughout your remaining years as a student and as you enter your professional career.

ASCE has a strong nationwide network of younger members, Younger Member Groups and resources to help you achieve your goals. Get to know other Civil Engineers and their experiences by getting involved.

ASCE can help you navigate through the different levels of your career in civil engineering. As an ASCE member, you have access to career resources, networking, leadership opportunities and so much more!

As Civil Engineers, we make a difference in people's everyday lives through our work and volunteerism.

We've put together a packet about ASCE for your benefit. Documents included in this packet are:

- 1) **Student Membership Application Form** – If you are not already a member, then join today! You can enroll via a mail in application or online at www.asce.org. As a student, your dues are FREE on a National level.
- 2) **101 Ways to Benefit From ASCE** – See how many ways ASCE provides benefits to its members throughout their lives.

Our contact information is at www.asce.org/youngermember. Please let us know if you have any questions. We look forward to hearing from you, and best wishes for your continued success in engineering!

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Arndt.ASCE@gmail.com

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[Insert scan link](#)

CHAIR, CENTRAL
GEOGRAPHIC MEMBER
Justin Arndt, P.E., M.ASCE

PAST CHAIR, EASTERN
GEOGRAPHIC MEMBER
Clement Chung, P.E., M.ASCE

SECRETARY, WESTERN
GEOGRAPHIC MEMBER
Serge Haddad, P.E., M.ASCE

COORDINATION AND
INTERNATIONAL MEMBER
Megan Peal, P.E., M.ASCE

PUBLICATIONS MEMBER
Kristin Atkins, P.E., M.ASCE

STUDENT RELATIONS MEMBER
Michelle Everett, P.E., M.ASCE

PROGRAMS MEMBER
Kyle Twitchell, P.E., M.ASCE

STAFF CONTACT
Daryl Morais

1801 Alexander Bell Drive
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(800) 548.2723 *call free*
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www.ASCE.org

June 22, 2013

Dear Younger Member,

The ASCE Committee on Younger Members would like you to join us in fulfilling and promoting the Civil Engineering profession.

ASCE has a strong nationwide network of younger members, Younger Member Groups and resources to help you achieve your goals. If you're new to an area, get to know your peers by getting involved.

ASCE can help you navigate through the different levels of your career in civil engineering. As an ASCE member, you have access to career resources, networking, leadership opportunities and so much more!

As Civil Engineers, we make a difference in people's everyday lives through our work and volunteerism.

We've put together a packet about ASCE for your benefit. Documents included in this packet are:

- 1) **Membership Application Form** – If you are not already a member, then join today! You can enroll via a mail in application or online at www.asce.org. The first 4 years after graduation have reduced membership dues and check to see if your employer will reimburse dues.
- 2) **101 Ways to Benefit From ASCE** – See how many ways ASCE provides benefits to its members throughout their lives.

Our contact information is at www.asce.org/youngermember. Please let us know if you have any questions. We look forward to hearing from you, and best wishes for your continued success in engineering!

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Arndt.ASCE@gmail.com

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[Insert scan link](#)

Women in Engineering Panel – Orange County Branch YMF

1. Section, Branch	Los Angeles Section, Orange County Branch, Younger Member Forum
2. Section/Branch Size	Large
3. Project Contact	
Name	Elizabeth Ruedas
Phone Number	(909) 900-5801
Email	eruedas@cc-eng.com
4. Project Category	Membership Development
5. Project Description	<p>ASCE Orange County Younger Member Forum was proud to host its first Women in Engineering Panel.</p> <p>In an event that drew over 50 attendees, OC YMF featured the 2015 Women in Engineering Panel on July 21st. The theme of the evening was “Career Advancement and Overcoming Challenges.” With an interactive format, three well-respected, local female professional civil engineers shared their experiences and answered a multitude of questions on Career Advancement, Work/Life Balance, Leadership, Overcoming Challenges Women Face in the Industry, and Finding Your Passion.</p>
6. The Process (What you did, When and How)	<ul style="list-style-type: none"> • March 5, 2015 – Remi Candaele, ASCE OC YMF President, and Roxanne Follis, ASCE OC YMF Vice-President, asked Elizabeth Ruedas to lead the planning of the Women in Engineering Panel. • March 6-15, 2015 – The planning committee was formed, which consisted of Gyan Sinha, Tasha M. Kamegai-Karadi, and Gyscela Quinabo. • March 16, 2015 (5:30PM-6:00PM) – Women in Engineering Conference Call 1 <ul style="list-style-type: none"> ▪ Discussed event details <ul style="list-style-type: none"> • 4 speakers with moderator <ul style="list-style-type: none"> ○ Various skill/experience levels ○ Speakers can come from areas in OC and outside <ul style="list-style-type: none"> ▪ Private and public agencies ▪ Different educational background ▪ Civil engineers, but can open it to other backgrounds • Discussed the development of a list of questions and topics

- Survey YMF members and potential attendees for questions/topics
 - Discussed the possibility of having a joint event with SWE and/or WTS?
 - Discussed venue options
 - Aim for large crowd (40-50)
 - Put together a draft schedule
 - Month of event: July
 - Planning Efforts
 - Should have topic(s) by mid-April
 - Should have speakers confirmed 2 months before event
 - Give speakers a date range (i.e. first half of July)
 - Bi-weekly conference calls until the day before the event
 - Create Google Drive to keep log of action items and people contacted
- **March 17, 2015** – Roxanne created a shared Google Drive.
- **March 25, 2015** – Elizabeth created a survey to send out to all of our ASCE OC members (Branch, YMF, and Student Chapters).
 - Planning committee provided feedback.
- **March 30, 2015 (5:30PM-6:00PM)** – Women in Engineering Conference Call 2
 - Discussed coordination with other organizations
 - Event details will be distributed to SWE, but event will not be a joint event
 - Need to contact WTS
 - Discussed event topics and questions
 - Distribute survey
 - Deadline for final event topic – April 24th
 - Established roles and task leads
 - Preparation of flyer – Elizabeth
 - Event logistics (location, ticket price, food, plaque/gift, etc.) – Gyssela /Tasha
 - Contact speakers – Team effort
 - Discussed the creation of a draft budget
- **March 31, 2015** – Gyan provided the budget from previous presentations to use as a guide.
- **March 31, 2015** – Survey was sent out to our active ASCE OC YMF members.

- **April 1, 2015** – Survey was distributed to all ASCE OC members and SWE-OC members.
- **April 7, 2015** – Kirsten Zeydel, PE, SE filled out the survey and volunteered to be a panelist.
- **April 7, 2015** – Survey was distributed to our Student Chapters (UCI, CSF, and CSLB).
- **April 8, 2015** – Elizabeth shared Survey Results with the rest of the committee.
- **April 13, 2015 (5:30PM-6:00PM)** – Women in Engineering Conference Call 3
 - Established event topic and sub-topics based on survey results
 - Career Advancement and Overcoming Challenges
 - *Career Advancement*
 - *Work/Life Balance*
 - *Leadership*
 - *Overcoming Challenges Women Face in Industry*
 - *Finding your Passion*
 - Established roles and task leads
 - Create calendar w/ mini milestones – Elizabeth
 - Create draft budget – Elizabeth
 - Start question bank - Gysela
 - Give speakers a list of final questions 3 or 4 weeks prior to event
 - List of Potential Speakers - Team Effort
 - Deadline: April 26th
 - Identify potential speakers and input information here – Team Effort
 - Kirsten Zeydel, S.E.
 - Contact Speakers - Team Effort
 - Committee discussed new items
 - Date, Venue, and Advertise
 - Preparation of flyer – Elizabeth
- **April 20, 2015** – Elizabeth created a Google Calendar with mini milestones.
- **April 27, 2015** – Elizabeth created a draft budget for the event.
- **April 27, 2015** – Gysela started a list of potential questions on Google Drive.
- **April 27, 2015 (5:30PM-6:30PM)** – Women in Engineering Conference Call 4
 - Established date of the event to be July 21st

- List of potential venues by May 11th
- Start contacting speakers from the list of Potential Speakers
 - Kirsten Zeydel – Roxanne
 - Anna Lantin – Remi
 - Sherry Nour – Gyan
 - Gail Farber – Elizabeth
 - Lucy Dunn – Margaret
- **May 11, 2015** (5:30PM-6:00PM) – Women in Engineering Conference Call 5
 - Gyssela and Tasha provided updates regarding potential venues
 - Confirmed Speakers
 - Kirsten Zeydel – Available July 21st (Roxanne)
 - Sherry Nour – Available July 21st (Gyan)
- **June 3, 2015** (5:30PM-6:30PM) – Women in Engineering Conference Call 6
 - Decided on Dave & Buster’s Irvine Spectrum as event location
 - Room: Board Room
 - Food: Bennisimo Buffet: Caesar salad, Caprese salad, Roasted Chicken Breast, Veggie Lasagna, Garden Vegetable medley, bread
 - Total: \$1279.36 inclusive of service & tax
 - Cost per Person (assuming 50 people): \$25.59
 - Deposit: \$499.75
 - Provided updates regarding confirmed speakers
 - Kirsten Zeydel – Available July 21st (Roxanne)
 - Sherry Nour – Available July 21st (Gyan)
 - Angela George – Available July 21st (Elizabeth)
 - Rossana D’Antonio – Available July 21st (Elizabeth)
 - Committee discussed new items
 - Fee Schedule – Gyan
 - Eventbrite Page – Gyan
 - Seek Sponsorship – Team Effort
 - Distribute “Save the Date” Flyer – Elizabeth
 - Look into gift options – Roxanne
 - Develop a thorough program – Elizabeth
 - Make sure all panelists speak equally
 - Audience interaction
- **June 5, 2015** – Elizabeth prepared the event flyer.
 - Planning committee provided feedback.
- **June 8, 2015** – Gyssela paid venue deposit.

- Elizabeth sent Gyssela reimbursement information.
- **June 8, 2015** – Gyssela updated budget on Google Drive.
- **June 8, 2015** – Gyan made an Eventbrite page for the event.
- **June 8, 2015 (5:30PM-6:00PM)** – Women in Engineering Conference Call 7
 - Elizabeth provided updates regarding the event flyer
 - Send out multiple flyers, so that the committee can vote on one
 - Send to speakers for approval
 - Committee discussed new items
 - Advertising → Social Media, OC Branch, Other YMFs (LA, SB/R, etc.), Student Chapters, SWE, WTS, UCI EAS, Phi Sigma Rho, Soroptimist, and during upcoming events
- **June 8, 2015** – Elizabeth prepared 3 different event flyers for the committee to vote on.
- **June 9, 2015** – Planning committee voted and decided on an event flyer.
 - Elizabeth sent event flyer to speakers for approval.
- **June 17, 2015** – Elizabeth updated the event flyer per comments from speakers and committee.
- **June 17, 2015** – Gyan updated Eventbrite with new flyer and ticket prices.
- **June 18, 2015** – Elizabeth asked SWE-OC and OC-WTS to help promote the event via email.
- **June 22, 2015** – Shared flyer with ASCE OC members via Constant Contact.
- **June 22, 2015** – Elizabeth sent those who participated in our survey a discount code (as a small token of appreciation and to encourage registration).
- **June 22, 2015 (5:30PM-6:30PM)** – Women in Engineering Conference Call 8
 - Discussed event topics and questions
 - Finalize list of pre-selected questions by June 26th
 - Send list to speakers by the end of the month
 - Discussed gifts to speakers
 - Decided on gift baskets with wine and chocolates

- Discussed advertising
- **June 23, 2015** – Gyssela and Elizabeth promoted the event via social media.
- **June 25, 2015** - Elizabeth distributed the event flyer at ASCE OC YMF and SWE June 2015 Joint General Meeting.
- **June 28, 2015** – Roxanne sent an email to the ASCE OC YMF Board, promoting the Women in Engineering Panel.
- **June 29, 2015** – Email blast to ASCE OC members via Constant Contact.
- **June 29, 2015** – Elizabeth updated Eventbrite.
- **June 30, 2015** – Elizabeth sent flyer to LA YMF.
- **July 4, 2015** – Elizabeth sent a draft of the event program to committee.
 - Planning committee provided feedback.
- **July 6, 2015 (5:30PM-6:30PM)** – Women in Engineering Conference Call 9
 - Committee provided updates
 - Discussed program and decided:
 - Short bios at the start of the event
 - Make sure all panelists speak equally
 - Goal: casual conversation between panelist and audience
 - Make sure to keep discussion on track so that every topic is discussed
 - Audience can ask questions at any time, but we will ask for questions at the end of every topic (transition into next topic)
 - Assign questions to people in audience
- **July 7, 2015** – Elizabeth updated Eventbrite (max seating).
- **July 7, 2015** – Elizabeth sent Outlook event invite to our OC YMF Board.
- **July 7, 2015** – WTS-OC distributed our event flyer to their members.
- **July 13, 2015** – Elizabeth sent committee the updated event program and short bios to review.
- **July 12, 2015** – Roxanne looked into pre-made wine basket options.
- **July 13, 2015 (5:30PM-6:00PM)** – Women in Engineering Conference Call 10
 - Committee provided updates

	<ul style="list-style-type: none"> • July 14, 2015 – Sent panelist the event program (with pre-selected questions), short bios, and other event details. • July 15, 2015 – Sent email blast to ASCE OC members via Constant Contact. • July 17, 2015 – Roxanne purchased pre-made wine baskets. • July 20, 2015 (5:30PM-6:00PM) – Women in Engineering Conference Call 11 <ul style="list-style-type: none"> ▪ Committee provided updates • July 20, 2015 – Gysela purchased “Thank You” cards for the panelists. • July 20, 2015 – Gyan put together PowerPoint slides to display at the start of the event, which included the event flyer and a list of upcoming events. • July 21, 2015 - Angela George informed us that she would not be able to attend the event due to unforeseen circumstances. • July 21, 2015 – Women in Engineering Panel <ul style="list-style-type: none"> ▪ Roxanne brought wine baskets. ▪ Gysela brought “Thank You” cards. ▪ Gysela made placards. ▪ Gysela purchased name tags. ▪ Roxanne printed future event flyers. ▪ Elizabeth brought cameras and other equipment. ▪ Elizabeth paid remaining balance (D&B). ▪ Gysela managed check-in table. ▪ Elizabeth was moderator of event. ▪ Roxanne provided 2-minute warnings. ▪ Gyan provided photography of event. • July 22, 2015 – Elizabeth made a Word document to record “lessons learned.” • July 24, 2015 – Elizabeth uploaded photos to Google+ and sent link to panelists and committee.
7. Those in Charge (Committee, Task Committee, Etc.)	Women in Engineering Panel planning committee: Elizabeth Ruedas, Remi Candaele, Roxanne Follis, Gyan Sinha, Gysela Quinabo
8. Time Frame (When Started, When Completed)	Started March 5, 2015 and completed July 21, 2015
9. Success Factors (The Parts that Worked Really Well)	Planning committee, Conference calls (action items), Google Drive <ul style="list-style-type: none"> • All event documents were well organized • Survey to ASCE OC members <ul style="list-style-type: none"> • Including discount code for filling out the survey • Encouraged participation and attendance

10. Setback Factors (The Parts that did Not Work Well)	<ul style="list-style-type: none"> • Reading long bios at the start of the event • The venue <ul style="list-style-type: none"> ▪ Poor lighting ▪ A bit small for the number of attendees that we had
11. Creativity (This is something off the wall that we did)	Included our members in the planning of the event by sending out a survey while still early in the planning process.
12. Administration (What was most Important?)	Action items
13. Follow-Up (What was most important?)	Documenting “Lessons Learned”
14. Recommendations (What you should ALWAYS do with this project?)	<ul style="list-style-type: none"> • Start planning early • Make sure everyone has someone who they can relate to on the panel • Encourage men to attend the event Regular planning meetings
15. Cautions (What you should NEVER do with this project?)	Address issues that could potentially offend someone.
16. The Outcome	Great learning and networking opportunity
17. Ongoing Activity (Would you do it again?)	Absolutely! We are looking to make this a much larger event and hoping to partner up with other organizations in the future.
18. Speaker Contact Information (person from your Region who would be willing to speak about the Best Practice)	
Name	CNC Engineering
Address	2121 Alton Pkwy, Suite 200 Irvine, CA 92606
Phone Number	(909)900-5801
Email	eruedas@cc-eng.com
19. Additional Comments	This Best Practice includes the following attachments: <ul style="list-style-type: none"> • Survey results • Survey questions



is proud to announce the upcoming

WOMEN IN ENGINEERING PANEL *Career Advancement and Overcoming Challenges*

JULY 21, 2015 | 6:00 PM - 9:00 PM
Dave & Buster's at Irvine Spectrum



Angela George, PE

Assistant Deputy Director - Watershed
LA County Department of Public Works



Rossana D'Antonio, PE, GE

Assistant Deputy Director - Design
LA County Department of Public Works



Kirsten Zeydel, PE, SE

President
ZO Consulting, Inc.



Sherry Nour, PE

Practice Leader - Transportation
Kimley-Horn Associates

ASCE OC YMF is holding a panel discussion that will consist of four inspiring women professional engineers who will share their experiences and perspectives regarding **Career Advancement and Overcoming Challenges**.

For additional event information, including pricing and registration, please visit

2015panel.eventbrite.com

Sponsorship opportunities are available!

Should you have any questions about the event or sponsorship opportunities, please contact Elizabeth Ruedas at eruedas@cc-eng.com

Women in Engineering Panel

July 21, 2015

5:30PM – 6:00PM

Set-up

- Food
- Gifts
- Photographer
- Answer any last-minute questions

6:00PM – 6:30PM

Networking, ordering drinks and eating

- Individually thank attendees for being there

6:30PM – 6:45PM

Introductions

- Committee
- Speakers

6:45PM – 8:30PM

Pre-selected questions

- **Career Advancement**
 - **Sherry** – How do you know when to move up or move on?
 - **Angela** – What are some important qualities and skills that women need to be successful and effective in senior level positions?
 - **Rossana** - Did you have a mentor early in your career? How did you find him/her? What qualities should we look for in a mentor?
 - **Kirsten** – What soft skills are essential for career advancement? For owning your own business?
 - What are common mistakes that young engineers make that prevent them from advancement? Any specific to women?
 - What was one key decision or position that propelled your career?
- **Work/Life Balance**
 - **Kirsten** – How do you balance your time between your family and work obligations? How and when do you start saying no?

- What would your advice be to women who have or want to start a family, while remaining in the engineering industry?
- How did your company accommodate you while you were pregnant/on maternity leave/back from maternity leave?
- **Angela** – What are some household (or routine) changes that you and your partner had to work through to keep you in industry?
- **Sherry** – Describe your experience within professional organizations. How have they helped your career and/or your personal development in the long run?
- **Rosanna** – Do you have any advice for those of us interested in going to graduate school while still working?
- **Leadership**
 - **Angela** – What advice would you give young female engineers who aspire to have leadership positions in the industry?
 - **Sherry** – What were some of the challenges that you have faced on your journey to becoming a leader at your company? How did you overcome them?
 - **Kirsten** – What are some important qualities or traits that women need to have in order to thrive in the engineering industry? How did you acquire them?
 - **Rosanna** – What are some things you have done to differentiate yourself and stand out as a woman engineer in a big company? How do you get noticed?
- **Overcoming Challenges Women Face in Industry**
 - **Angela** – What are some effective ways of dealing with discrimination in the workplace, including gender discrimination?
 - **Sherry** – What are some contributing factors to the lack of women in leadership roles? How can we change this?
 - **Rosanna** – What techniques have you found most useful, in terms of having your ideas heard and recognized?
 - Do you find it to be an advantage or disadvantage to be a woman in a male-dominated field? How can we transform some of these disadvantages, if any, and turn them into opportunities?

- **Kirsten** – How do you project confidence? Does this change base on the environment that you are in? Can you give examples?
- What are some interpersonal skills that are necessary to build relationships? - women working with women; women working with men
- **Finding your Passion**
 - **Angela** – How do you keep your love and interest for engineering strong?
 - **Rossana** – Why do you think women leave the engineering workforce? How can we work together to reduce this number? What are some reasons why you’ve stayed?
 - **Kirsten** – Have you made any unexpected changes (or deliberate changes) in your career path? If so, please describe your experience.
 - Can you name any books, movies or short films that have had a positive impact on your career?
 - What are some of your favorite creative outlets? Can you name any hobbies/interests that have paired well with your career and/or have contributed to your personal growth?

8:30PM – 8:45PM

Questions from audience

8:45PM – 9:00PM

Closing

- Present gifts
- Thank everyone for attending
- Mention upcoming events and involvement opportunities

Younger Members Forums Best Practices Guide 2018 Edition

1. Section, Branch	Region 9 Younger Member Committee
2. Section/Branch Size	5 members
3. Project Contact	
Name	Guy Hopes
Phone Number	707-685-3015
Email	Ghopes53@gmail.com
4. Project Category	Communication
5. Project Description	<p>Objective</p> <p>In order to assist Region 9 and promote communication and interaction between the Younger Member Groups, the Sections, the Branches, and the Student Groups the Region 9 Younger Member Committee has assembled this Best Practice Guide (BPG) to serve as a tool for those purposes. Topics included are as follows:</p> <ul style="list-style-type: none"> • Guidance for Traveling Younger Members and Connections to Nearby Groups • Communications to Universities and Recruitment • Championing National and Region 9 initiatives to the Community • Social Media Opportunities • Checklist of Best Practices for each Younger Member Group
6. The Process (What you did, When and How)	Wrote a best management guide outlining the objectives above.
7. Those in Charge (Committee, Task Committee, Etc.)	Committee Chair Guy Hopes Technical Reviewer Tony Akel Region 9 YMF Committee's 2017 & 2018
8. Time Frame (When Started, When Completed)	2017 - 2018
9. Success Factors (The Parts that Worked Really Well)	Leadership and review
10. Setback Factors (The Parts that did Not Work Well)	Difficult to engage groups to provide feedback, plans to continue updating the document

11. Creativity (This is something off the wall that we did)	Memorialized events in one location
12. Administration (What was most Important?)	Consistent follow up
13. Follow-Up (What was most important?)	Showing useful examples
14. Recommendations (What you should ALWAYS do with this project?)	Memorialize projects that meet the objectives, present to folks in the Region
15. Cautions (What you should NEVER do with this project?)	Bookshelf it and not use it
16. The Outcome	Completed document
17. Ongoing Activity (Would you do it again?)	Yes this is a living document to be updated
18. Speaker Contact Information (person from your Region who would be willing to speak about the Best Practice)	Guy Hopes
Name	Guy Hopes
Address	748 Notre Dame Drive, Vacaville, CA 95687
Phone Number	707-685-3015
Email	Ghopes53@gmail.com
19. Additional Comments (We strongly recommend attaching relevant photos and graphics)	See document

American Society of Civil Engineers – Region 9

Younger Members Forums Best Practices Guide 2018 Edition



Prepared by the Region 9 Younger Member Committee:

Gidti Ludesirishoti, PE, M.ASCE – Region 9

Guy Hopes, PE, M.ASCE – Sacramento Section

Melissa Blau, PE, M.ASCE – San Francisco Section

Remi Candaole, PE, M. ASCE – Los Angeles Section

Taryn Kjolsing, PE, M.ASCE – San Diego Section

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YMG Annual Checklist to promote Greater Engagement.....	Page 8

Objective


In order to assist Region 9 and promote communication and interaction between the Younger Member Groups, the Sections, the Branches, and the Student Groups the Region 9 Younger Member Committee has assembled this Best Practice Guide (BPG) to serve as a tool for those purposes. Topics included are as follows:

- *Guidance for Traveling Younger Members and Connections to Nearby Groups*
- *Communications to Universities and Recruitment*
- *Championing National and Region 9 initiatives to the Community*
- *Social Media Opportunities*
- *Checklist of Best Practices for each Younger Member Group*

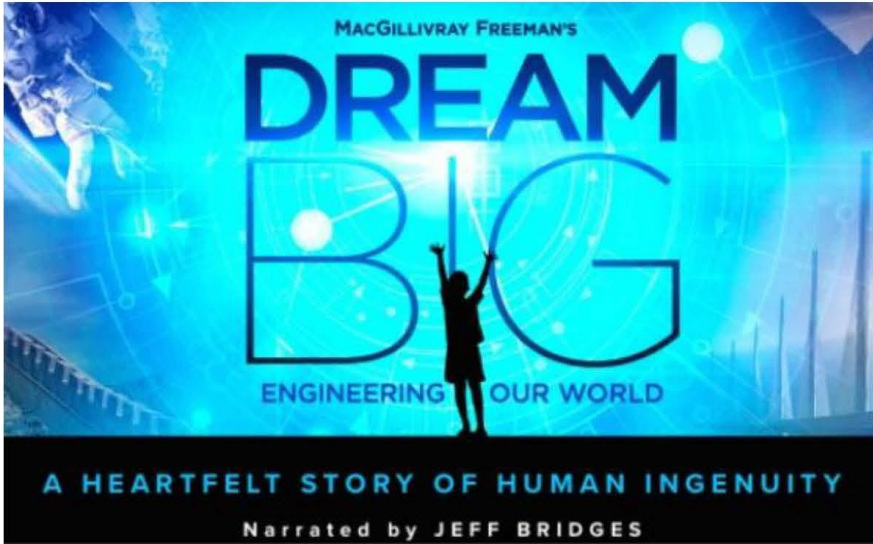
As the programs within ASCE change over time as should this BMP guidance be continually updated and reviewed. All recommendations and reviews of this BPG should be sent to the active Region 9 Younger Member Committee Chair at the following email: region9ymfchair@asce.org

<p>Title Guidance for Traveling Younger Members and Connections to Nearby Groups</p>	<p>BP No.01</p>
<p>Brief Description As students transition from Student Groups to the workforce and as Younger Members continually travel for projects or career transitions, it is important to provide a resource to these members for retention. Resources for these members include:</p> <ul style="list-style-type: none"> • The Region 9 Resources page (website locations of all groups, branches, and institutes); • http://regions.asce.org/region9/resources; • The Nationals "Find a Younger Member Group" page; • http://www.asce.org/find_a_younger_member_organization/; <p>Additional resources that prove to have lasting connections between groups include:</p> <ul style="list-style-type: none"> • Younger Member Outreach to the Universities within their Section (more information in BP 02); • Attendance to WRYMC or other Region 9 Symposia and Conferences; • Hosting Younger Member Events that include multiple Younger Member Groups within the Region; and • Continual Correspondence within Section and Region. 	<p>Difficulty (1(easy) to 5(very hard)) <u>2</u></p>
	
<p>Expected Benefits Benefits include: Increased cross collaboration between groups, exchange of ideas for activities, higher retention of University Graduates within ASCE, and additional support for local community based ASCE projects.</p>	<p>Expected Timeframe Planning phase for event Time needed for event</p>
<p>Elements needed</p>	

Title Guidance for Traveling Younger Members and Connections to Nearby Groups	BP No.01
<ul style="list-style-type: none"> • <i>Key individuals for Resource Success – Younger Member Group Leadership continually reaching out to local Universities (recommendation bi-annual events), Younger Member Group dedicated email addresses (i.e. president@sacymf.org), and website updates</i> • <i>Cost – Annual payment to domain host from YMGs</i> 	
Resources <ul style="list-style-type: none"> • <i>Example event to host multiple YMGs - Truckee Meadows Multi YMG Ski Trip Truckee Meadows YMF Winter 2018. Contact info: David Giacomini - david.giacomini@kimley-horn.com</i> 	

<p>Title Communications to Universities and Recruitment</p>	<p>BP No.02</p>
<p>Brief Description <i>University outreach is a key component of the Younger Member Group's annual agenda. In order to maintain engagement of members from the University Career transition Younger Member Groups must be visible to the student groups. Resources that prove to have lasting connections between groups include:</i></p> <ul style="list-style-type: none"> • <i>Younger Member Outreach to the Universities within their Section;</i> <ul style="list-style-type: none"> ○ <i>Question Panel's including Professional's from each respective discipline and industry (i.e. Environmental, Structural, etc. or Government, Academia, Private Industry, etc.)</i> ○ <i>EIT and PE question and answer panel's;</i> ○ <i>Resume Workshops;</i> ○ <i>Mock Interview sessions;</i> ○ <i>Joint Fundraiser events for student conferences (Midpac conference joint bowling fundraiser, etc.);</i> ○ <i>Annual Scholarship Picnics and University Technical Speakers Presentations;</i> ○ <i>STAY GRANT events (Technical Symposiums, etc.);</i> ○ <i>Technical Presentations on Regional Projects; or</i> ○ <i>Career Fairs.</i> • <i>Attendance to WRYMC or other Region 9 Symposiums and Conferences; and</i> • <i>Hosting Younger Member Events that include multiple Younger Member Groups and Student Groups within the Region.</i> 	<p>Difficulty (1(easy) to 5(very hard)) <u>2</u></p>
	
<p>pg. 5</p>	

Title Communications to Universities and Recruitment		BP No.02
Expected Benefits <i>Benefits include: Increased cross collaboration between groups, exchange of ideas for activities, higher retention of University Graduates within ASCE, and additional support for local community based ASCE projects.</i>	Expected Timeframe <i>Planning phase for event Time needed for event</i>	
Elements needed <ul style="list-style-type: none"> • <i>Key individuals for Resource Success – Younger Member Group Leadership continually reaching out to local Universities (recommendation bi-annual events), Dedicated officer within Younger Member Groups who reaches out to Universities, Younger Member Group dedicated email addresses (i.e. president@sacymf.org), Student Group dedicated email addresses (as student leadership changes annually), Consistent coordination between student leadership and faculty contact (the faculty contact is crucial as they are consistent contacts throughout student transitions) and student and younger member group website updates.</i> • <i>Cost – Annual payment to domain host from YMGs/Student Groups</i> 		
Resources <ul style="list-style-type: none"> • <i>Midpac 2017 Activity hosted by Chico ASCE Student Chapter in April 2017. Contact info: Faculty Adviser Dr. Steffen Mehl, smehl@csuchico.edu</i> 		

<p>Title Championing National and Region 9 initiatives to the Community</p>	<p>BP No.03</p>
<p>Brief Description National and Region 9 initiatives are important to the continued growth of the organization and the continued presence of local groups within their communities. In order to communicate and champion initiatives of the National and Regional levels each local YMG could perform the following:</p> <ul style="list-style-type: none"> • Younger Member Participation in Regional and National Conferences; • Younger Member Contact with National Level support staff (member@asce.org); • Designation of a Younger Member to reach out to Region for opportunities to assist (Government Affairs Officer); • Brief presentation of initiatives at local public, board and officer retreat meetings; • Coordination with Section leaders following up with tasks from Region calls. 	<p>Difficulty (1(easy) to 5(very hard)) <u>2</u></p>
	
<p>Expected Benefits Benefits include: Increased visibility of ASCE within communities, relationship building between local YMF groups and Regional/National leaders, cross collaboration between groups, and additional support for local community based ASCE projects.</p>	<p>Expected Timeframe Planning phase for event Time needed for event</p>
<p>Elements needed</p> <ul style="list-style-type: none"> • Key individuals for Resource Success – Younger Member Group Leadership continually reaching out to local Sections about Region 9 Initiatives, Dedicated officer within Younger Member Groups who reaches out to Section/Region/National leaders • Planning for Region/National events for the year during officer retreat • Cost – Depending on the initiative cost could vary between event and program. 	
<p>Resources</p> <ul style="list-style-type: none"> • Dream Big Showing – 2017 Midpac hosted by Sacramento YMF in April 2017. Contact info: Nelson Tejada president@sacymf.org 	

YMG Annual Checklist to promote Greater Engagement

- Current officers installed for website management, university outreach, Region 9 and Section engagement
- Current YMG email and website up to date and checked monthly
- Current Universities general email accounts (i.e. president@csuchico@gmail.com) up to date
- Bi-annual events between universities
- Reach out to faculty members about potential university needs and younger member engagement in curriculum;
- Consistent communication between Region 9, Section, Branch and CYM (recommended monthly or Bi-annual interaction about schedules, events, leadership, etc.)
- Social Media Chair updating Younger Member Groups events and Profiles
- Cross Collaboration events between Younger Member Groups, Branches, Sections, and Universities
- Communication of National's Initiatives and Leadership Opportunities

As the programs within ASCE change over time as should this BMP guidance be continually updated and reviewed. All recommendations and reviews of this BPG should be sent to the active Region 9 Younger Member Committee Chair at the following email: region9ymfchair@asce.org

ASCE Historic Landmark Scavenger Hunt – Maine Section

1. Section, Branch	Maine Section
2. Section/Branch Size	
3. Project Contact	
Name	Esther Bizier OR Stephanie Wyman (swyman@vhb.com)
Phone Number	207-931-8484
Email	esther@main-landdci.com
4. Project Category	Membership Development
5. Project Description	Planned a Scavenger Hunt to find 15 of Maine’s ASCE Historic Civil Engineering Landmarks. ASCE members formed teams (had to have at least 2 ASCE members per team with a maximum of 6 team members) and tried to visit the most locations. The locations were listed on a BINGO sheet. Awards were given for the team who visited the most locations, the first team to achieve a BINGO, youngest team member, most creative team name, most creative picture at a location and most team spirit. The project helped generate lots of photos and excitement for ASCE membership.
6. The Process (What you did, When and How)	We held the scavenger hunt in 2016/2017 and advertised the event at our annual meeting in May 2016. We did a kickoff BBQ at Fort Williams park in June 2016 which also houses Portland Head Light, one of the Maine Historic Civil Engineering Landmarks. The scavenger hunt ran from the May 2016 annual meeting until April 30, 2017. Teams could sign up at any time and had the year to visit as many landmarks as possible. When they visit a landmark, they had to take a picture with at least 2 team members in it and send it to the organization committee.
7. Those in Charge (Committee, Task Committee, Etc.)	The Diversity Committee organized the event, advertised the event and selected award winners. The committee Chairperson handled all of the team sign-ups and kept track of team progress.
8. Time Frame (When Started, When Completed)	May 2016 (right after the annual meeting) through April 20, 2017. Awards were presented at the May 2017 annual meeting.
9. Success Factors (The Parts that Worked Really Well)	The event generated lots of excitement among ASCE members. We received lots of great pictures and monthly updates added interest to our newsletter.
10. Setback Factors (The Parts that did Not Work Well)	We planned a kick-off barbecue but didn’t have very large attendance.
11. Creativity	Listed the locations on the BINGO sheet using clues. Teams had to figure out

(This is something off the wall that we did)	what location the clue was leading to. Clues corresponded to Maine ASCE's History and Heritage brochure which lists the Historic Civil Engineering Landmarks and gives descriptions on locations and their significance.
12. Administration (What was most Important?)	Keeping track of team pictures and progress.
13. Follow-Up (What was most important?)	We had lots of good feedback on the pictures and monthly newsletter updates. Otherwise, we did a presentation at the annual meeting summarizing the event and handing out awards.
14. Recommendations (What you should ALWAYS do with this project?)	Have awards to instill some friendly competition.
15. Cautions (What you should NEVER do with this project?)	Don't list too few locations. We had one team that went to all locations and several teams who made it to almost all locations. At first, we thought 15 locations might be too many, turns out it was just the right number.
16. The Outcome	People had fun, we learned about the State of Maine Civil Engineering Historic Landmarks and generated excitement for the Diversity and History & Heritage Committees.
17. Ongoing Activity (Would you do it again?)	Yes! We held a scavenger hunt in 2017/2018 for a selection of 15 Maine State Parks and the ongoing 2018/2019 Scavenger Hunt for a "Civil Engineering Potpourri". We will likely repeat the Historic Landmark Scavenger hunt at some point in the future since it had the most interest.
18. Speaker Contact Information (person from your Region who would be willing to speak about the Best Practice)	
Name	Esther Bizier
Address	26 Beckler Rd, Livermore, ME 04253
Phone Number	207-931-8484
Email	esther@main-landdci.com
19. Additional Comments	See photos below:





PE Review Course – Nashville Branch

1. Section/Branch	Nashville Branch
2. Section/Branch Size	Medium
3. Project Contact	
Name	Kenneth Perkins
Phone Number	901-337-3276
Email	kperkins@nashvilleasce.org
4. Project Category	Membership Development
5. Project Description	The PE Civil Exam Review
6. The Process (What you did, When and How)	The course is a 10-week course taught by Professional Engineers and based on the Civil Engineering Reference Manual (Lindeburg 15th Edition). It focuses on the "breadth" (morning) portion of the exam and includes general topics covered during the morning part of the exam. Sessions include Water Resources, Geotechnical, Structural, Construction and Transportation.
7. Those in Charge (Committee, Task Committee, Etc.)	Young Members
8. Time Frame (When Started, When Completed)	The 10-week course is offered twice a year. Once in the fall and once in the spring
9. Success Factors (The Parts that Worked Really Well)	One of our successful factors was the fact that we offered the classes via a videoconferencing link. This allowed participants to participate that were outside of the Nashville area. We were able to capture students from all over Tennessee.
10. Setback Factors (The Parts that did Not Work Well)	Having to find a consistent AV person
11. Creativity (This is something off the wall that we did)	We partnered with a local university to use their classroom facility that has video conferencing and recording capabilities in exchange for helping to promote their FE exam review course.
12. Administration (What was most Important?)	The most important part was making sure students really understood the materials.
13. Follow-Up (What was most important?)	Reaching out to the participants and getting their feedback on the class and how they did on the exam.

14. Recommendations (What you should ALWAYS do with this project?)	Make sure your content is up to date
15. Cautions (What you should NEVER do with this project?)	You should never send out the class materials to far ahead of the current week's sessions.
16. The Outcome	We have had really high pass rates
17. Ongoing Activity (Would you do it again?)	YES
18. Speaker Contact Information (person from your Region who would be willing to speak about the Best Practice)	
Name	Kenneth Perkins
Address	2021 Emma Kate Ct
Phone Number	901-337-3276
Email	kperkins@nashvilleasce.org
19. Additional Comments (We strongly recommend attaching relevant photos and graphics)	

Principals Breakfast – Phoenix Branch

1. Section/Branch	Arizona Section, Phoenix Branch
2. Section/Branch Size	
3. Project Contact	
Name	Frederick Tack
Phone Number	020826-0509
Email	Frederick.Tack@ghd.com
4. Project Category	Membership Development
5. Project Description	Invite senior leaders from public and private sectors to a Branch sponsored breakfast; present ASCE benefits; introduce Branch leadership team and vision and mission; and ask invitees how Phoenix Branch can better serve civil engineers employed by the invitees.
6. The Process (What you did, When and How)	<p>Started brainstorming event – late 2016.</p> <p>Reserved meeting room at local resort – January 2017.</p> <p>Started drafting invitation letter – February 2017.</p> <p>Identified the senior manager/leader from 35 public sector organizations (cities, towns, counties, and State) and 37 private sector organizations (consulting engineering firms) – February 2017.</p> <p>Developed agenda (which was included in invitation): February 2017.</p> <p>Sent invitation letter (and conducted personal follow-up) – March 2017</p> <p>Developed PointPoint presentation – March and April 2017.</p> <p>For private sector, conducted breakfast on Thursday April 26, 2017.</p> <p>For public sector, conducted breakfast on Friday April 27, 2017.</p> <p>The breakfast was 2 hours, including a 20-minute meet and greet.</p> <p>Minutes of highlights and feedback from participants were taken.</p> <p>Sent thank you for attending and follow up over the remaining year to encourage participation of those Principals and their staff with ASCE PB events</p>
7. Those in Charge (Committee, Task Committee, Etc.)	Task Committee: Frederick Tack, Rob Lyons, Laura Spencer, Stephanie Templeton, and Larry Hanson
8. Time Frame (When Started, When Completed)	<p>Started late 2016.</p> <p>Completed April 2017.</p>
9. Success Factors (The Parts that Worked Really Well)	<p>Approx. 10 participants from public sector organizations attended.</p> <p>Approx. 21 participants from private sector organizations attended.</p> <p>Pre-ordered breakfasts requested by each participant.</p> <p>Venue for the breakfasts.</p> <p>Good discussion.</p> <p>Participants provided broad range of feedback.</p>

10. Setback Factors (The Parts that did Not Work Well)	Some of the public sector agency organizations work four 10-hour days, with Fridays off; so a few people did not attend that would have had it been within their work week.
11. Creativity (This is something off the wall that we did)	The Task Committee decided to have a separate breakfast for the public sector organizations and the private sector organizations, as it was thought that leaders from the two organization groups would have some different perspectives and concerns. Was a good decision. Took the time to offer attendees to share why their initially, or continue to participate in ASCE, and describe what the Branch could do that would result in a higher level of participation.
12. Administration (What was most Important?)	Messaging. Identifying why senior managers/leaders should attend. Personal invitation, first through email, then follow up phone call, and in person when possible.
13. Follow-Up (What was most important?)	Messaging. Identifying why senior managers/leaders should attend.
14. Recommendations (What you should ALWAYS do with this project?)	Thank participants for attending and providing input.
15. Cautions (What you should NEVER do with this project?)	Take it lightly. Don't be defensive to feedback provided by participants.
16. The Outcome	After the event, the Branch Board discussed feedback provided and identified action items: <ul style="list-style-type: none"> a. Participants suggested holding a luncheon periodically in a public sector organization. In 2018, the Branch held a luncheon in the Phoenix City Hall. In 2019, the Branch held a luncheon in the City of Phoenix Calvin Goode Building. b. Participants suggested leadership training for younger civil engineers. In October 2019, the Branch conducted a 4-hour workshop titled "Young Engineer Leadership". 23 attended.
17. Ongoing Activity (Would you do it again?)	Yes, every 5 to 10 years.
18. Speaker Contact Information (person from your Region who would be willing to speak about the Best Practice)	
Name	Larry Hanson
Address	2142 E. Goldenrod St, Phoenix, AZ 85048
Phone Number	480-231-4023
Email	Lhanson2@msn.com

19. Additional

Comments

(We strongly recommend attaching relevant photos and graphics)

Attached is the following:

1. Draft letter to invited participants.
2. Cover slide from PowerPoint presentation
3. Photos from the event.

May 1, 2017

Notes from April 26 and 27 ASCE Phoenix Branch Principals Breakfast

Q: Do you believe any of your technical staff would be interacting with National and Global leaders...

A: Private sector: there were some yeses

Q: Do you believe any of your technical staff would be interested in participating with a committee that reviews or writes standards.....

A: Public sector: some interest was indicated.

Q: What type of training or development for your staff do you will you need the most?

A: Private sector: Leadership (interacting positively in a challenging environment), communication.

Private sector: if we are spending public \$ to attend ASCE sponsored training, how do we best determine what the value is to the public

Q: What type of training or development do you want your staff to gain?

A: Private sector: interfacing of civil discipline with other disciplines as civil engineers progress in their career to becoming project managers (and away from sitting at a CAD station)

Q: Do you encourage personal development in addition to professional development with your staff?

A: Public sector: there were some yeses. Info presented during the principal breakfast is boring, ASCE needs to reach the 20 somethings age group.

Younger Member Forum

Ray Dovalina suggested ASCE provide brown bag for young engineers to generate interest in YMF and ASCE. As there are many technical organizations out there, it is difficult to mentor young engineers as to what organizations(s) they should get exposed to.

Q: Do you have a formal mentoring program in one of these capacities?

A: Private sector: Approx 75% of attendees responded yes.

Q: Do you have any formal internal training programs for staff with 0-5 years of experience for any of the following items?

A: Private sector: Approx 7 attendees responded yes. It was suggested that employee reviews would be a good time for employers to recommend young engineers pursue involvement in ASCE or similar.

Q: What percentage of your EITs or recent graduates have completed a Master's Degree?

A: Private sector: Approx 50%

Q: What percentage of your clients require, or inquire about meeting sustainability metrics for a project:

A: Private sector: minimal response.

Public sector: some interest was expressed.

Q: Do you encourage your staff consider any of the following certifications:

A: For LEED: a few private sector attendees indicated yes. A few public sector attendees indicated yes.

ISSP Sustainability Professional Certification: for private sector, no one responded in the affirmative.

ENVISION: for private sector, approx. 60% indicated they had heard of ENVISION

Q: What is an acceptable length for an employee to be gone for training?

A: Private sector: consensus appeared to be 7 to 9 am or 4-6 pm; where employer pays one hour and employee donates 1 hour. Lunch is good also. ASCE should tell attendees to share with their supervisor what they learned at the ASCE event. A participant suggested boiling down the video for the 2017 ASCE national report card, and distributed on social media.

Public sector: length should be determined by type of training

Q: What is best time of day for training?

A: Public sector: morning and lunch.

Q: ASCE Benefits:

A: The public sector indicated some interest in contract law for mid-senior engineers.

Q: What is more important for a presentation to you?

A: A private sector attendee recommended ASCE do more partnering with other professional organizations. ASCE should be more involved in supporting continuing education for PE registration

Public sector: Edmund Williams suggested Phoenix Branch encourage networking before start of monthly meetings. Currently, most people sit at a table and wait for lunch to be available. Scott Vogel would like to see ASCE focus more on collaborations. One attendee encouraged ASCE to focus more on “Society”.

Prepared by Larry Hanson



Section Operations Manual – Buffalo Section

1. Section, Branch	Buffalo Section
2. Section/Branch Size	Medium
3. Project Contact	
Name	Jeff Fick
Phone Number	(716) 883-4400
Email	jfick@popligroup.com
4. Project Category	Section Operations
5. Project Description	Development of a Manual that describes the duties and responsibilities of Section officers, Board members, and committee chairs.
6. The Process (What you did, When and How)	Several years ago, then Section President Dean Goodison, presented the idea and initiated the development of the Section Manual. Each officer, director, and committee chair were tasked with writing their job description and other important details to note. The submissions were then compiled into a single manual and then sent around again for review. The manual is updated once a year by current officers and committee chairs and is meant to be a living document that will be revised as policies are changed.
7. Those in Charge (Committee, Task Committee, Etc.)	Section President and other interested volunteers.
8. Time Frame (When Started, When Completed)	Started in 2003, ongoing process as Manual is updated every year.
9. Success Factors (The Parts that Worked Really Well)	This Manual is a good tool to show Section members who may be interested in serving as an officer or committee chair, but aren't sure of what is involved. In many cases, the manual offers a step-by-step guideline or timeline that are helpful in conducting the various roles.
10. Setback Factors (The Parts that did Not Work Well)	It is hard to sometimes have officers and committee chairs revise their sections; however, it can be overcome as usually officers have served in various roles throughout their involvement with the Section, and so someone can usually fill this in.
11. Creativity (This is something off the wall that we did)	
12. Administration (What was most	One key person for compiling information and following up with people.

Important?)	
13. Follow-Up (What was most important?)	Reminders to officers and board members to update the descriptions.
14. Recommendations (What you should ALWAYS do with this project?)	Remember to update the manual on a frequent basis, as policies or procedures may change.
15. Cautions (What you should NEVER do with this project?)	Never let the manual get out of date.
16. The Outcome	Ongoing, living administrative document that guides Section business.
17. Ongoing Activity (Would you do it again?)	Yes, it is a continuing process.
18. Speaker Contact Information (person from your Region who would be willing to speak about the Best Practice)	
Name	
Address	
Phone Number	
Email	
19. Additional Comments	A copy of the Section Operations Manual is available upon request to the Buffalo Section.

Section Planning Meeting – Buffalo Section

1. Section, Branch	Buffalo Section
2. Section/Branch Size	Medium
3. Project Contact	
Name	Brian Carlson
Phone Number	(716) 633-4844
Email	bcarlscon@gpinet.com
4. Project Category	Section Operations
5. Project Description	Conduct a Planning Meeting to identify goals for the Buffalo Section to accomplish for the coming year.
6. The Process (What you did, When and How)	<p>It was recognized last year that the Buffalo Section had been run on a status-quo basis and that many ideas were brought up over the years on how to expand involvement in the community, operate the Section more effectively, conduct outreach to potential Younger Members, and better serve Section membership. Because these ideas were only tossed out verbally, often they were not accomplished.</p> <p>Therefore, starting in July 2008, then president Angela Hintz, initiated a planning meeting which served as a brainstorming session for goals that the Section Board members, committee chairs and other interested Section members. Measurable goals were identified and preliminary courses of action were developed into a planning document. This planning document was then used by the Section as a guideline for accomplishing those goals.</p> <p>In July 2009, current president Mike Bower, used this planning document to hold a Planning meeting for the coming fiscal year. The document was re-structured to group goals by person responsible (i.e., Section president, treasurer, committee chair, etc.) and updated to reflect new goals set for the coming year. This document continues to be used as documentation of desired goals and the plans necessary to achieve them.</p>
7. Those in Charge (Committee, Task Committee, Etc.)	Section President
8. Time Frame (When Started, When Completed)	<ul style="list-style-type: none"> • 1st Planning meeting: July 2008 • Document Developed and Reviewed by Section Board: July – August 2008 <p>Document Finalized: Fall 2008</p>

9. Success Factors (The Parts that Worked Really Well)	Planning meeting encouraged lots of good ideas, because it was more of a brainstorming session, participants felt free to suggest ideas. There was also a significant amount of collaboration with the development of the planning document, with individuals taking ownership of and thinking of ways to achieve the goals that were associated with their positions.
10. Setback Factors (The Parts that did Not Work Well)	
11. Creativity (This is something off the wall that we did)	
12. Administration (What was most Important?)	As with anything, follow up with individuals to make sure that they got their goals and plans finished by targeted deadlines was critical.
13. Follow-Up (What was most important?)	
14. Recommendations (What you should ALWAYS do with this project?)	Document key decisions made and goals ultimately selected for implementation, this also provides a way at the end of the year to review the Section's success with accomplishing the goals.
15. Cautions (What you should NEVER do with this project?)	
16. The Outcome	Ongoing, living administrative document that guides Section business and offers measurable outcomes for easy determination of success.
17. Ongoing Activity (Would you do it again?)	Yes, it is a continuing process.
18. Speaker Contact Information (person from your Region who would be willing to speak about the Best Practice)	
Name	
Address	
Phone Number	
Email	
19. Additional Comments	This Best Practice includes the following attachments: <ul style="list-style-type: none"> Goals and planning document for the 2009-2010 year.

ASCE BUFFALO SECTION GOALS AND PLANNING (2009 – 2010)

LAST UPDATE: 8/6/09 ITEMS HIGHLIGHTED IN YELLOW WERE SPECIFIC TO 7/13/09 MEETING

In July 2008, the Buffalo Section ASCE held a Planning Meeting to identify goals and assignments for 2008-2009. Individuals were assigned the task of further defining specific measurable goals. For 2009-2010, the document has been updated and is partially based on previously identified goals and anticipated goals for 2009-2010. In an effort to combine already established Buffalo Section resources, the goals have been arranged in a format similar to committee chairs and the Section Manual.

This document will be used during our budgeting session and will serve as a guideline for Section activities during the 2009-2010 fiscal year and beyond.

Purpose, Objective, Vision, and Mission and Goals

From ASCE Region 1 website:

American Society of Civil Engineers, founded in 1852, is a not-for-profit professional society incorporated in the State of New York.

Purpose

The purposes for which the Society is incorporated are educational, scientific, literary and charitable, including but not limited to:

1. The advancement of the science of engineering to enhance the welfare of humanity;
2. The furtherance of education on the science of engineering by, among other things, the publication of scientific and technical papers, books and other works, and the conduct of conferences and other forums, relating to the field;
3. The maintenance of the highest standards of excellence in the educational fields relating to the sciences; and
4. The exercise of such powers as permitted by law to organizations described in Section 501(c)(3) of the United States Internal Revenue Code.

Vision

Engineers as global leaders building a better quality of life.

Mission

To provide essential value to its members, their careers, our partners, and the public through developing leadership, advancing technology, advocating lifelong learning and promoting the profession.

Objective

The objective of the Society is the advancement of the science and profession of engineering to enhance the welfare of humanity.

Society Goals

The Society's mission will be actualized through focus on these Goals:

- **Develop Leadership** to broaden our members' perspectives and to enhance their career growth
- **Advance Technology** to enhance quality, knowledge, competitiveness, and environmental stewardship
- **Advocate Lifelong Learning** to aid our members' continued growth throughout their careers
- **Promote the Profession** throughout society to enhance its stature and to influence public policy

Goals Identified by Positions/Committees:

President

Michael Bower, (716) 604-5953, mbower@ravieng.com

Membership –Board Members

Goal: **Increase participation of Section members on the local Board and as committee chairs:**

- Action: **Send recognition letters (Mike bower)** near the start of the term to employers of board members and committee chairs thanking them for their support of their employees with active participation in the Section. Emphasize benefits to individual firms or agencies of supporting their employees in ASCE members.
- Action: Thank board members and committee chairs with certificates of appreciation and thank you notes at the end of their terms or potentially a social gathering for board members and committee chairs.
- Action: Brainstorm potential for service awards within the Buffalo Section (e.g. ASCE Buffalo Section member of the year).
- Action: Publicize Board member and committee chair involvement in local publications (local community papers, Buffalo News, Buffalo Rising, Business First, etc.). Coordinate with Public Relations committee goals. **Angela and Jason will prepare announcement for publications.**
- Action: At monthly meetings introduce BOD positions and emphasize importance and volunteer service. **Check for life members (+65 yrs old and 30 yrs w/ ASCE) and acknowledge them at meetings/email/website. Recognize 5 yr, 10 yr, etc. members at meetings.**

Section Operations Manual

Goal: The Section Operations Manual was prepared several years ago to assist incoming officers, directors and committee chair persons in understanding their basic roles and responsibilities. The document was always intended to be “live,” so that as changes occur within the Section, the manual would be updated accordingly. At the strategic planning event, the participants recognized the importance of maintaining such a document.

- Action: **Update the Section Operations Manual annually.** The outgoing President should spearhead efforts to update the manual by the close of the fiscal year.
- Action: Two to three times per year, alert membership about the existence of the manual. This will be a helpful tool in recruiting future members for “active duty,” whether as a Board member, director or technical committee chairperson.
- **Action: Add list of goals to Section Operations Manual as an appendix.**

Monthly BOD Meetings

Goal: **Utilize time most efficiently.** Discuss important items relevant to the members of the Buffalo Section.

- Action: Send agenda 1 week prior to meeting.
- Action: Follow-up with to do items within 1 week after meeting.
- Action: Develop Calendar of events and upcoming activities
- Action: Review Goals every 2 months.
- Action: Update President’s message monthly on website

President-Elect

Michelle Bodewes, (716) 882-5476, bodewesm@liro.com

Vice-President

Jason Havens, (716) 852-2100, jhavens@clarkpatterson.com Monthly

Meetings Management

Goal: Schedule monthly meeting date and identify speakers 2 months prior to meeting

- Action: Hold meetings to scheduled times.
- Action: Inform speakers of ASCE's commitment to keep meetings to time limits, i.e. 1 pdh = 1 hour.
- Action: Clearly indicate expected time frames for scheduled meetings in announcements. For tours, state allotted time may be overrun.
- Action: Jason is looking to schedule a couple of tours. Possible topics/tours this year are Contech, Ice Boom, Ward Pumping Station, Past Presidents meeting in Sept or Oct. Consider special pricing to entice more attendance.

Goal: Schedule at least 3 Joint Meetings with other professional societies.

- Action: Schedule meeting with BAPG in Jan. 2009.
- Action: Schedule meeting with SAME, ITE, APWA, ACEC in Feb. 2009.
- Action: Additional societies ABCD, ASME, NYSSPE, Architects, WNY Sustainable Energy Association.

Goal: Offer PDH credits at seven Section Meetings.

- Action: Schedule speakers and topics that qualify for PDH credits.
- Action: Take advantage of ASCE Webinars to supplement PDH offerings.
- Action: George/Jason would coordinate PDH credits and add list of requirements to Manual.

Goal: Improve interaction and support of other societies.

- Action: Help NYSSPE Promote Engineers Week
- Action: Help BEAM Promote Future City Competition

Secretary

Jeffrey Fick, (716) 883-4400, jfick@trautmanassoc.com

Board Meeting Minutes

Goal: The meeting minutes from the Board meetings provide an important historical record of Section governance; but could also be more effectively communicated to Section members not serving as committee chair or Board members.

- Action: Implement strategies to assist in efficient completion of minutes. For one, persons, who are on the agenda to must bring a prepared summary for the Secretary.
- Action: Publish approved minutes on the Section website. Distribute Draft minutes within 1 week of meeting.

Treasurer

Mark DiPasquale, P.E., (716) 856-2142, mcdipasquale@croworld.com

Treasurer Duties

Goal: Develop treasurer duties acceptable to standard accounting practices. Reports and budgets should be formatted with the Annual Report as a guideline.

- Action: Need to close/finish audit and establish starting point with accounts.
- Action: Include budget item for UB student chapter

Attendance and Hospitality

Mike Finn, (716) 655-8842, mfinn@tvga.com

Awards and Nominations

Angela Hintz (716) 667-6613, ahintz@pirnie.com

- Action: Check website for awards dates for Small Section, Website

Continuing Education

George Cotroneo, (716) 879-4278, george.v.cotroneo@usace.army.mil

Communication (new for 2009-2010)

Dean Goodison, (716) 879-4278, dgoodison@gergmannpc.com

Communication

Goal: Improve Section communications through management of the available forms of communication, website, email, postcard mailings. Email - Similar to the website, the Section currently utilizes ASCE National's system of email correspondence. Also, similar, are the problems associated with it: mailing space limitations; no connection between membership database and email database – resulting in laborious effort to manage email database.

- Action: Discuss problems and limitations with ASCE National. Learn options and costs associated with ASCE National email system.
- Action: In connection with the Website task, learn about the options and range of costs associated with email management system from a reputable vendor. Website and Email systems ideally should be with same vendor.
- Action: Continue email notifications from Dean/Bergmann. Approx. 90% of members have email. About 25 postcard mailings go out. Use most recent database from national. Dean to be listed as 1 of the contacts for database.

Directory

Angela Hintz (716) 667-6613, ahintz@pirnie.com

- Action: Angela will assist Michelle. Requests for advertising need to go out in January. Reduce printing of extra directories.

Equal Opportunity

Irvine Reinig II, (716) 681-2587, reinig@ecc.edu (best contact is phone)

Geotechnical/Environmental

[Vacant]

History and Heritage

Carl Lehman, (716) 480-1907, cmlehman@verizon.net

- Action: Discussed on phone, possible Buffalo Section Civil Engineering Landmarks: Orchard Park Railroad Station, Botanical Gardens, Delaware Park/Museum buildings from Pan American Exposition.

Hydraulics and International Boundary Waters

Paul Bijhouwer, (716) 879-4377, paul.bijhouwer@usace.army.mil

Infrastructure and Legislative Issues

- Maria Lehman, cmlehman@verizon.net

Membership

Kevin Marracino, (716) 847-3195, kmarracino@dot.state.ny.us

- Action: Hold ASCE pizza party for recruitment. Check membership numbers.

Newsletter

Tim Sugrue, (716) 847-2450, tsugrue@nittec.org

Newsletter – Monthly newsletter was discontinued beginning January 2009. Postcard mailings are sent to members with no email. Consider quarterly or bi-annually.

New York State Council Delegates

Rick Kotecki, (716) 847-3196, rkotecki@roadrunner.com [Vacant]

Goal: Review NYS Council manual for September meeting. **Jeff Fick may attend September meeting in Rhode Island.**

Past President

Angela Hintz (716) 667-6613, ahintz@pirnie.com

Program and Public Relations

[Vacant]

Outreach

Goal: Increase publicity for the ASCE Buffalo Section.

- Action: Brainstorm list of publications that we could potentially submit items to.
- Action: Submit officer election announcement to selected publications
- Action: Submit at least one longer ASCE-related article to at least one of the identified publications.
- Action: Continue volunteering at Construction Career Days to raise our visibility as a resource for students who would like to pursue engineering. **No SPAG grant for CCD. Athena will check on registration status.**
- Action: Participate with ASCE National for any future press release (Liquid Assets). Organize a press conference and/or launch party.

Goal: Increase ASCE Buffalo Section participation in activities to help the less fortunate.

- Action: Organize at least one Habitat for Humanity workday per year, strive to get at least 10 volunteers from the Section for this event (including any family members that would like to help as well). Identify a Section champion, publicize through email, newsletter, web to solicit volunteers. Publish summary after the event, include photos of Section members working and status of work progress. **Kelly will set-up 1 Habitat for Humanity in fall with UB students.**
- Action: Form a team for Brush Up Buffalo, an event that helps improve neighborhood communities by spending a couple of hours on a Saturday in June as part of a team repainting a house in the identified portion of the City of Buffalo. Strive for at least 5 volunteers, publish event summary on Section website and in Section newsletter. **Angela will coordinate in spring 2010.**
- Action: Hold at least one Section meeting where attendees bring non-perishable food items. Aim to collect at least 4 bags of groceries that would be donated to a local food bank. Publicize through email listserv, website, meeting announcement, newsletter, etc. Publish amount of food collected after the meeting via same forms of communication.

Goal: Increase participation in community events by ASCE members

- Action: Encourage 1 or 2 additional people to attend the event.
- Action: Partner/help/volunteer with other already established community organizations or events.
- Action: Make a good effort to attend ASCE organized community events.

Professional Affairs

George Cotroneo, (716) 879-4278, george.v.cotroneo@usace.army.mil

Scholarships: Julian Snyder Endowment Fund and Paul Koessler (new for 2009-2010)

John Danzer, (716) 649-8110, jdanzer@sjbegs.com

Athena Hutchins, (716) 847-2450, ahutchins@nittec.org

- Action: **Discussed on phone with John, review account balances to ensure JSEF donations are deposited.**
- Action: **Revise Paul Kessler Scholarship application, and work towards an earlier announcement date. Also, look into a plaque for UB's Ketter Hall.**

Shadow Program

Goal: Increase student and Section member involvement in the Shadow program. The Buffalo Section in conjunction with the Student Chapter at UB has established a shadow program to give students an opportunity to see what civil engineers do. Several civil engineering students do not actually know what occurs in real-life civil engineering jobs. By pairing up with a practicing engineer, they can get a feel of what the job can actually encompass. Students shall shadow a practicing engineer for an afternoon, morning, or even a couple of hours. This can include showing them what a company does, what occurs during an average work day, and anything else that is relevant to helping them develop a better understanding of civil engineering.

- Action: **Conduct the shadow program during the fall and spring semester for students.** Reach out to membership for volunteers. Work with Student Chapter ASCE Officers and UB Faculty to promote this to the students. Obtain feedback after the conclusion.

Section Historian

- Julian Snyder, (716) 688-5243, snyder@buffalo.edu

Structures and Computers

Lee Fang, (716) 688-3060, lfengineer@aol.com

Jeffrey Fick, (716) 883-4400, jfick@trautmanassoc.com

Goal: Increase member involvement in the Structures and Computers Committee and establish the Committee as a go-to resource for structural and computer issues for ASCE members.

- Action: Organize and hold at least one committee meeting to regroup and form plan for direction/goals of Structures Committee.
- Action: **Organize and hold one short course/seminar with PDH's** for Buffalo Section Membership. Possible course topics: Advances in Alternative Foundation Systems (partner with local specialty geotechnical contractor) or Structural Steel Design using New AISC Steel Specification.

Student Affairs

Jason Havens, (716) 852-2100, jhavens@clarkpatterson.com

- Tom Coyne, (716) 688-0766, tcoyne@wd-ae.com

Membership

Goal: Encourage greater Younger Member interaction with students

- Action: Hold more events - Outings, meetings and general
 - Socials Gatherings and other activity events – bowling, canoeing, fall/spring Rafting trips, etc.
 - Bar Parties (at places that accept unders – ie Pearl Street)
 - Attendance at Student Section Meetings
- Action: Have 1 or more Representative of student section attend ASCE Buffalo's Monthly Section meetings (Try to make meeting location close to UB North for students)
- Action: Have Student Section give an update at the Buffalo Section monthly meetings on what they are doing, have done and future plans.
- Action: Set up financial Account for ASCE Buffalo Student chapter.
- Action: Increase Shadow Program involvement and participation – 2-4-hour blocks and allow for those who want to see different disciplines shadow additional people.
- Action: Have a member or two from the Professional Section at Opening Day – August
- Action: Have a few members attend the First meeting
- Action: **Have a few members Present at Student meetings – maybe once a month about a project they are working on or have just completed. 10-15 minutes.**
- Action: Encourage Transition from Student Section to Local Section and Explain how that is done briefly in Fall and Detailed in Spring (at a student Meeting)

- Action: At Joint Annual Welcome BBQ – have section members attend the welcome BBQ and mingle with students establish more connection
- Action: Have Section Sponsor food for meetings from Golf Tournament fundraising.
- Action: Participate in Golf Tournament. Goal is to raise \$2000.
- Action: Resume review in Spring semester

Goal: Maintain/increase ASCE involvement with local schools

- Action: Meet with local school guidance counselors and set-up time to talk with students interested in engineering.
- Action: Continue participation in Engineering Expressions.

Student Chapter President

Nick Montaldi, 716-417-0892, nlm8@buffalo.edu

Student Faculty Advisor

Todd Snyder, (716) 645-2114, tmsnyder@eng.buffalo.edu

Technical Societies Council Delegates

George Cotroneo, (716) 879-4278, george.v.cotroneo@usace.army.mil [Vacant]

Webmaster

Jeffrey Fick, (716) 883-4400, jfick@trautmanassoc.com

Website - The Section currently has a website, hosted by ASCE National. There are, however, technical problems, that have nagged our website coordinator: storage space; compatibility; limitations on advanced uses (e.g., registration for events).

- Action: Discuss problems and limitations of website with ASCE National. Learn options and costs associated with ASCE National as web host.
- Action: Contact private web hosting companies. Learn about options and range of costs associated with web hosting from reputable vendor.
- Action: By year's end, have new improved web site up and running. The following are some recommended modifications:
 - Website updated and revised, business card ads added.
 - Add additional photographs and write-ups of Section activities. Add interactive calendar, google calendar.
 - Add "headshots" of Buffalo Section Officers. Need Mark's headshot.
 - Add space for newsletter archives and Board meeting minutes (must continue research server space and software requirements with National).
 - Continue researching alternatives for website hosting (continue with ASCE National or subscribe to service through local company).

Younger Members

Kelly Pilarski, (716) 362-9187, pilarskik@pbworld.com

Membership

Goal: To identify the issues and interests of younger engineers and facilitate positions/responses to such issues and interests; to develop and implement interaction with area sections, branches and other younger member engineering societies.

- Action: Develop a well-articulated Younger Member (YM) “pitch”
- Action: Develop a thorough YM Database with help from past committee chairs, board members, and other committees
- Action: Promote activities: Golf Tournament/Wine Tour in August. Habitat in September. Roaming Buffalos adventure club, tailgate for UB football game, increase Facebook Participation.

Meeting Speaker Selection – Baton Rouge Branch

1. Section, Branch	Louisiana Section, Baton Rouge Branch
2. Section/Branch Size	Medium
3. Project Contact	
Name	Joey Coco, P.E.
Phone Number	(225) 246-8206
Email	jcoco@forteandtablada.com
4. Project Category	Section Operations
5. Project Description	The project involved targeting a high turnout at local Branch luncheons.
6. The Process (What you did, When and How)	Selecting speakers and topics of interest to our membership.
7. Those in Charge (Committee, Task Committee, Etc.)	Branch Outreach Director
8. Time Frame (When Started, When Completed)	Continual.
9. Success Factors (The Parts that Worked Really Well)	Getting speakers that could provide worthy PDH topics, providing an Ethics PDH.
10. Setback Factors (The Parts that did Not Work Well)	
11. Creativity (This is something off the wall that we did)	
12. Administration (What was most Important?)	
13. Follow-Up (What was most important?)	

14. Recommendations (What you should ALWAYS do with this project?)	Meetings with PDH topics bring the membership together more so than those that don't provide PDH. Meetings with Public Figures also gather the membership together.
15. Cautions (What you should NEVER do with this project?)	
16. The Outcome	Elevated membership turnout at branch functions.
17. Ongoing Activity (Would you do it again?)	
18. Speaker Contact Information (person from your Region who would be willing to speak about the Best Practice)	
Name	
Address	
Phone Number	
Email	
19. Additional Comments	

Indoor Putt-Putt Golf Tournament Fundraiser – Maryland Section

1. Section, Branch	Maryland Section
2. Section/Branch Size	Medium
3. Project Contact	
Name	Keith Duerling
Phone Number	(410) 887-3764
Email	kduerling@baltimorecountymd.gov
4. Project Category	Section Operations
5. Project Description	An annual indoor putt-putt golf tournament is held to raise funds for college scholarship endowments. A local hotel is contracted to allow us to set up indoor golf holes throughout their ground floor and banquet facility. Fees are charged to players and hole sponsors. Food and drinks are provided to the players. A silent auction is also included.
6. The Process (What you did, When and How)	An agreement was reached with the hotel to house and cater the event. Golf putters were leased from a local golf facility. Crews are needed to set up, and break down, the holes on the day of the event.
7. Those in Charge (Committee, Task Committee, Etc.)	The Maryland Section Scholarship Committee manages the event. Funds raised are distributed to the three engineering universities in Maryland.
8. Time Frame (When Started, When Completed)	Advertise in the Fall, hold the event in February and the complete the accounting by Summer.
9. Success Factors (The Parts that Worked Really Well)	Companies are encouraged to build and decorate their own holes. The three judged to be best win prizes.
10. Setback Factors (The Parts that did Not Work Well)	Making sure that there is enough help to build and break down the holes.
11. Creativity (This is something off the wall that we did)	Some of the hole designs are very innovative!
12. Administration (What was most Important?)	Keeping records of commitments and payments. Setting up starting hole assignments for players.
13. Follow-Up (What was most	Receiving payments from firms that made commitments.

important?)	
14. Recommendations (What you should ALWAYS do with this project?)	Get younger members and student chapters involved.
15. Cautions (What you should NEVER do with this project?)	Never forget that the goal of the project is to enhance the scholarship endowments at the three universities under the Maryland Section's area of responsibility. The funds should not be diverted to other activities.
16. The Outcome	We have raised over \$10,000 annually for our scholarship
17. Ongoing Activity (Would you do it again?)	Yes, this year will be our 17th year!
18. Speaker Contact Information (person from your Region who would be willing to speak about the Best Practice)	
Name	
Address	
Phone Number	
Email	
19. Additional Comments	<p>This Best Practice includes following attachments:</p> <ul style="list-style-type: none"> • Photos of the fundraising event



Figure 1: Sponsor designed hole.



Figure 2: Students and young engineers often assist with hole setup.



Figure 3: Baltimore themed hole from local engineering firm.



Figure 4: Hole construction often has theme's (note bridge piers and stream)



Figure 5: Silent auction setup

Section Anniversary Party and Awards Ceremony – New Hampshire Section

1. Section, Branch	New Hampshire Section
2. Section/Branch Size	Medium
3. Project Contact	
Name	Brian Vincent
Phone Number	(603) 224-4182
Email	bkih1234@myfairpoint.net
4. Project Category	Section Operations
5. Project Description	50-year anniversary celebration and Award Ceremony. Awards included NH OCEA award, Student scholarship awards and ASCE Lifetime Membership Awards.
6. The Process (What you did, When and How)	<p>We carefully selected a venue for the event that was a central location in NH to try and get good attendance. We put some time into selecting a venue that would be more appealing than our usual monthly meeting venues. In the end, the venue we selected was a bit fancier than the usual venues and more expensive. This did mean higher ticket prices, but the food and atmosphere were better quality and perhaps that helped people justify the higher expense. It also helped with creating the atmosphere for the event that we were trying to achieve. We wanted this to be a special event.</p> <p>We heavily promoted the event to the membership via email announcements and reminders, as well as through the Section Newsletter. We also sent invitations to other area sections. We had members from both the Maine, Vermont and Boston sections attend. Anni Autio, on behalf of BSCES made a special proclamation recognizing the NH Section’s 50th anniversary.</p> <p>We worked very hard to get a “unique keynote speaker” that would create interest and hopefully a good draw. To save on the expense of a key note speaker, we made an agreement with our speaker that in exchange for him speaking, we could commit a number of volunteers to an annual event he organizes.</p> <p>The planning process began several months before the event. It seems that this is necessary if you are trying to get a top-notch venue that is affordable</p>

	<p>along with a top-notch speaker. We tried to select a date that was free and clear from other events put on by the NH Section and other local engineering societies.</p> <p>We requested and obtained sponsorships from local engineering firms to defray some of the costs, particularly because we invited award winners to attend free of charge.</p> <p>We also made sure that we had a “full time” photographer at the event (one of our board members).</p>
7. Those in Charge (Committee, Task Committee, Etc.)	Brian Vincent, Britt Audet, Jay Hodkinson and Ken Milender.
8. Time Frame (When Started, When Completed)	We began planning the event in November 2008 and the event was held in May 2009.
9. Success Factors (The Parts that Worked Really Well)	The venue, dinner/food was excellent, the registration went well and awards went well. The main speaker had an excellent topic that was appreciated.
10. Setback Factors (The Parts that did Not Work Well)	Electronics for the main speaker did not work well, and the main speaker presentation seemed to be a little too long. There was a bit of a glitch with the number of tables/seats available, but it was quickly corrected.
11. Creativity (This is something off the wall that we did)	
12. Administration (What was most Important?)	Staying organized with attendee sign ups, cash flow and committee coordination.
13. Follow-Up (What was most important?)	Place photographs of the event on our website immediately following the event. Thank sponsors within our section newsletter.
14. Recommendations (What you should ALWAYS do with this project?)	Make sure electronics ARE going to work. Plan ahead.
15. Cautions (What you should NEVER do with this project?)	Rush things and leave loose ends and hope for the best.
16. The Outcome	Very well received.
17. Ongoing Activity (Would you do it again?)	
18. Speaker Contact Information (person from your Region who would be willing to speak about the Best Practice)	

Name	
Address	
Phone Number	
Email	
19. Additional Comments	

Seattle City Light’s Diablo Dam Good Dinner Tour – North Branch

1. Section, Branch	Seattle Section, North Branch
2. Section/Branch Size	Small
3. Project Contact	
Name	Phil Cohen
Phone Number	(360) 240 5546
Email	philc@co.island.wa.us
4. Project Category	Section Operations
5. Project Description	Provided a private tour opportunity to ASCE Seattle Section & branch members and their families of Seattle City Light’s Diablo Dam Good Dinner Tour on Friday, May 16, 2008. See http://www.ci.seattle.wa.us/light/tours/Skagit/
6. The Process (What you did, When and How)	I contacted the Seattle City Light tour liaison person and asked for guidance in August 2007. I then started worked on funding, schedule, attendance, publicity, and transportation details until the week before the tour which was May 8, 2008.
7. Those in Charge (Committee, Task Committee, Etc.)	Phil Cohen, ASCE North Branch President, 2007- 2008. Transportation assistance provided by Inga Drechsel, ASCE North Branch President, 2006-2007.
8. Time Frame (When Started, When Completed)	<p>August 2007 – Made inquiry for private group tour for up to 50 ASCE members & their families and got details of a 3.5-hour tour, lunch, and boat ride.</p> <p>August 2007 – Contacted ASCE director for north branch and requested funding support from the Seattle Section to help underwrite part of the \$55 ticket cost</p> <p>September 2007 – Started working on bus transportation for Seattle members and North Branch members December 2007 – Confirmed reservations for private tour for May 16, 2008</p> <p>February 2008 – Worked on getting charter bus for Seattle ASCE members</p> <p>February 2008 – Discussed risk management aspects of the tour with ASCE Reston, VA March 2008 – Started publicizing</p>

	<p>the tour with ASCE section and branch newsletters April</p> <p>2008 – Confirmed final tour numbers with Seattle City Light</p> <p>April 2008 – Cancelled charter bus and had members carpool to save money. Selected rendezvous location in Sedro-Woolley, WA</p> <p>May 2008 – Sent out last call for participants</p> <p>May 16, 2008 – Went on tour</p>
<p>9. Success Factors (The Parts that Worked Really Well)</p>	<ol style="list-style-type: none"> 1) Using an organization that is used to giving large public tours (Seattle City Light) to engineers be our host for the museum, powerhouse and dam tour, 2) Getting ASCE to underwrite part of the cost e.g. \$35 of a \$55 tour 3) Taking all day to do the tour 4) Getting lucky with the weather: clear sky – temps in the 80’s and incredible alpine scenery all around us 5) Car pooling
<p>10. Setback Factors (The Parts that did Not Work Well)</p>	<p>Trying to coordinate bus schedule with people’s schedule and desired pickup locations</p>
<p>11. Creativity (This is something off the wall that we did)</p>	
<p>12. Administration (What was most Important?)</p>	<p>Advance planning, and announcements of the tour (publicity)</p>
<p>13. Follow-Up (What was most important?)</p>	<p>Publicity and in-depth knowledge of the tour components</p>
<p>14. Recommendations (What you should ALWAYS do with this project?)</p>	<p>Plan in advance by 6 to 8 months, keep the prices within reason.</p>
<p>15. Cautions (What you should NEVER do with this project?)</p>	<p>Try to plan something of this size in 2 to 3 weeks. Schedule, it at the same time as another ASCE event.</p>
<p>16. The Outcome</p>	<p>Outcome was good. People relaxed during the tour and enjoyed themselves.</p>
<p>17. Ongoing Activity (Would you do it again?)</p>	
<p>18. Speaker Contact Information (person from your Region who would be willing to speak about the Best</p>	

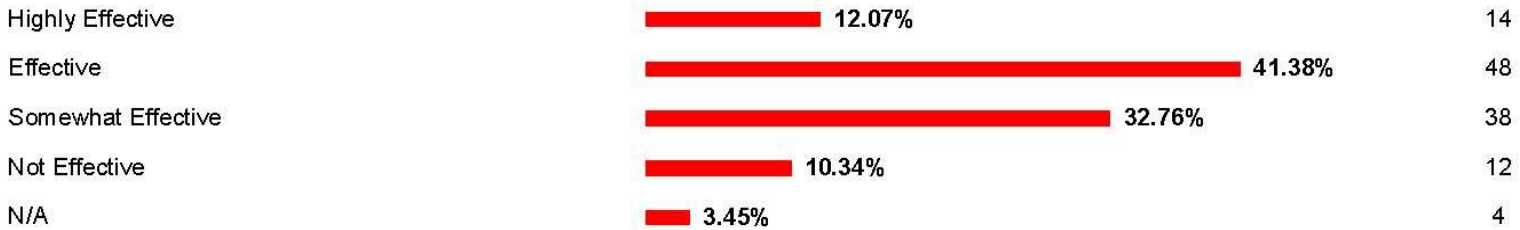
Practice)	
Name	
Address	
Phone Number	
Email	
19. Additional Comments	Some hardship was brought about having the tour on Friday and it created work schedule conflicts for some members so they couldn't attend. Other members were happy to give up a work vacation day so they could have the full weekend for other activities. Seattle City Light only offered the tour on weekdays.

Automated Online Dallas Branch Survey – Dallas Branch

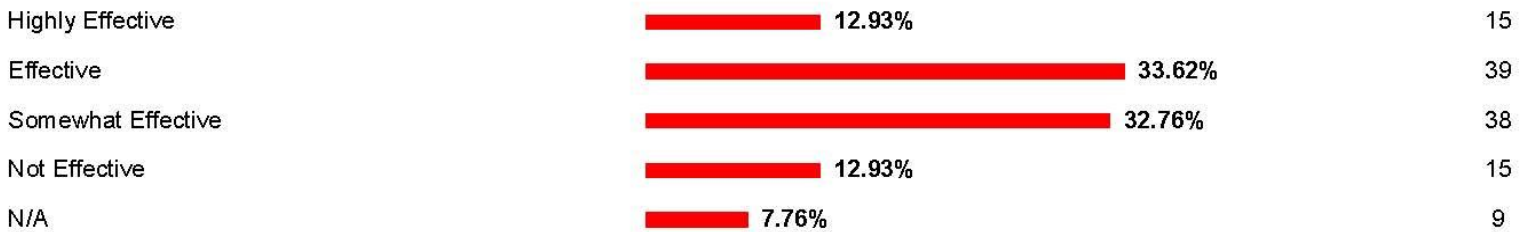
1. Section, Branch	Texas Section, Dallas Branch
2. Section/Branch Size	Large
3. Project Contact	
Name	Sean P. Merrell
Phone Number	(972) 464-4834
Email	smerrell@browngay.com
4. Project Category	Section Operations
5. Project Description	Automated Online Dallas Branch Survey
6. The Process (What you did, When and How)	Early on in the process to develop the new officers and committee chairs, we wanted to get a better understanding of where the Dallas Branch stood in the eyes of our members. This also allowed us to develop programs and speakers for our members based on their responses.
7. Those in Charge (Committee, Task Committee, Etc.)	A committee could be set up, but we believe all the leaders of the Branch have to be involved to develop a well thought out and meaningful survey. No one wants to waste their time answering a silly survey. The webmaster was important for making it user friendly online on our website. It is important for the branch president to follow up with the officers and committee chairs to ensure they utilize the information received from the survey.
8. Time Frame (When Started, When Completed)	1 month to develop the survey, 1 month to take the online survey (with a few reminders to our members), 1 month to review and act upon the results and comments from the survey.
9. Success Factors (The Parts that Worked Really Well)	Pretty much everything worked well
10. Setback Factors (The Parts that did Not Work Well)	The response rate could have been better. Next time we should encourage members to participate in the survey by offering random prizes to those who take the survey.
11. Creativity (This is something off the wall that we did)	Utilized the automated survey module from our Branch website.
12. Administration (What was most Important?)	Developing useful and well thought out questions.

13. Follow-Up (What was most important?)	Make sure the officers and committee chairs review the results and comments from the survey. Be sure to thank those who participated in the survey.
14. Recommendations (What you should ALWAYS do with this project?)	Make sure you brainstorm with all your branch officers and committee chairs on what sort of information you want to ask your members about. Then be sure to review all the developed questions (and answers) with the branch officers as well
15. Cautions (What you should NEVER do with this project?)	Ask too many questions. Make the survey too long. Constantly bug them to fill it out.
16. The Outcome	A good overview of how our members see how the branch is providing to their needs. It also gave us a good direction on what type of speakers and meeting location we should be looking for in the future. Overall it really gives you the pulse of the members.
17. Ongoing Activity (Would you do it again?)	Yes, but not more than once a year at the branch level. We might even offer a random prize or two to those who complete the survey next time.
18. Speaker Contact Information (person from your Region who would be willing to speak about the Best Practice)	
Name	
Address	
Phone Number	
Email	
19. Additional Comments	This Best Practice includes the following attachments: <ul style="list-style-type: none"> • Survey results

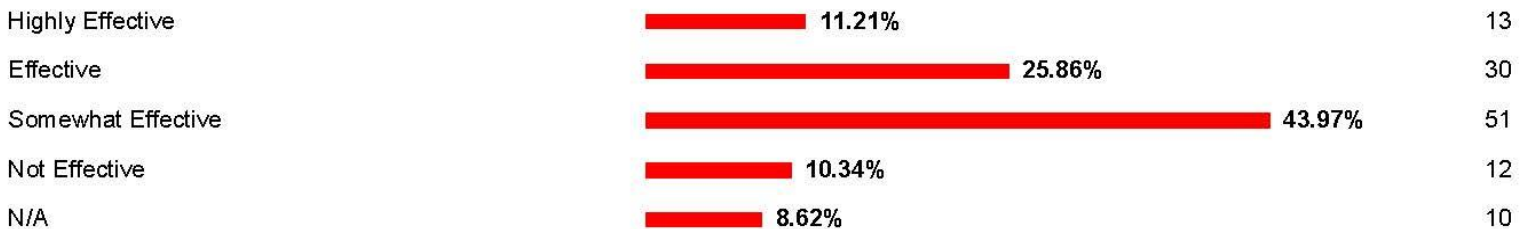
1. Rate the overall effectiveness of the Dallas Branch in meeting your PROFESSIONAL DEVELOPMENT needs.



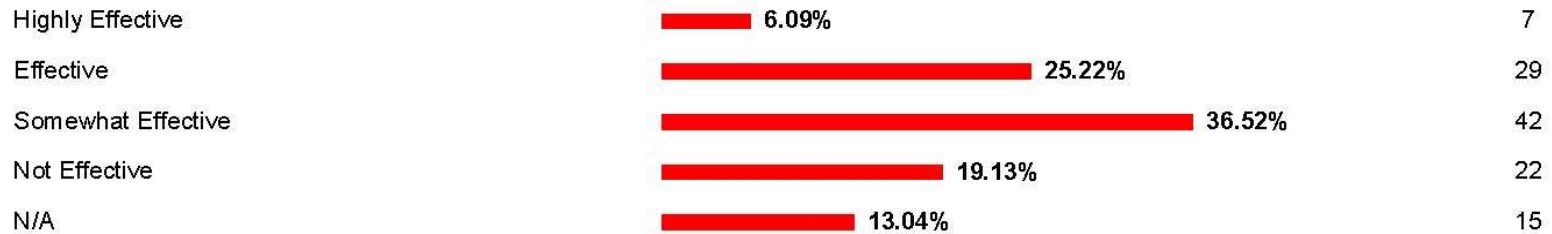
2. Rate the overall effectiveness of the Dallas Branch in meeting your TECHNICAL TRAINING and PDH needs.



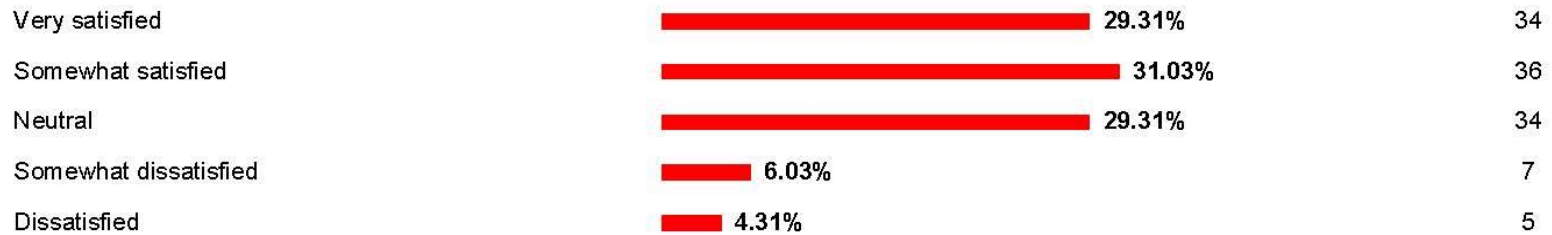
3. Rate the effectiveness of the Dallas Branch public relations and community affairs outreach (outreach to the general public, students and communities).



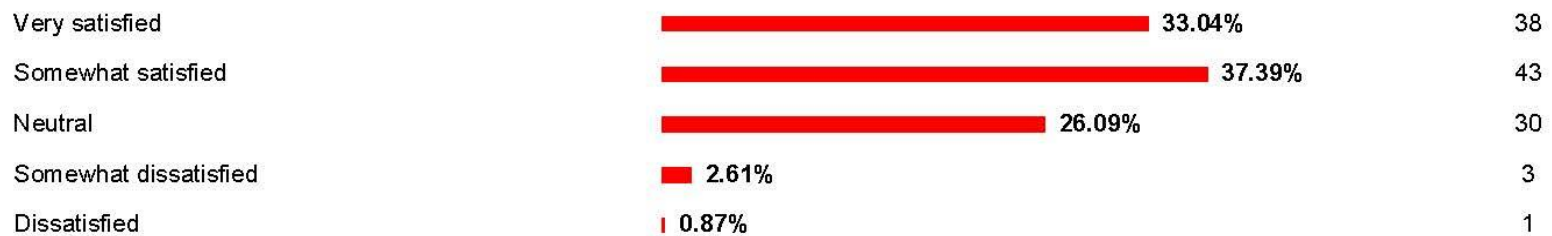
4. Rate the effectiveness of the Dallas Branch government relations outreach (outreach to political figures and government agencies).



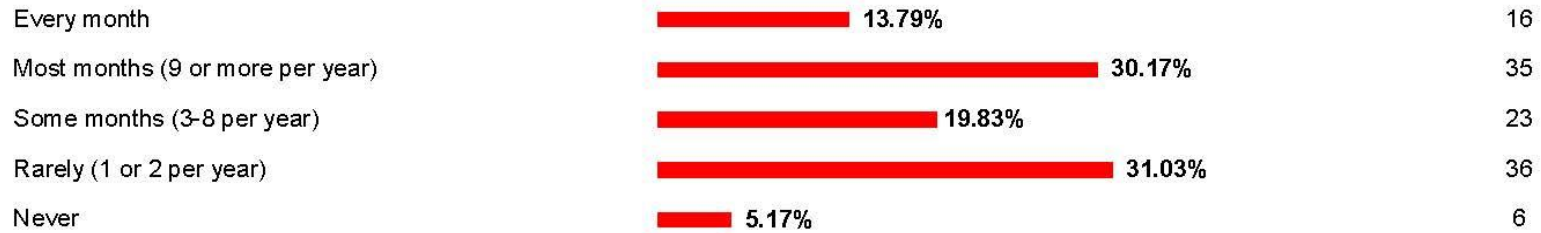
5. How satisfied are you with the ASCE Dallas e-newsletter?



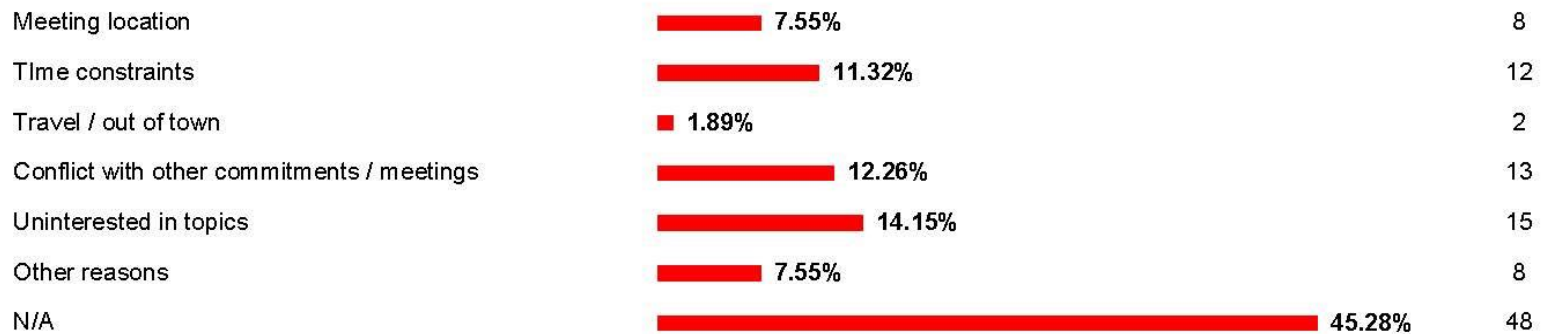
6. How satisfied are you with the new ASCE Dallas website?



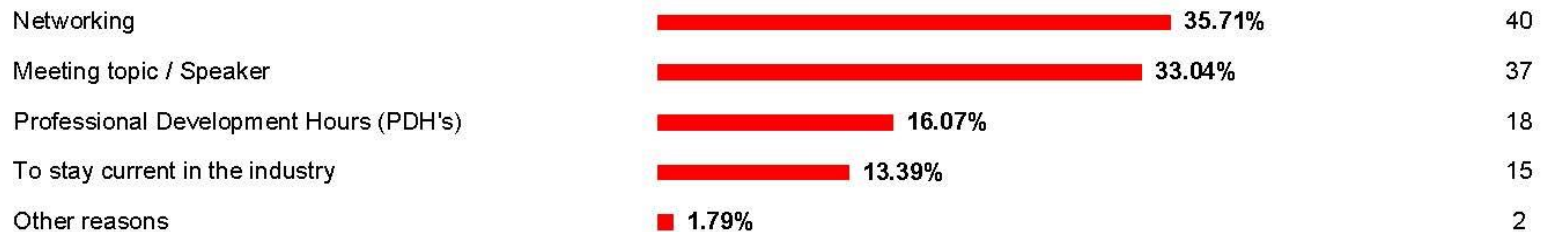
7. How often do you attend monthly meetings?



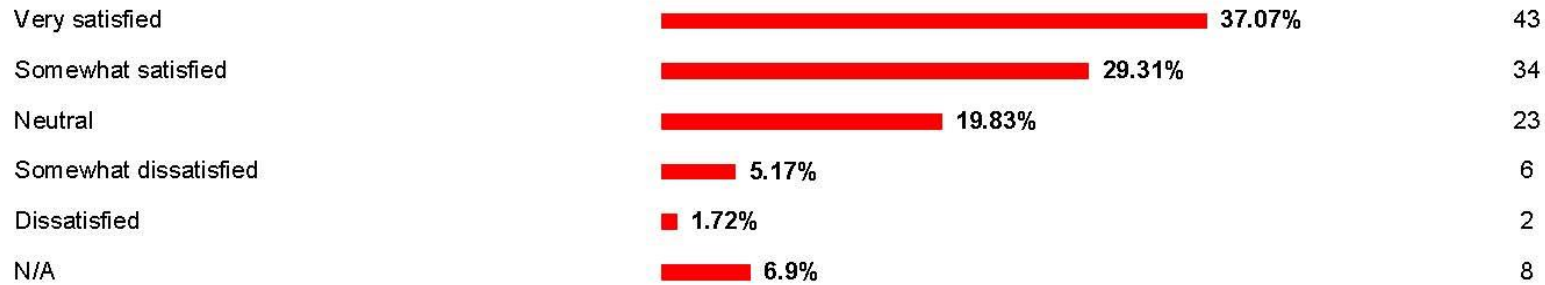
8. If you rarely or never attend meetings, what is the reason for your lack of attendance?



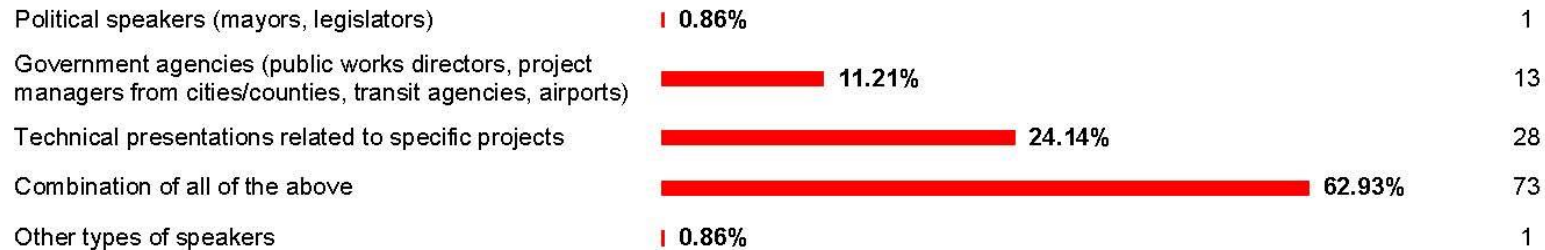
9. What is your primary reason for attending monthly luncheons?



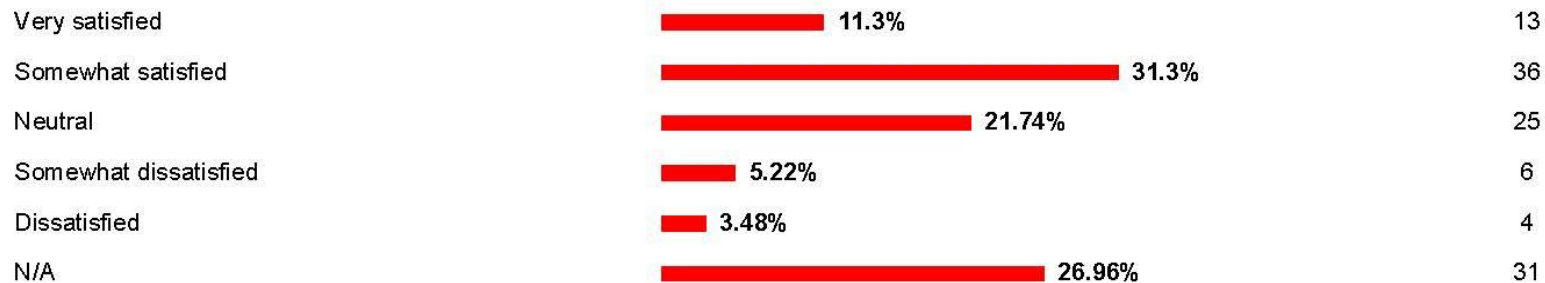
10. How satisfied are you with the OVERALL format of the monthly luncheons - registration, name tags, announcements, food, service, speakers, technical institutes?



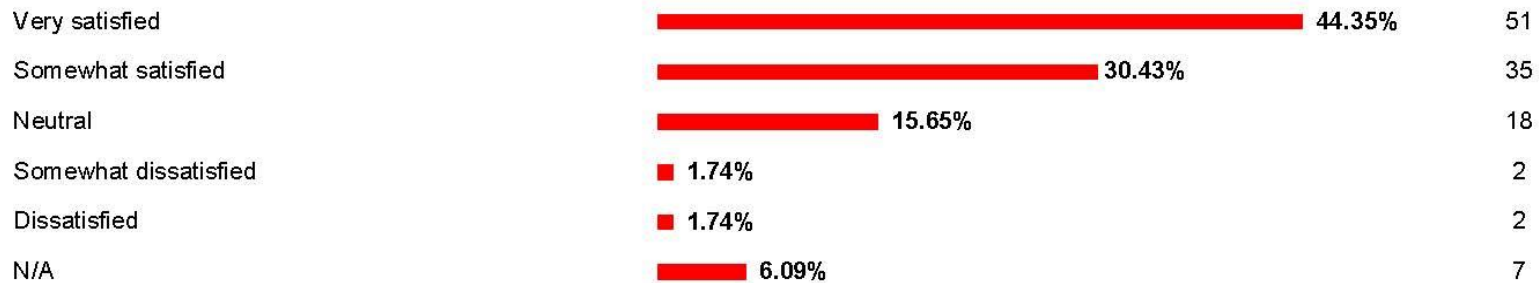
11. What type of speaker do you prefer for the monthly luncheons?



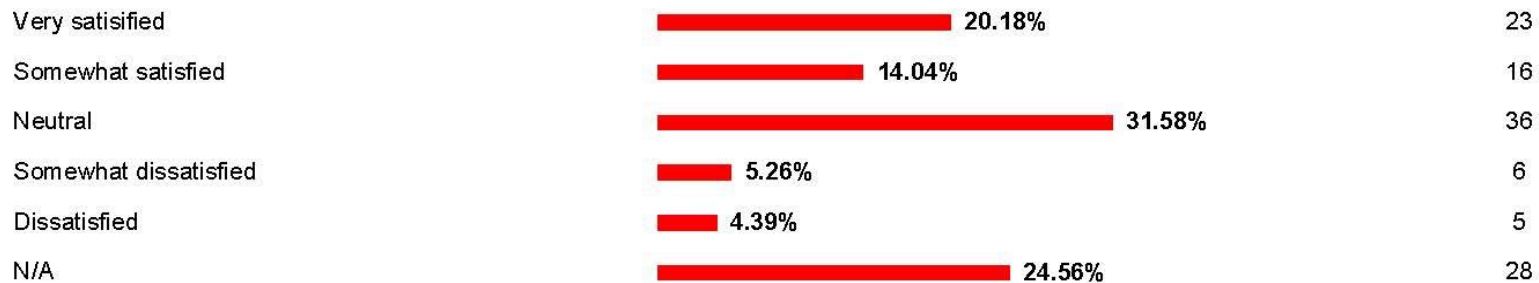
12. How would you rate your overall satisfaction with the Technical Institutes' continuing education seminars?



13. How satisfied are you with the online reservation system?



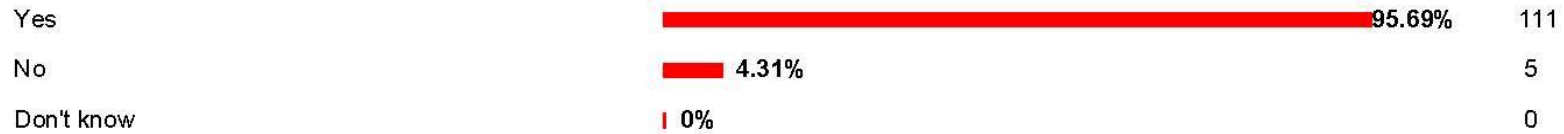
14. How satisfied are you with the online payment system using Paypal?



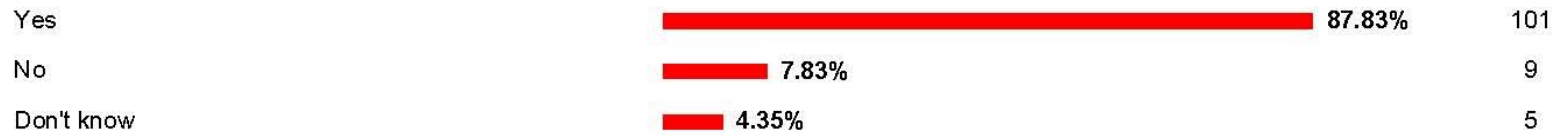
15. Do you believe that dues-paying members of ASCE should pay less for monthly luncheons than non-members?



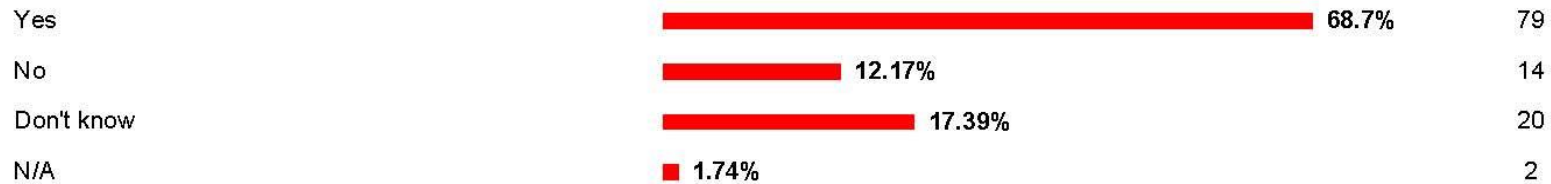
16. Are you a member of ASCE?



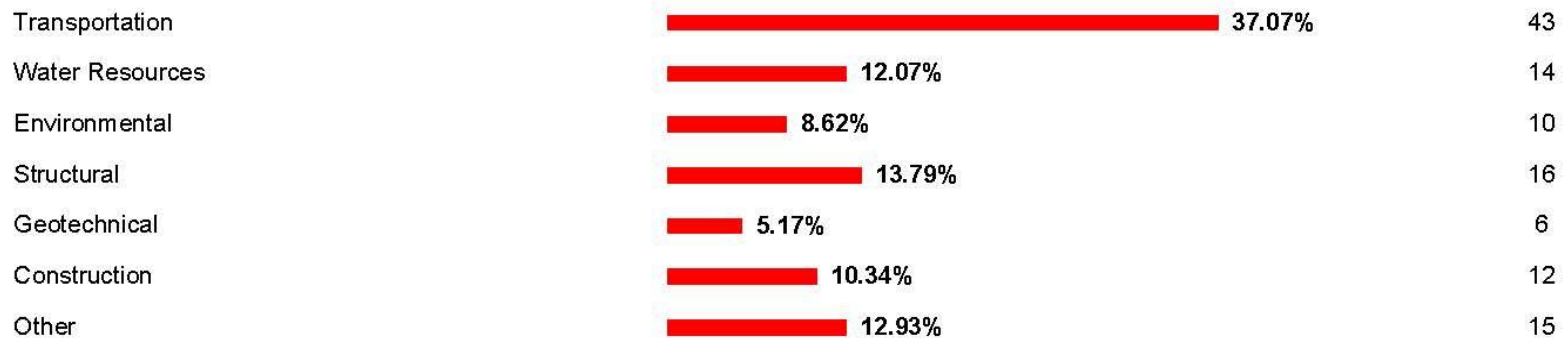
17. Do you pay Texas Section dues as well as National Dues?



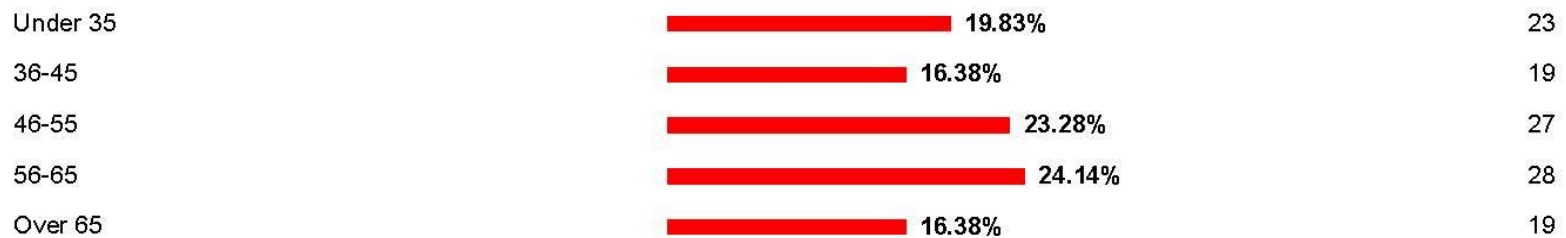
18. Do you believe that your ASCE membership is a good value for the benefits you receive?



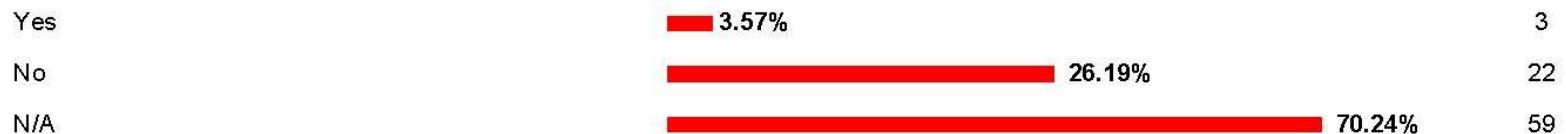
19. Which discipline of civil engineering most describes your focus?



20. Please indicate your age range:



21. If you are under 35, do you participate in Younger Member Committee Activities?



Sponsorship – Truckee Meadows Branch

1. Section, Branch	Nevada Section, Truckee Meadows Branch
2. Section/Branch Size	Small
3. Project Contact	
Name	Mike Wilhelm, P.E., Branch President Dan St. John, P.E., Branch Past-President
Phone Number	(775) 750-7866
Email	mwilhelm@farrwestengineering.com
4. Project Category	Section Operations
5. Project Description	Following a significant decline in sponsorships, the Branch developed a new approach and sponsorships were actively solicited from the local civil engineering community.
6. The Process (What you did, When and How)	In the past, we simply ran a notice in the monthly newsletters to announce that annual sponsorships were available, described the different sponsorship levels (Silver Sponsor @ \$300/yr and Corporate Sponsor @ \$100/yr) with the benefits of each (see attached), and gave the response deadline. As the economy slowed and continued to stay flat, we saw a continuous decline in sponsorships. Finally, in 2009, this approach resulted in only 5 of our 11 available Silver Sponsor slots being sold. In 2010, we decided to move away from the passive solicitation and we developed a new program where we personally contacted a Principal from each of the civil engineering firms in Reno by telephone. The new active approach resulted in all 11 of the Silver Sponsor slots being sold!
7. Those in Charge (Committee, Task Committee, Etc.)	Branch officers
8. Time Frame (When Started, When Completed)	The sponsorship deadline is December 31, so ran the initial notices in our monthly newsletter from November thru January, as in the previous years. Solicitation phone calls were placed during November and December. Finally, personalized thank you letters were sent out (see attached) to each firm after they committed to a sponsorship, in December and January. The thank your letters let the sponsor know what the Branch was doing with the funds we raised—scholarships to the University of Nevada ASCE Student Chapter, outreach, etc. Finally, as an addition for this year (2011) and moving forward, personal letters will be sent out to the Silver Sponsors from the previous year, thanking them again and also requesting a continuation of their support. The letters will be sent out in October/November.
9. Success Factors (The Parts that Worked Really Well)	Personal phone calls. Engineering is about relationships.

10. Setback Factors (The Parts that did Not Work Well)	The old system—running an ad and waiting for results.
11. Creativity (This is something off the wall that we did)	Going back to a personal approach—taking time to call prospects instead of simply relying on impersonal solicitation by email and the newsletter.
12. Administration (What was most Important?)	Setting up a list of the firms in Reno and dividing them up among the branch officers. Some of the officers knew the appropriate individual at a firm on the list and this made the phone call that much more meaningful.
13. Follow-Up (What was most important?)	Thank your letters were the most important follow up and a timely distribution was essential. A key component of the thank you letter was to give the sponsor an open invitation to be the keynote speaker at our monthly membership luncheon and to encourage their firm’s involvement in ASCE.
14. Recommendations (What you should ALWAYS do with this project?)	Personal phone calls and timely thank you letters.
15. Cautions (What you should NEVER do with this project?)	Don’t procrastinate on the phone calls. These were the key to the success of the program.
16. The Outcome	Huge success.
17. Ongoing Activity (Would you do it again?)	Absolutely.
18. Speaker Contact Information (person from your Region who would be willing to speak about the Best Practice)	
Name	
Address	
Phone Number	
Email	
19. Additional Comments	<p>This Best Practice includes the following attachments:</p> <ul style="list-style-type: none"> • Letter of appreciation to sponsor • Sponsorship information



TRUCKEE MEADOWS BRANCH AMERICAN
SOCIETY OF CIVIL ENGINEERS

P. 1. BOX 70002, RENO, NEVADA 89570-0002

December 15, 2010

Mark Gookin
Wood Rodgers
5440 Reno Corporate Drive
Reno, Nevada 89511

RE: ASCE Truckee Meadows Branch (TMB) Silver Sponsors

Dear Mark,

On behalf of the Board of Directors for the ASCE TMB, I want to extend a heartfelt letter of appreciation to you and your firm for your support this year of your local branch of ASCE. Your support is critical to our ability to carry out our annual programs including our UNR College of Engineering Scholarships, our monthly professional luncheon presentations, and our community outreach activities such as our recent sponsorship of the NNTC (Northern Nevada Transportation Coalition) Sustainability Summit. We know the times are tight and your continued support at the Silver Sponsorship level demonstrates your commitment to our profession and our local presence as an ASCE branch.

I want to encourage you to take maximum advantage of your leadership role in our Branch as a Silver Sponsor. As you know, we will feature your corporate logo prominently in our monthly newsletter and on our website. We will be asking you for a company promo that we can use at an upcoming luncheon where we will be presenting you with a commemorative plaque. We are also asking that you consider proposing a luncheon program that highlights a recent project or program of general interest to the local engineering community. And finally, we welcome your comments and suggestions on how we can improve our Branch programs and activities.

But most importantly, we welcome yours and your staffs' participation in our luncheons and other programs and in serving positions of leadership on our Board of Directors and Committees. Your encouragement to your engineering staff to be involved is extremely valuable to our Branch's future.

Again, thank you for your support as a Silver Sponsor. We look forward to working with you to help make our Truckee Meadows Branch the best we can be. And above all, we wish you, your staff, your company and your families and friends the best and most wonderful holiday season and all the luck and prosperity in the New Year.

Sincerely,

Dan St. John, P.E., F. ASCE
President, ASCE Truckee Meadows Branch
Cc: Board of Directors

CIVIL ENGINEERING: A PEOPLE-SERVING PROFESSION



IT'S TIME TO RENEW YOUR INDIVIDUAL AND CORPORATE SPONSORSHIPS

As a Truckee Meadows Branch **Corporate Sponsor** or **Silver Corporate Sponsor**, you enjoy the following benefits at a very reasonable cost

Corporate Sponsor

- Monthly corporate visibility in the TMB newsletter via a business card- sized advertisement which is seen by the Branch membership
- An in-depth highlight of your company or organization
- The opportunity to make announcements and advertise employment opportunities to a targeted audience of experienced local engineers

Silver Corporate Sponsor

- Includes all of the Corporate sponsor benefits listed above, **PLUS:**
- Corporate visibility via a link to your website on the TMB home page
- Display of your corporate logo during one of the luncheons
- Plaque of appreciation for your office

Only eleven Silver Corporate Sponsors are available each year

Individual Sponsor

As an **individual sponsor**, you enjoy the benefits of local participation in the Truckee Meadows Branch of ASCE for only **\$30** per year. In return, you receive:

- The Branch monthly newsletter
- Monthly notices of luncheon speakers
- Discounts on monthly luncheons
- Local networking
- Recognition of local outstanding engineers and projects

Your membership in the Truckee Meadows Branch of ASCE also supports and promotes the local engineering community and the University of Nevada, Reno student ASCE chapter.

A reminder – When renewing your National membership and paying your annual dues, please select the Truckee Meadows Branch on the form.

And remember, as a **National Member**, you receive the full benefits of ASCE, including:

- Access to quality information on technical and professional issues related to civil engineering
- The opportunity to voice your preferences regarding local training courses
- Discounts on local training courses
- An organization that works to improve the image and profile of civil engineers
- The career resources that you need
- Convenient, cost-saving personal benefits
- For additional information on National membership, go to www.asce.org.
- For additional information on corporate or individual sponsorships, contact Dan St. John at dstjohn@washoecounty.us.

Student Transition – Lehigh Valley Section

1. Section, Branch	Lehigh Valley Section
2. Section/Branch Size	Large
3. Project Contact	
Name	Gregory Kuklinski, P.E., M. ASCE
Phone Number	(484) 221-6763
Email	gkuklinski@benesch.com
4. Project Category	Section Operations
5. Project Description	Student Transition techniques
6. The Process (What you did, When and How)	See attached PowerPoint and word document description
7. Those in Charge (Committee, Task Committee, Etc.)	Practitioner Advisors, Student Relations Committee (Section)
8. Time Frame (When Started, When Completed)	Past 3 years
9. Success Factors (The Parts that Worked Really Well)	<i>See attached documents</i>
10. Setback Factors (The Parts that did Not Work Well)	<i>See attached documents</i>
11. Creativity (This is something off the wall that we did)	<i>See attached documents</i>
12. Administration (What was most Important?)	<i>See attached documents</i>
13. Follow-Up (What was most important?)	<i>See attached documents</i>
14. Recommendations (What you should ALWAYS do with this project?)	<i>See attached documents</i>

15. Cautions (What you should NEVER do with this project?)	<i>See attached documents</i>
16. The Outcome	<i>See attached documents</i>
17. Ongoing Activity (Would you do it again?)	Yes!! It is ongoing every day! In fact, I was talking to the Lafayette students today!
18. Speaker Contact Information (person from your Region who would be willing to speak about the Best Practice)	
Name	Gregory Kuklinski, P.E., M. ASCE
Address	840 Hamilton St, Suite 400, Allentown, PA 18101
Phone Number	610-730-1299
Email	gkuklinski@benesch.com
19. Additional Comments	This Best Practice includes the following attachments: Presentation outline PowerPoint slides

Lehigh Valley Section Best Practice – Student Transitions April 2012

By: Gregory Kuklinski, P.E., M. ASCE

At the MRLC in Portland, OR, Greg Kuklinski, P.E., M. ASCE gave a presentation on what the Lehigh Valley Section has been doing in the past few years to transition students from Student Members to Associate Members. As a summary from his presentation:

Introduction:

- Student Members are the future of ASCE
- Many students do not know that ASCE exists beyond the college campus
- Once students know the benefits of ASCE after college, they are more likely to stay involved

Importance of Practitioner Advisor – Student Chapter Handbook, 2011

- A Student Organization usually has a Faculty Advisor and two Practitioner Advisors (PA) appointed by their respective ASCE Section.
- PA's, along with Faculty Advisors (FA), serve as the Advisory Personnel for their respective Student Organization.
- Normally, one of the PA's is a Younger Member and a recent graduate. PA's serve as representatives of the local Section/Branch.

Importance of Practitioner Advisor – Best Practice

- Practitioner Advisor for Lehigh University from 2003-Present.
- On-campus presence and face recognition are very important. Students must know who you are. Being a graduate of the University is a plus.
- The PA should coordinate activities on campus between Section and YM's.
- The PA should recommend professionals to talk to students in class about working in the field.

Importance of Faculty Advisor – Student Chapter Handbook, 2011

- The Faculty Advisor (FA), an ASCE member, should be appointed by its ASCE Section.
- The FA is the mainstay of the Student Organization, representing continuity from year to year as Student Organization members change.
- The FA works with PA's to educate students about the CE profession.
- The FA should be an active member of ASCE and keep abreast of incentives/programs relating to student activities.

Importance of the Faculty Advisor – Best Practice

- At Lehigh U, both FA's are ASCE members as well as PE's. They encourage participation with the Steel Bridge and Concrete Canoe Competitions.

- Students hear about ASCE from their professors and see them help out with ASCE activities which is important.
- PA's as well as the Section should have a good working relationship with the FA's.

Younger Member Interaction

- Younger Members (Age 35 and under) are the closest generation to the Students.
- Since many YMG's have social activities, these are good opportunities to interact with Student Chapters.
- Presentations about resume writing, life after college and panel discussions (ALONG WITH FREE FOOD!) on campus tend to be extremely popular.

Ideas for Joint Activities with Younger Members

- Panel Discussion (with local Civil Engineers and Professors as Panelists)
- Hershey Bears Hockey Game
- Resume Review (Before the Career Fair)
- Bowling Night
- Bridge Tour (with a Faculty Advisor)
- Minor League Baseball or Hockey Game
- If possible, try and combine activities
- with multiple Sections / Branches

Section / Branch Interaction

- Most Sections/Branches have monthly lunch/dinner meetings where students get invited.
- Section/Branch members are the future employers of the students. Many employers feel that involvement in ASCE is a benefit to the company.
- A Section/Branch Student Relations Committee is a key link between the PA, FA, and Student Chapter President.
- Section / Branch mentoring programs

Section / Branch Interaction Best Practices

- Dedicate at least one monthly meeting to students at their campus and have them give the presentation. Encourage reduced rates for students.
- Start an awards program to deserving students involved in ASCE.
- A Student Relations Committee has been a good liaison between ASCE Section and students.
- Students should be encouraged to attend monthly dinner meetings or provide a subsidy. by their FA and PA.

ASCE Membership Presentation Best Practice

- ASCE Membership Presentation to all students at Lehigh U. which included:
 - Facts about the ASCE organization
 - Costs of dues after college

- ASCE publications
 - How to find a Younger Member Group
- I offered that I will connect students with the Younger Member Chair in the area that the student finds employment.
- “Yes, there is an ASCE after college.”

SUMMARY

- Make sure the PA’s are engaged with the students. Having an alumni PA is a plus.
- Invite FA’s to be on the Section/Branch Board.
- Have a monthly Section/Branch meeting at your local college.
- Give a yearly presentation to students about the benefits of ASCE after college. Give them contact information for a YMG in their area of employment.
- Most importantly, be PROACTIVE!
- Stay in communication, offer assistance and come to student events on campus.
- Face recognition is very important!

How to Gain Membership from Student Transitions – College to Professional

Gregory Kuklinski, P.E., M.ASCE
Committee on Geographic Units

Workshop for Section & Branch Leaders
Portland, OR
January 13, 2012



- **Introduction**
- **Importance of the Practitioner Advisor**
- **Importance of the Faculty Advisor**
- **Younger Member Interaction**
- **Section / Branch Interaction**
- **ASCE Membership Presentation**
- **Summary**



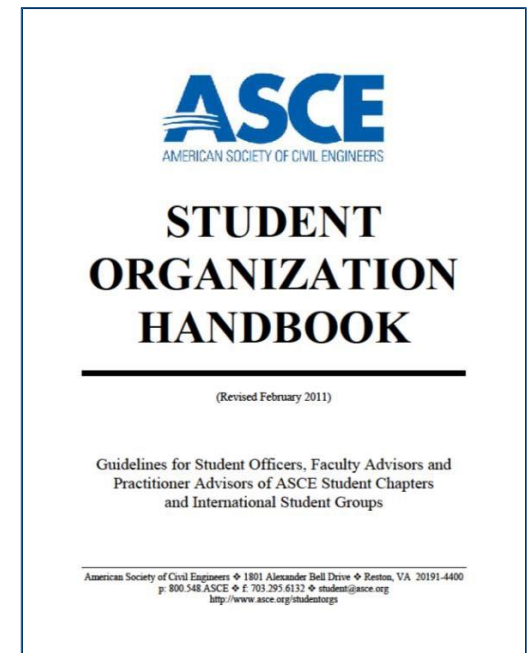


**Lehigh University & Lafayette College
Students – 2011 Lehigh Valley Section
Annual Bridge Tour**

- **Student Members are the future of ASCE**
- **Many students do not know that ASCE exists beyond the college campus**
- **Once students know the benefits of ASCE after college, they are more likely to stay involved**
- **Goal is to give all of you some Best Practices for your Section / Branch**

2011 Student Organization Handbook

- A Student Organization usually has a Faculty Advisor and two Practitioner Advisors (PA) appointed by their respective ASCE Section.
- PA's, along with Faculty Advisors (FA), serve as the Advisory Personnel for their respective Student Organization.
- Normally, one of the PA's is a Younger Member and a recent graduate. PA's serve as representatives of the local Section/Branch.



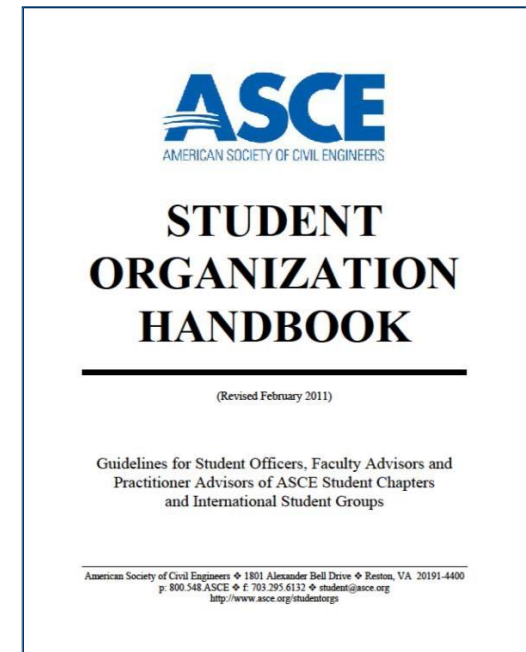
Personal Experience / Best Practices

- Practitioner Advisor for Lehigh University from 2003-Present.
- On-campus presence and face recognition are very important. **Students must know who you are.** Being a graduate of the University is a plus.
- The PA should coordinate activities on campus between Section and YM's.
- The PA should recommend professionals to talk to students in class about working in the field.



2011 Student Organization Handbook

- The Faculty Advisor (FA), an ASCE member, should be appointed by its ASCE Section.
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- The FA works with PA's to educate students about the CE profession.
- The FA should be an active member of ASCE and keep abreast of incentives/programs relating to student activities.





Importance of the Faculty Advisor

Personal Experience



Concrete Canoe Competition

- At Lehigh U, both FA's are ASCE members as well as PE's. They encourage participation with the Steel Bridge and Concrete Canoe Competitions.
- Students hear about ASCE from their professors and see them help out with ASCE activities which is important.
- PA's as well as the Section should have a good working relationship with the FA's.



Younger Member Interaction

- Younger Members (Age 35 and Under) are the closest generation to the Students.
- Since many YMG's have social activities, these are good opportunities to interact with Student Chapters.
- Presentations about resume writing, life after college and panel discussions **(ALONG WITH FREE FOOD!)** on campus tend to be extremely popular.



Panel Discussion at Lehigh U.



Younger Member Interaction

Ideas for Joint Activities with Younger Members

- Panel Discussion (with local Civil Engineers and Professors as Panelists)
- Resume Review (Before the Career Fair)
- Bowling Night
- Bridge Tour (with a Faculty Advisor)
- Minor League Baseball or Hockey Game

If possible, try and combine activities with multiple Sections / Branches



Hershey Bears Hockey Game



Section / Branch Interaction



**Lehigh U. students at
Section Dinner Meeting**

- Most Sections/Branches have monthly lunch/dinner meetings where students get invited.
- Section/Branch members are the future employers of the students. Many employers feel that involvement in ASCE is a benefit to the company.
- A Section/Branch Student Relations Committee is a key link between the PA, FA, and Student Chapter President.
- Section / Branch mentoring programs



Section / Branch Interaction

Personal Experience

- Dedicate at least one monthly meeting to students at their campus and have them give the presentation. Encourage reduced rates for students or provide a subsidy.



2011 Lehigh Valley Section Student Award Winner

☐ Start an awards program to deserving students involved in ASCE.

☐ A Student Relations Committee has been a good liaison between Section and students.

☐ Students should be encouraged to attend monthly dinner meetings by their FA and PA.



ASCE Membership Presentation

Personal Experience

➤ ASCE Membership Presentation to all students at Lehigh U. which included:

- ❑ Facts about the ASCE organization
- ❑ Costs of dues after college
- ❑ ASCE publications
- ❑ How to find a Younger Member Group



BEST PRACTICE: I offer that I will connect students with the Younger Member Chair in the area that the student finds employment.

➤ “Yes, there is an ASCE after college.”



Summary

Best Practices for your Section / Branch

- Make sure the PA's are engaged with the students. Having an alumni PA is a plus.
- Invite FA's to be on the Section/Branch Board.
- Have a monthly Section/Branch meeting at your local college.
- Give a yearly presentation to students about the benefits of ASCE after college. Give them contact information for a YMG in their area of employment.
- Most importantly, be PROACTIVE! Stay in communication, offer assistance and come to student events on campus.

Face recognition is very important!





Questions??

Questions??



Gregory Kuklinski, P.E., M.ASCE

Alfred Benesch & Company

Allentown, PA

gkuklinski@benesch.com

Lehigh University Practitioner Advisor
Committee on Geographic Units

100 Year Anniversary – Georgia Section

1. Section, Branch	Georgia Section
2. Section/Branch Size	Very Large
3. Project Contact	
Name	Lisa S. Woods, P.E., F.SEI, M. ASCE, 2012-2013 Georgia Section President
Phone Number	(404) 274-2785
Email	lswpe1@gmail.com
4. Project Category	Section Operations
5. Project Description	<p>The Georgia Section celebrated its 100-year anniversary in 2012. The Georgia Section was proud to be able to promote civil engineering in many different ways in 2012. The celebration included electronic billboards located around Atlanta during Engineers Week in February, publishing a book celebrating 100 years of civil engineering excellence in Georgia, publishing articles highlighting different aspects of civil engineering in the <i>Georgia Engineer</i> magazine throughout the year, and hosting a historic civil engineering walking tour through downtown Atlanta. The GA ASCE Annual Meeting & Centennial Gala was held September 7th at the Georgia Tech Hotel and Conference Center with ASCE National President Andy Herrmann in attendance. Georgia Section Past Presidents were also honored. A special centennial logo and bookmarks were created for the occasion and a centennial display was produced that anchored a booth at the 2012 ASCE Annual Civil Engineering Conference in Montreal. Governor Deal declared September 7, 2012 Civil Engineering Day in Georgia and the Georgia Section also rolled out a new website during the Centennial year. Please check out www.ascega.org.</p> <p>Centennial Gala</p> <p>The Georgia Section celebrated its Centennial with a spectacular Gala at the Georgia Tech Hotel and Conference Center on September 7, 2012. A comedian and motivational speaker served as Master of Ceremonies and Reginald DesRoches, PhD, Chair of the Georgia Tech School of Civil & Environmental Engineering, welcomed the over 120 attendees.</p> <p>Melissa Wheeler and Katherine Gurd, PE provided a picture-filled presentation showing 100 years of civil engineering in Georgia and unveiled</p>

the book *ASCE Georgia 1912-2012: Celebrating 100 Years of Engineering Excellence*. Fourteen Past Presidents of Georgia ASCE were present and recognized.

National ASCE President Andrew Herrmann, PE, SECB was the Guest Speaker, speaking on infrastructure needs in the United States. Ernie Pollitzer, PE presented project and engineer of the year awards.

The evening ended with the installation of the 2012-2013 Board of Directors and passing of the gavel. A raffle of Atlanta Falcons tickets raised over \$500 for the ASCE Georgia Scholarship Fund. The event was an outstanding commemoration of 100 years of ASCE in Georgia.

Centennial Commemorative Book

The Centennial Commemorative Book celebrates 100 years of engineering excellence in Georgia. The book showcases 31 unique projects that forever changed Georgia. Written from the unique perspective provided by civil engineers, the book celebrates civil engineering in Georgia by highlighting significant projects. In coinciding with the Georgia Section's centennial (1912 – 2012), the projects are intertwined with major events that occurred during the time period, such as World War II, the 1996 Atlanta Olympic Games, and the growth of Georgia's population from 2.5 million to nearly 10 million.

The commemorative edition features over 90 photographs, including many unique and historical images that offer insight into the growth of Georgia in the last 100 years. The book spotlights significant achievements such as construction of the tallest hotel in the western hemisphere (Westin Peachtree Plaza), the world's busiest airport (Atlanta Hartsfield-Jackson International Airport) and the fourth-busiest port in the United States (Port of Savannah). The book was written mainly by Georgia Section ASCE members.

Development of the book was spearheaded by the ASCE Georgia Section Centennial Committee, which was led by Melissa Wheeler, A.M. ASCE and Katherine McLeod Gurd, P.E., M.ASCE. The team spent countless hours digging through old records and documents to put this historic book together. All team members contributed to the development of this book, which we feel is representative of the enormous impact that civil engineers have made to Georgia's growth during this time period.

Get Your Copy!! Pick up your copy online at <http://www.ascega.org/georgia-asce-centennial-book/>.

6. The Process

Just the book alone was a huge undertaking, so make sure that you have a nice


(What you did, When and How)	size committee and spread out the work and dates of activities.
7. Those in Charge (Committee, Task Committee, Etc.)	The Section has a History and Heritage standing committee so we added a 100 Year Anniversary Committee underneath that. Chairs were Melissa Wheeler and Katherine Gurd.
8. Time Frame (When Started, When Completed)	We began brainstorming ideas about a year in advance. Each project for the centennial celebration needed its own champion/committee and schedule.
9. Success Factors (The Parts that Worked Really Well)	We had an excellent committee that successfully planned and completed many events/ideas in a short timeframe.
10. Setback Factors (The Parts that did Not Work Well)	We have had some issues with the book. Make sure that you sign a contract and work with a reputable publisher.
11. Creativity (This is something off the wall that we did)	I know this is a stretch but off the wall for us – we hired a comedian and motivational speaker that served as Master of Ceremonies for our Gala.
12. Administration (What was most Important?)	Finding strong, organized chairs for the committee and dedicated committee members.
13. Follow-Up (What was most important?)	As with all projects, make sure to check-in and follow-up on all activities along the way.
14. Recommendations (What you should ALWAYS do with this project?)	Make sure that you have a contract no matter what you do! Make sure that you schedule the ASCE National President way in advance.
15. Cautions (What you should NEVER do with this project?)	Spread yourself and your committee too thin.
16. The Outcome	All of our events were very successful and we satisfactorily celebrated such a monumental milestone.
17. Ongoing Activity (Would you do it again?)	Yes!
18. Speaker Contact Information (person from your Region who would be willing to speak about the Best Practice)	
Name	Lisa Woods
Address	
Phone Number	404-274-2785
Email	lswpe1@gmail.com

19. Additional Comments


This Best Practice includes the following attachments:

- Gala presentation slides

American Society of Civil Engineers



a better world by design



ASCE Georgia Section
Celebrates 100 Years of Civil
Engineering Excellence

Ideas for Section/Branch
Milestone Activities
Presidents and Governors Forum
September 24, 2012

Lisa S. Woods, P.E., F.SEI, M.ASCE
Georgia Section President

American Society of Civil Engineers



a better world by design

About the Georgia Section


Founded in 1912
3000 members
Georgia Section – Atlanta
Branches – Northeast
(Athens), Savannah, South
Metro (Atlanta)





Milestone Planning

<u>Determine List of Activities</u>	<u>Needs</u>
What?	•Committee Support
When?	•Talented Members
Who?	•\$\$\$
How?	•Sponsors
How much?	•SPAG®



Centennial Activities

- Logo
- Georgia Engineer Magazine* Articles
- Billboards
- Bookmarks Centennial
- Book Centennial
- Display
- Historic Downtown Atlanta Walking Tour



Centennial Activities

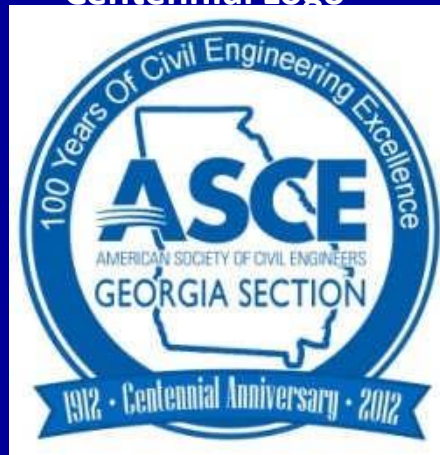
Civil Engineering Day in Georgia – Governor Proclamation

Annual Meeting and Gala

Update of Website – www.ascega.org



Centennial Logo





Georgia Engineer Magazine - Centennial Articles

- Introductory Article
- 100 years of Transportation (Roads, bridges, airports)
- 100 years of Environmental Protection (Env rules, erosion control, remediation, solid waste)
- 100 years of Water Resources (Water Supply, Wastewater, Dams, drinking water treatment, stormwater)
- 100 years of Growth (key buildings, geotechnical, parks, pipelines)
- 100 years of Energy





Billboards and Bookmarks



Did you step inside a building today?
Thank a Civil Engineer!
Civil Engineering - It's Everywhere



American Society of Civil Engineers
Building a Better Georgia for the Last 100 years



Billboards and Bookmarks



The Georgia Section of the American Society of Civil Engineers
Partnering with STEM schools across Georgia
www.ascega.org



Georgia Tech and ASCE GA Celebrate Engineer's Week
February 19th - 25th
www.engineersweek.com



Billboards and Bookmarks



Did you use the interstate highway system today?
Thank a Civil Engineer!

Civil Engineering - It's Everywhere



Did you drive over a bridge today?
Thank a Civil Engineer!

Civil Engineering - It's Everywhere



Engineer's Week is February 19th - 25th
www.engineersweek.com

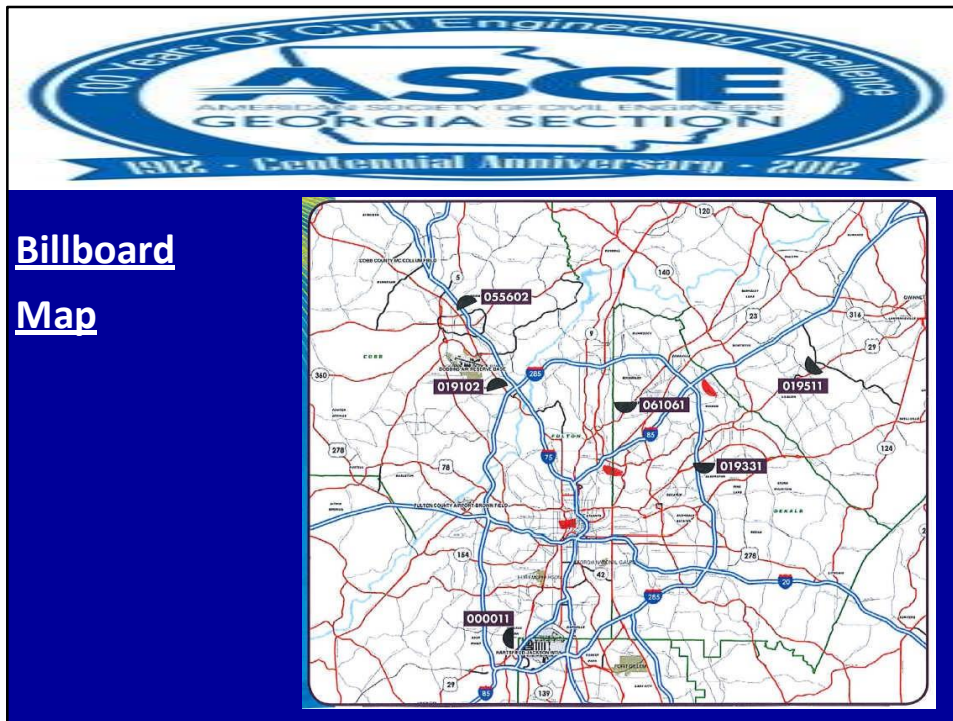
7,000,000,000 PEOPLE
700 BILLION DOLLARS



Billboard Specifics


Electronic

Clear Channel – 6 billboards – 62,842 spots - \$1500
Clear Channel - 2 billboards - free
Georgia Tech – 1 billboard - free
Simple Message – Thank a Civil Engineer Reached 3.5 million motorists
9 different designs
11 days during Engineers Week


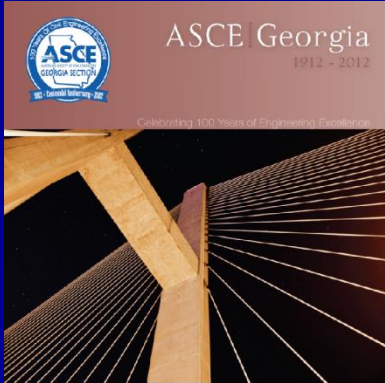


Billboard
Map





100 Years of Civil Engineering in Georgia Book



The image shows a promotional display for the book "100 Years of Civil Engineering in Georgia". At the top is the ASCE Georgia Section Centennial Anniversary logo (1912-2012). Below it, the title "100 Years of Civil Engineering in Georgia Book" is displayed in white text on a blue background. The main content area is split into two images: on the left, the book cover for "ASCE Georgia 1912-2012 Celebrating 100 Years of Engineering Excellence" featuring a bridge; on the right, a man and a woman are seated at a table with books, next to a sign that lists the price: "Books \$15 each \$120 for 10".



100 Years of Civil Engineering in Georgia Book



The image shows a promotional display for the book "100 Years of Civil Engineering in Georgia". At the top is the ASCE Georgia Section Centennial Anniversary logo (1912-2012). Below it, the title "100 Years of Civil Engineering in Georgia Book" is displayed in white text on a blue background. The main content area is split into two images: on the left, a group of ten people in formal attire standing together; on the right, a man and a woman are standing and holding a copy of the book.



**100 Years of Civil Engineering in Georgia Book –
Lessons Learned**

If It Sounds Too Good To Be True, It Probably Is!! Sign
a Contract!



**Display at ASCE National
Conference in Montreal,
October 18-20, 2012**



- Post Up Stand
- \$250



Historic Downtown Atlanta Walking Tour



Civil Engineering Day in Georgia Proclamation Governor Nathan Deal





Annual Meeting and Gala – September 7, 2012

- Andy Herrmann – Guest Speaker
- Dr. DesRoches – Chair of CEE at Georgia Tech
- Recognized Past Presidents
- Slide Show Covering 100 Years of Civil Engineering in Georgia
- Sold Centennial Book
- Emcee/Pianist



Annual Meeting and Gala – September 7, 2012





Complete Renovation of Georgia Section Website


www.ascega.org

- Requested RFPs
- \$2500 for a complete renovation of the website
- \$100/month for unlimited updates




Other Ideas

- Centennial Lapel Pin
- Calendar
- Press Releases




Summary – Lessons Learned

Invite the ASCE National President well in advance!
Don't Stretch Yourselves Too Thin Sign a Contract!
Give and Take



QUESTIONS?



Lisa S. Woods, P.E., F.SEI, M.ASCE
Georgia Section President
lisa.woods@jacobs.com

Contract Negotiations and Approval – San Diego Section

1. Section, Branch	San Diego Section
2. Section/Branch Size	Large
3. Project Contact	
Name	Mark H. Webb, P.E., Section Vice President Jeniene A Knight, Director B
Phone Number	(619) 871-7743
Email	mark.webb@nv5.com jknight@members.asce.org
4. Project Category	Section Operations
5. Project Description	The San Diego Section hosts an annual awards event, which is typically a semi-formal to formal evening affair. The Chair of the event is the Vice President who oversees a committee of selected section members, usually including the past and current President. Part of the Vice President’s duties as Chair is to select a venue and negotiate a contract for the event with the Catering Sales Manager or Events Manager of the venue.
6. The Process (What you did, When and How)	<p>The contract with the site or catering company is initiated once a location is selected. The venue provides a contract with the terms and items to be provided for the event. All items are negotiable, but a deposit is required to reserve the space. After the first offer is given, bargain for a preferred amount. Venue lawyers tend to write onerous terms which are usually in complete favor of the venue. Review of the contract is necessary to allow the section some recourse in the event something does not go according to plan. As a board we discussed the review of contracts and how the section is responsible for all of its sub-groups (Technical Groups, Institutes, Branch, Younger Member Forum, and Student Chapters). Within our section, the Student Chapters and Younger Member Forum hold seminars, events, and golf tournaments. It was decided that any contract totaling over \$5,000.00 shall be reviewed by a board member, and a recommendation must be made to approve the contract for signing after a final review by National’s legal department. When the contract is completed, it must be signed by a member of the board.</p> <p>When working alongside venues, it is important that every aspect be in writing. Any item in question should not be included in the contract. All items such as detailed schedules, ballrooms, conference rooms, bars, meal selections, hors d’oeuvres, table dimensions, chairs, linens, place settings, audio-visual, electrical drops, etc. must be explicitly outlined. While reviewing contracts, look for these red flag words: “sole,” “gross,” “waive/waiver,”</p>

"release," "limit/limitation," "indemnify," and "hold harmless".

Important sections in contracts are "Insurance", "Termination", "Liability/Indemnification", and "Force Majeure". Terms are defined in an attached section. The following is an example of an unfair paragraph (from a SeaWorld Contract Abbr. SEA):

*"G. **Force Majeure.** Group shall bear the risk of matters beyond the control of the SEA which causes a failure or refusal to perform, including, without limitation, inclement weather (including threatened inclement weather), acts of God, governmental laws, rules, orders, riot or civil disturbance, strikes of any kind, labor disputes or unrest of any kind, boycotts, picketing, or labor shortage or other similar causes (collectively, "Force Majeure Event"). In the event Group cancels the Event because of a Force Majeure Event, SEA and Group may mutually agree to the following remedies:*

- (i) If feasible, SEA may provide indoor facilities for the Event;*
- (ii) Reschedule the Event for the next available date (pending the availability of the Premises) and apply payments made by Group hereunder to the amount due for the rescheduled event; or*
- (iii) Terminate this Agreement and refund Group the Deposit less SEA's actual out-of-pocket expenses incurred in arranging the Event, including, but not limited to, labor, printing (programs, schedules, and/or menus), and food service."*

A more balanced paragraph would read:

*G. **Force Majeure.** Neither Party shall be liable for failure to perform arising from a cause beyond the parties reasonable control that makes performance impossible, illegal, or infeasible, inclement weather (including threatened inclement weather), acts of God, governmental laws, rules, orders, riot or civil disturbance, strikes of any kind, labor disputes or unrest of any kind, boycotts, picketing, or labor shortage **excluding those caused by the parties own employees**, or other similar causes (collectively, "Force Majeure Event"). In the event Group cancels the Event because of a Force Majeure Event, SEA and Group may mutually agree to the following remedies:*

	<p>(i) <i>If feasible, SEA may provide indoor facilities for the Event;</i></p> <p>(ii) <i>Reschedule the Event for the a mutually agreeable future date (pending the availability of the Premises) and apply payments made by Group hereunder to the amount due for the rescheduled event; or</i></p> <p>(iii) Terminate this Agreement and refund Group the Deposit. (portion removed)</p> <p>The changes are small (denoted in red), but change the tone and meaning of the paragraph.</p>
7. Those in Charge (Committee, Task Committee, Etc.)	Vice President and selected committee.
8. Time Frame (When Started, When Completed)	Scouting a venue for the following year’s event begins after the current event has concluded. The contract and items to be provided are negotiated, and contract terms are agreed upon prior to deposit submittal. Deposit is due eight to nine months in advance.
9. Success Factors (The Parts that Worked Really Well)	Collaborative efforts with Tara Hoke, ASCE National Assistant General Counsel. Contact information: thoke@asce.org, Phone (800) 548-2723 x6151 or (703) 295-6151
10. Setback Factors (The Parts that did Not Work Well)	
11. Creativity (This is something off the wall that we did)	
12. Administration (What was most Important?)	Resolving any flagged details early and perform a thorough review of the contract. You must read and understand the full meaning behind the paragraph and its stated intent. If the paragraph does not apply, then strike it in its entirety.
13. Follow-Up (What was most important?)	
14. Recommendations (What you should ALWAYS do with this project?)	
15. Cautions (What you should NEVER do with this project?)	
16. The Outcome	A fair agreement and a great event
17. Ongoing Activity (Would you do it again?)	

18. Speaker Contact Information

(person from your Region who would be willing to speak about the Best Practice)

Name

Address

Phone Number

Email

19. Additional Comments

This Best Practice includes definitions of contract terms.

Terms:

Acceptance - the unconditional agreement to an **offer**. This creates the contract. Before acceptance, any offer can be withdrawn, but once accepted the contract is binding on both sides. Any **conditions** have the effect of a counter offer that must be accepted by the other party.

Agent - somebody appointed to act on behalf of another person (known as the principal). The amount of authority to deal that the agent has is subject to agreement between the principal and the agent. However, unless told otherwise, third parties can assume the agent has full powers to deal. Be aware that the principal can be held responsible for the actions of an agent, even if the agent takes an action that exceeds his/her actual authority.

Arbitration - using an independent third party to settle disputes without going to court. The third party acting as arbitrator must be agreed by both sides. Contracts often include arbitration clauses nominating an arbitrator in advance.

Bankruptcy - the formal recognition that a person cannot pay their debts as they are due. Note this only applies to individuals, companies and partnerships that become insolvent are **wound up**.

Breach of contract - failure by one party to a contract to uphold their part of the deal. A breach of contract will make the whole contract void and can lead to damages being awarded against the party which is in breach. Often contracts include a provision allowing a party time to "cure" a breach before the contract may be terminated or other actions taken.

Conditions - major terms in a contract. Conditions are the basis of any contract and if one of them fails or is broken, the contract is breached.

Confidentiality agreement - an agreement made to protect confidential information if it has to be disclosed to another party. This often happens during negotiations for a larger contract, when the parties may need to divulge information about their operations to each other. In this situation,

the confidentiality agreement forms a binding contract not to pass on that information whether or not the actual contract is ever signed. Also known as a non-disclosure agreement.

Consideration - in a contract each side must give some consideration to the other. Often referred to as the quid pro quo - see the Latin terms below. Usually this is the price paid by one side and the goods/services supplied by the other. But it can be anything of value to the other party, and can be negative - e.g. someone promising not to exercise a right of access over somebody else's land in return for a payment would be a valid contract, even if there was no intention of ever using the right anyway.

Damages - money paid as the normal **remedy** in the law as compensation for an individual or company's loss. If another type of remedy is wanted (such as an **injunction** - see general contract terms below) but cannot be or is not given by the court, then damages will be awarded instead. These may include **direct damages**, which are the ordinary losses caused by a breach, or **indirect/special/consequential damages**, which include less obvious damages such as lost profit, loss of goodwill, etc.

Disclaimer – in contracts, a statement that a party is rejecting or refusing responsibility for some condition (e.g., disclaimer of responsibility for ensuring that software does not infringe on another's proprietary interest). May prevent the other party from seeking a claim for breach of contract if the condition is not met.

Express terms - the terms actually stated in the contract (cf. **implied terms**).

Force Majeure [French, A superior or irresistible power.] *An event that is a result of the elements of nature, as opposed to one caused by human behavior.*

The term *force majeure* is frequently used in contracts to protect the parties in the event that some or all of the contract cannot be performed due to causes that are outside the control of the parties, such as natural disasters, that could not be evaded through the exercise of due care.

Implied terms - are terms and clauses that are implied in a contract by law or custom and practice without actually being mentioned by any party. Terms implied by custom and practice can always be overridden by **express terms**. For example, in any purchase of goods, there is an "implied warranty of merchantability" (i.e., that the product is reasonably consistent with the standard for similar goods), but this can be disclaimed by a disclaimer of implied warranties or a statement that the goods are being provided "as-is."

Incorporate - inclusion in, or adoption of, some term or condition as part of the contract. Typically used where a vendor will state that another document (e.g., hotel policies) are incorporated by reference in a contract. This differs from its company law definition where it refers

to the legal act of creating a corporation.

Indemnity - a promise by one party to reimburse another party for a loss sustained by (or damages assessed to) another party. In a mutual indemnification clause, each party agrees to reimburse the other party for any losses caused by the indemnifying party's negligence or misconduct. Be wary of contracts that attempt to shift more liability to one party, either by requiring a party to assume liability for third parties' actions (e.g., vendors, exhibitors, attendees) or by requiring that party to cover the other party's own negligence.

Injunction - a remedy sometimes awarded by the court that stops some action being taken. It can be used to stop another party doing something against the terms of the contract. Injunctions are at the court's discretion and a judge may refuse to give one and award **damages** instead - see the finance contract terms below.

Insolvency - the situation where a person or business cannot pay its debts as they fall due (see **bankruptcy, liquidation, and receivership**).

Joint and several liabilities – legal principle explaining that, where two or more parties are responsible together for some act/obligation/debt, each of those parties can be held liable individually for the entire amount. This is true in contracts (e.g., where multiple partners agree to share responsibility for a payment, service, etc., a creditor could recover a whole debt from any one of them individually, leaving that person to recover contributions from the rest of the partners) as well as in **tort** litigation (where the negligence of multiple parties causes injury to another person/entity, the injured person can recover all of their damages from any one of those parties, leaving that party to seek restitution from the other parties for their share of the fault).

Joint venture - an agreement between two or more independent businesses in a business enterprise, in which they will share the costs, management, profits or benefits arising from the venture. The exact shares and responsibilities will be set out in a Joint Venture Agreement.

Jurisdiction – in contracts between two parties located in different countries or states, a jurisdiction clause should include both a choice of law and a choice of venue; i.e., should identify the country or state whose laws will govern the contract and where any legal action must take place. Important because the laws of different states or countries may vary on an important issue (e.g., some states generally enforce negligence waivers, while others routinely reject them), and because litigation costs may be greatly increased for a party forced to litigate in a distant state/country.

Liability - a person or business deemed liable is subject to a legal obligation. A person/business who commits a wrong or breaks a contract or trust is said to be liable or responsible for it.

Limited liability - can refer to the benefits of incorporation; i.e., that the

personal assets of the owner(s) of a corporation or LLC are generally protected from any debt or liability incurred by the corporation/LLC. Can also apply to a “limitation of liability” clause in a contract, where a party seeks to set a cap on the amount of damages that can be awarded for contract or even tort claims. Often found in vendor contracts, and these are generally very unfavorable to the other party.

Liquidation - the formal breaking up of a company or partnership by realizing (selling or transferring to pay a debt) the assets of the business. This usually happens when the business is insolvent, but a solvent business can be liquidated if it no longer wishes to continue trading for whatever reason (see **receivership** in the financial terms below).

Misrepresentation - where one party to a contract makes a false statement of fact to the other which that other person relies on. Where there has been a misrepresentation then the party who received the false statement can get **damages** for their loss.

Negligence – the failure to use such care as a reasonably prudent and careful person would use under similar circumstances. “Gross” negligence = the intentional failure to perform a duty in reckless disregard of consequences potentially affecting the life or property of another. Gross negligence is an extremely high standard, so beware of contracts where a party wants to limit their liability only to “gross” negligence.

Offer - an offer to contract must be made with the intention to create, if accepted, a legal relationship. It must be capable of being accepted (not containing any impossible conditions), must also be complete (not requiring more information to define the offer) and not merely advertising.

Receivership - the appointment of a licensed insolvency practitioner to take over the running of a company. A creditor with a secured debt appoints the receiver. The job of the receiver is to recover the debt either by taking the security and selling it or by running the business as a going concern until the debt is paid off (see **liquidation**).

Remedy/Remedies - payments or actions ordered by the court as settlement of a dispute. The most common is **damages** (a payment of money). Others include specific performance (of an action required in the contract), **injunction** (see the general contract terms above) and rescission - putting things back to how they were before the contract was signed.

Tort – a “civil wrong” whereby one person’s negligence or misconduct causes injury or loss to another person. Can be used to describe most civil litigation that does not relate to a breach of contract (though some litigation may include both a contract claims and a tort claim), such as personal injury, malpractice, defamation, fraud. Though some torts relate to criminal acts, note the difference in type of litigation. A person who commits fraud may be prosecuted by state/federal prosecutors (and receive jail time and/or a fine), and may also be sued in a private civil

lawsuit by the victims.

Trademark - a name, logo, or other mark that is used in the commercial marketplace to identify the source of a service or product. Trademarks are protected under “common law” (i.e., state courts can assess damages to someone who infringes on another company’s trademark), but significantly greater protection is available to a federally registered trademark. In the U.S., such registration must be granted through the U.S. Patent & Trademark Office.

Warranties – a promise that a certain fact is true. In a contract setting, it can be important to require a party to make certain “representations and warranties” regarding its status and to clarify that a breach of warranty is a material breach of the agreement, allowing for termination and damages. For example, if a hotel warrants that it is in compliance with fire and safety codes, and it is later found that this is not the case, the other party may want to relocate the event and make a claim for any additional costs arising from the change of venue.

Without prejudice – means that an action taken should not be deemed as a waiver or loss of any other right or privilege. For example, a contract may say that, in the event of a breach by one party, the other party may terminate “without prejudice to any other remedies” (i.e., the terminating party still retains the right to sue for damages, injunctions, etc.). In a litigation setting, courts may dismiss a case “with prejudice” (meaning that a decision has been made on the merits and no subject suit may be filed on the same matter) or “without prejudice” (meaning that the case has been dismissed due to some other irregularity, and the parties have leave to correct that issue and refile the case again).

-
This Best Practice includes the following attachment:

- Contract Operations Board Procedure

ASCE San Diego Section

Contract Operations Board Procedure:

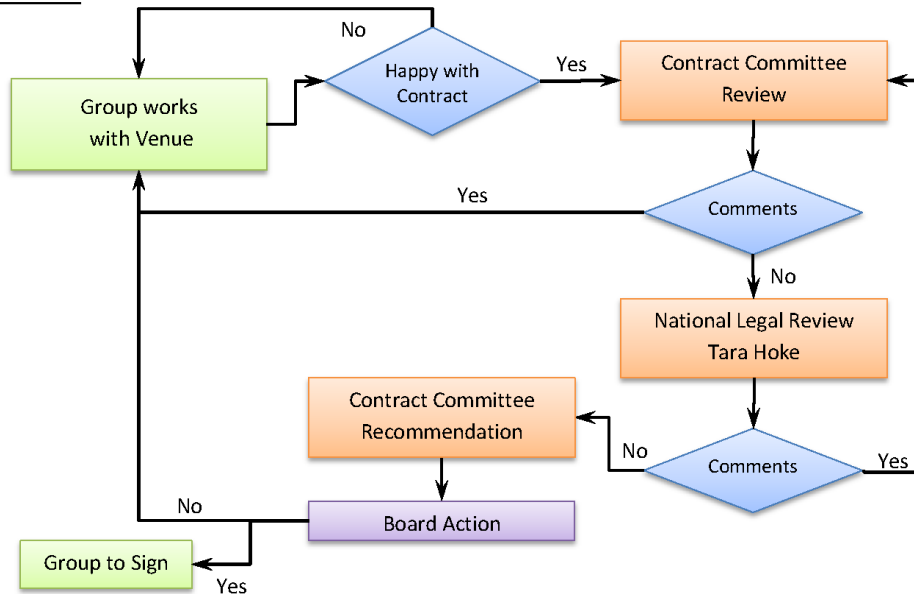
History

The Section based on recent changes in law and ASCE General Governance is financially responsible for the Section and all branches and groups in the Section boundaries including the Student Groups. As such the board needs to provide a review mechanism to be aware of the groups and branches activity in the realm of contracts. Before the rule changes the groups and branches operated automatically and were responsible for their own actions. Now the Section is also financially liable for the contracts signed by the sub groups and the branches.

Procedure:

1. President to appoint a contracts review committee.
 - a. Committee must consist of at least three members and at least two board members.
 - b. Members to have contract review experience.
2. Any Contract \$5,000.00 or over shall be reviewed and brought to the board for signature authority.
3. Committee to follow the flow chart below for contract review and produce a recommendation to the board for contract signature.
4. Board votes on signature recommendation and provides the go ahead to the Committee, Group or Branch for signature of contract.

Flow Chart:



OCEA Awards Program – Hawaii Section

1. Section, Branch	Hawaii Section
2. Section/Branch Size	Large
3. Project Contact	
Name	Benjamin Rasa
Phone Number	(808) 218-6030
Email	BenjaminRasa@kennedyjenks.com
4. Project Category	Section Operations
5. Project Description	Revision of Hawaii Section Outstanding Civil Engineering Achievement Awards Program to include multiple award category winners and a more prestigious awards banquet.
6. The Process (What you did, When and How)	<p>A plan of action was created to promptly execute the objectives of the awards committee. Key elements of the planning process included:</p> <ol style="list-style-type: none"> 1. Set venue, date, time 2. Call for nominations 3. Judging 4. Send out banquet invitations 5. Banquet day of coordination 6. Post coordination 7. Submitting nominations for the Region 8 and Society awards after the event.

7. Those in Charge
(Committee, Task
Committee, Etc.)

Two chairpersons were selected to govern the planning board and administer the awards. Their central duties included:

- Promoting the event and issuing call for nominations
- Judge selection and coordination
- Purchase trophies
- Announcements and execution of banquet program

The remaining participants in the planning process are members of the Hawaii Section Executive Committee. This group is assigned to complete logistical tasks, specifically these primary responsibilities:

- Selecting and coordinating with banquet venue
- Determine a date for the event
 - Preferred to be held between Thursday and Saturday
 - Ensure the date does not conflict with other organization events
- Selecting a menu
- Establish budget and dinner cost
- Banquet registration and check-in

8. Time Frame
(When Started, When
Completed)

Planning started in early January and continued to the date of the banquet in late September. After the event, the chairs followed-up with OCEA award winners to ensure submission for Region 8 and Society level awards.

9. Success Factors
(The Parts that Worked
Really Well)

What has worked very well for our team has been relocating the banquet to different venues that are not typically used for monthly dinner meetings. The move allows participants to sample new sites that they don't usually patronize.

Another aspect of our program that was successful was the addition of multiple award categories. Implementing new categories allows for more outstanding projects to be recognized, an increase in participation by project owners and design firms, and greater promotion of exceptional civil engineering achievements to the general public.

10. Setback Factors
(The Parts that did Not
Work Well)

The committee tried to implement a formal coat and tie dress code; however, it was not received well in Hawaii. The team attempted to introduce drink tickets into the banquet registration, but it was very cumbersome to administer. It was realized that it is easier to order a hosted bar if the count of registered guests is high enough to offset the minimum bar tab requirement set by the venue.

<p>11. Creativity (This is something off the wall that we did)</p>	<p>The creation of 11 award categories. Additional categories created opportunity for more participation and larger consideration of projects for awards. Categories are listed below:</p> <ul style="list-style-type: none"> • Best Large Project – Over \$10M in Construction Cost • Best Medium Project – Between \$10M and \$2M • Best Small Project – Less than \$2M • Best Green Building Project • Best International Project • Best Transportation Project • Best Water/Wastewater/Environmental Project • Best Building and Structural Systems Project • Best Studies and Research Project • Best Special Project • Best Humanitarian Project
<p>12. Administration (What was most important?)</p>	<p>The two planning committees were important aspects of executing a successful event. The awards committee was important in recruiting judges and ensuring that the call for nominations was timely advertised. It was also vital to have the executive committee accomplish logistical duties. Their responsibilities included securing the date and location of the venue early, making the value of the event equal or better than the cost to attend, and publicizing the award banquet announcement in a timely manner to maximize attendance.</p>
<p>13. Follow-Up (What was most important?)</p>	<p>Ensuring grand OCEA award winner nomination is submitted for the Region 8 project award and Society level OCEA award.</p>
<p>14. Recommendations (What you should ALWAYS do with this project?)</p>	<p>Coordinate with other organizations on banquet date so there is no conflict with other events.</p>
<p>15. Cautions (What you should NEVER do with this project?)</p>	<p>Should not select a banquet venue that does not have flexibility with attendance counts; attendance is heavily influenced by the number of awards presented.</p>
<p>16. The Outcome</p>	<p>A year to year event that has been successful and well received. The event is in its 7th year with the same awards chairs, so the process is streamlined. The committee would like to know how to incorporate event sponsorship.</p>
<p>17. Ongoing Activity (Would you do it again?)</p>	<p>Yes</p>

18. Speaker Contact Information

(person from your Region who would be willing to speak about the Best Practice)

Name	Mr. Benjamin Rasa
Address	700 Richards Street, Suite 528, Honolulu, Hawaii 96813
Phone Number	(808) 218-6030
Email	BenjaminRasa@kennedyjenks.com

19. Additional Comments

This Best Practice includes the following attachments:

- Copy of the award nomination form
- The call for nominations
- The banquet announcement for reference



Official Nomination Form (due Friday, August 5th, 2016 11pm)
2016 Hawaii Outstanding Civil Engineering Achievement Awards

1) General Project Information

Project Name: _____

(exactly as it should appear on award)

Project Location: _____
(City & State or Country. Note that projects constructed outside of Hawaii must have been designed in Hawaii to be eligible)

Construction Cost _____
(or Research Funding Amount)

Start / Completion Dates _____

2) Project Nominator

Nominated by: _____

Company: _____

Title: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ E-mail: _____

Signature _____ Date _____

3) Project Owner

Project Owner: _____
(Project owner must consent to having project nominated)

Address: _____

City: _____ State: _____ Zip: _____

Contact Person: _____
(Name and Title)

Phone: _____ E-mail: _____

4) Prime Design Consultant or Researcher

Company: _____

Address: _____

City: _____ State: _____ Zip: _____

Contact Person: _____
(Name and Title)

Phone: _____ E-mail: _____

5) General Contractor

Company: _____

Address: _____

City: _____ State: _____ Zip: _____

Contact Person: _____
(Name and Title)

Phone: _____ E-mail: _____

Subconsultants / Subcontractors

Company: _____

Discipline: _____

Address: _____

City: _____ State: _____ Zip: _____

Contact Person: _____
(Name and Title)

Phone: _____ E-mail: _____

Company: _____

Discipline: _____

Address: _____

City: _____ State: _____ Zip: _____

Contact Person: _____
(Name and Title)

Phone: _____ E-mail: _____

(if necessary, attach additional pages for subconsultants and subcontractors)

7) Summary of Project Merits

Attach separate pages that provide information to be considered by judges for award selection.

- Entitle the 1st page "Summary of Project Merits" and provide an executive summary describing how the project demonstrates unique and outstanding civil engineering accomplishments and satisfies the judging criteria. Limit this summary to 1,000 words and use minimum 12pt font.
- Additional information about the project may be submitted under separate appropriately named headings (use minimum 12pt font for all text)
- Describe any significant environmental, political, economic, social, or legal challenges.
- Submit at least 3 photographs (more are encouraged). ASCE may use photographs for publicity purposes. If the nomination is a research project and photographs are not applicable, submit figures.
- Include data, drawings, and figures essential to understanding the project's technical aspects or innovations.
- Contact awards committee for prior approval and guidelines if alternate media is required to convey merits of project (this may be applicable to research nominations).

Submit Nominations to:
ASCE Hawaii Section Awards Committee
Benjamin Rasa (Ph: 218-6042)
email: brasa@ascehawaii.org
(Please Contact Ben to confirm nominations are received)

**PAST OUTSTANDING CIVIL ENGINEERING ACHIEVEMENT
AWARD WINNERS**

**2015 Stream Bank Bluff Protection and
Stabilization at the Riverside Apartments, Hilo, Hawaii**

- | | |
|---|--|
| 2014 Hana Highway Route 360
Emergency Repairs | 2001 Nimitz Highway Reconstructed Sewer |
| 2013 Honoapi'ilani Hwy Realignment
Future Keawe Street Extension
Lahainaluna Road | 2000 Emergency Rockfall Remediation of
Kamehameha Highway at Waimea Bay |
| 2012 Waimalu Sewer Rehabilitation/
Reconstruction Phase 1 | 1999 Aiea Heights Bridge Lengthening |
| 2011 Wana'ao Road and Keolu Drive
Reconstructed Sewer Project | 1998 Admiral Clary Bridge
<i>(1999 National OCEA Award of Merit)</i> |
| 2010 Hurricane and Wind Design Standards | 1997 Interstate Route H-3
<i>(1998 National OCEA Award Winner)</i> |
| 2009 Saddle Road Hawai'i Project | 1996 Nimitz Highway Relief Sewer Project |
| 2008 Kaunapali Harbor Breakwater Repair | 1994 University of Hawai'i Special Events Arena |
| 2007 Navy Water Treatment Plant Upgrade, Guam | 1993 Wailupe Reconstructed Sewer Project |
| 2006 Design/Build AEF FOL
Aircraft Maintenance Hangar | 1991 Sewer Tunnel Relief Project |
| 2005 Kalaniana'ole Highway Emergency Landslide
Repairs at Castle Junction | 1990 Hawai'i Deep Water Cable Program |
| 2005 Wake Island Access Facilities | 1989 Laupahoehoe Harbor |
| 2004 Sewer Outfall Extension at Fort Kamehameha | 1988 Hawai'i Science and Technology Park and
Seacoast Test Facility |
| 2003 Emergency By-Pass Water Tunnel
<i>(2004 National OCEA Award Finalist)</i> | 1987 Keehi Interchange, H-1 Freeway |
| 2002 55-Inch HOST Park Seawater Supply System
<i>(2003 National OCEA Award Finalist)</i> | 1986 Mililani Granular Activated Carbon
Treatment Plant |
| | 1985 Kahuku Shrimp Farm Project |
| | 1984 OTEC Cold Water Pipe Test |
| | 1978 Reef Runway, Honolulu International
Airport |

FY16 ASCE Hawai'i Section Executive Committee

- | | | |
|---|---|--|
| Benjamin Rasa, P.E., M.ASCE
<i>President</i> | Timothy Goshi, P.E., M.ASCE
<i>President-Elect</i> | Lara Karamatsu, P.E., M. ASCE
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| Amanda Tanaka, M.ASCE
<i>YMF President</i> | Tony Lau, P.E., F. ASCE
<i>Region 8 Governor</i> | |

ASCE HAWAII SECTION
 ASCE Hawai'i Section
 PO Box 917 | Honolulu, Hawai'i 96808-0917
www.ascehawaii.org | ascehawaii@gmail.com

ASCE
 AMERICAN SOCIETY OF CIVIL ENGINEERS

2015 Outstanding Section Award



**ASCE Hawai'i Section
2016 Outstanding Civil Engineering
Achievement Awards**

**CALL FOR
NOMINATIONS &
AWARDS BANQUET
ANNOUNCEMENT**

general information

The American Society of Civil Engineers (ASCE) Hawai'i Section seeks nominations for the 2016 Hawai'i Outstanding Civil Engineering Achievement (OCEA) Awards, which honors the best and the brightest achievements within the local civil engineering industry. Various awards will be given to those projects that demonstrate innovative and outstanding civil engineering accomplishments by Hawai'i's design and construction professionals.

award categories

Nominated projects and research/studies will be considered for eleven award categories. A select panel of judges will determine the applicable award category for each nomination. Awards may be given in all categories if a sufficient number of worthy nominations are received. Only one project will be selected as the overall winner, and recognized as the 2016 Hawai'i Outstanding Civil Engineering Achievement Award Winner.



eligibility and judging criteria

To be eligible, projects must have been designed or constructed in Hawai'i and completed within the last two years. The judging panel will award projects and research that demonstrate important and outstanding civil engineering accomplishments. Some of the key judging criteria include:

- Resourcefulness in identifying and solving design challenges
- Contributions to the well-being of people and communities
- Pioneering use of materials and construction methods
- Innovative or new application of civil engineering technologies
- Protection of and reducing impacts to natural resources
- Beneficial effects of the project, including aesthetic value

nominations due friday august 5th

One (1) electronic copy of the nomination package consisting of the enclosed Official Nomination Form and supporting materials must be submitted by **Friday, August 5th, 2016**. Refer to the nomination form for format and preparation guidelines for supporting materials. **Only Electronic submissions will be accepted.**

Submit Nominations to: **ASCE Hawai'i Section Awards Committee**
Benjamin Rasa, P.E.
email: brasa@ascehawaii.org

If files are too large to email please contact Benjamin Rasa via email above to coordinate delivery before the **August 5, 2016** deadline.

An electronic version of the Nomination Form can be downloaded from the ASCE Hawai'i Section website at www.ascehawaii.org.

For any questions or concerns, contact ASCE Hawai'i Section Awards Committee Chair Benjamin Rasa at brasa@ascehawaii.org or (808) 218-6042.

awards banquet

The ASCE Hawai'i Section is pleased to announce that project teams will be honored and awards presented at the ASCE Hawai'i Section OCEA Awards Banquet, which will be held at the:

The Pacific Club
1451 Queen Emma Street
Honolulu, Hawaii 96813

Friday, September 23rd, 2016



Additional duplicate awards for project team members may be ordered from ASCE.

Award-winning teams will be asked to deliver a presentation, and although not required for the judging phase of this program, all award-winning teams will be asked to display 36" x 36" poster boards showcasing their project at the awards banquet. Poster boards will be returned to respective teams upon conclusion of the banquet.

More information about the awards banquet and how to register will be available in August.

We look forward to seeing you then!

South Dakota STAY Grant

1. Section, Branch	South Dakota Section, Eastern and Black Hills Branches	
2. Section/Branch Size		
3. Project Contact		
Name	Ms. Erin Steever, P.E., M. ASCE	
Phone Number	(605) 759-3361 (Cell)	
Email	erins@bannerassociates.com	
4. Project Category	Section Operations	
5. Project Description	A STAY Grant was used to purchase ASCE Stoles and graduation chords for active ASCE Student Chapter members. These stoles and chords will be reused for the Spring and Fall Commencement Ceremonies at South Dakota State University (SDSU) in Brookings and at the South Dakota School of Mines and Technology (SDSMT) in Rapid City.	
6. The Process (What you did, When and How)	Aug/Sept	<ul style="list-style-type: none"> Schedule Stole/Chord presentation and recognition of Graduating ASCE Student Chapter members with Student Chapter Leadership (regularly scheduled meeting or other) Designate/confirm On-site Stole Coordinator and the keeper of the cords and stoles for continued use
	January	<ul style="list-style-type: none"> Initial contact with Department Head/Dean/University President for permission and expectations (verify with leadership changes) Follow-up/check in with Student Chapter Leadership on Stole/Chord presentation and recognition of Graduating ASCE Student Chapter members
	February	<ul style="list-style-type: none"> Obtain a list of graduates active in ASCE from the Department Head (Student Chapter Leadership is helpful in identifying students on the Graduate list) *use this list for check out/collection tracking purposes in May Coordinate Stoles and Chords to ensure availability
	March	<ul style="list-style-type: none"> Contact with Student Chapter leadership and Faculty Advisor to make contact and obtain graduate RSVPs for recognition Presentation – ASCE After Graduation (PowerPoint available from Geographic Services upon request)
	April	<ul style="list-style-type: none"> Recognize upcoming ASCE graduates, bring your business cards and offer them to the graduates, telling them to get back into contact with me

	<p>wherever they end up and I will connect them with the local Younger Member Group in that area</p> <ul style="list-style-type: none"> • Identify ASCE Members to attend Commencement and Order of the Engineer ceremonies • Connect with the On-site Stole Coordinator. Develop tracking spreadsheet for graduate. Include check-out check box, return check box, and space for filling in and confirming long-term contact information (email, cell phone, etc.) of the graduates
May	<ul style="list-style-type: none"> • Attend Commencement Ceremonies and Order of the Engineer Ceremonies • Check in with Faculty Advisor on returns/condition of the stoles/chords
June	<ul style="list-style-type: none"> • Final follow up with Faculty Advisor on returns/condition of the stoles/chords • Follow up email with graduates to wish them well in their careers and remind them we can connect them with the local Younger Member Group wherever they end up
August	<ul style="list-style-type: none"> • Connect any graduates that have reached out with local Younger Member group in their area (Geographic Services can assist with providing contact information)
September	<ul style="list-style-type: none"> • Email graduates of local upcoming schedule and remind them we can connect them with the local Younger Member group wherever they end up
7. Those in Charge (Committee, Task Committee, Etc.)	Branch Leadership (monthly conference call for coordination) and Faculty Advisors.
8. Time Frame (When Started, When Completed)	Started April 2017. Completed October 2017.
9. Success Factors (The Parts that Worked Really Well)	Incorporating the recognition of graduates into their regularly scheduled Student Chapter Meetings. At SDSU, we were able to hold this in conjunction with the Civil Engineering Advisory Board, which includes three ASCE Professional Members.
10. Setback Factors (The Parts that did Not Work Well)	We weren't able to track down all of the ASCE Stoles following commencement ceremonies. The Faculty Advisors were responsible for checking out and collecting the stoles and chords. The Faculty Advisors have the best connection with the students so we feel they are still the best choice for On-site Stole Coordinators. They also received substantial assistance from the Student Chapter Leadership.
11. Creativity (This is something off the wall that we did)	<p>Offered two choices - ASCE Stole or a royal blue and white chord to represent ASCE.</p> <ol style="list-style-type: none"> 1. SDSU's current President does not allow the ASCE Stoles for the Spring Commencement Ceremony therefore chords were purchased for the Spring graduates to use at SDSU. The College of Engineering

	<p>hosts the Spring Commencement Ceremony, as the University does not hold one. The ASCE Stoles are allowed at this ceremony.</p> <p>2. SDSMT allows the ASCE Stole, however some students preferred to use the chord over the ASCE Stole.</p>
12. Administration (What was most Important?)	ASCE Faculty Advisors, Civil Engineering Department Head, College President (makes the final call on whether the stoles/chords are allowed at commencement).
13. Follow-Up (What was most important?)	Coordination with the right people on campus to meet expectations of commencement specific to each university
14. Recommendations (What you should ALWAYS do with this project?)	Check with the President of the University (or parties in charge) for any restrictions for stoles/chords at commencement. This could change from year to year or with a new President. Frequently check in with Faculty Advisors and On-site Stole Coordinators to make sure nothing has changed and to make sure they have what they need.
15. Cautions (What you should NEVER do with this project?)	Assume the students will return the stoles/chords. A collection and follow up plan should be set in place, along with a backup plan. We had roughly 50% turn-in at one of the schools, and that is only because a group live in the same area and one person collected multiple and returned them.
16. The Outcome	Our goal was to increase contact with the student chapters and graduating seniors. The ASCE Stoles are distinguished and a valued offering to the graduates as well as the college. They provided the Section and Branches a purpose and need to connect with the student chapter and allowed relationships to form between the program coordinators and the Student Chapter Officers and Faculty Advisors. We met this goal by increasing our contact and attendance at Student Chapter Meetings, started forming professional relationships with several of the Student Chapter Officers, and connected one graduate who moved out of the area with his new local Younger Member group.
17. Ongoing Activity (Would you do it again?)	Yes, by talking with recent graduates we were able to learn that common practice was to re-use stoles, thereby providing continued value and recognition of active ASCE student chapter members.
18. Speaker Contact Information (person from your Region who would be willing to speak about the Best Practice)	
Name	
Address	
Phone Number	
Email	
19. Additional Comments	Find photos on our FLICKR account at https://www.flickr.com/photos/157441436@N07/albums

YMF Mentor Program – New York Metro

1. Section/Branch	NY METRO YOUNGER MEMBERS FORUM
2. Section/Branch Size	
3. Project Contact	
Name	David Pecorini Chris Brandimarte
Phone Number	(201) 572-7519 & (201) 273-3963
Email	dpecorini@moretrench.com cbrandimarte@panynj.gov
4. Project Category	Section Operations
5. Project Description	To succeed in your career and in life you must learn from those who have gone through similar experiences. This is the motto of the American Society of Civil Engineering Younger Members Forum (ASCE YMF). This motto has driven program leaders to match engineers of all ages throughout NYC from undergraduate students to retired founders of engineering companies to better each other in their careers. The mentor program is run yearly and aims to help engineers of all ages (college thru retirement) learn from each other.
6. The Process (What you did, When and How)	The mentor program began in 2015, with a goal of helping civil engineering students and recent graduates transition to a professional career. The program brings together multiple groups of four engineers: college students, entry level engineers, middle career engineers, and senior level engineers. Individual monthly meetings are held in small, four-person groups, accompanied with large group meetings for the entire program once a quarter. The range of experience from entry-level, mid-level, and senior-level engineers across the greater NYC area is bridged with various group discussions and interactive meetings. Topics discussed include: professional development, office politics, and work life balance.
7. Those in Charge (Committee, Task Committee, Etc.)	Recent Co-chairs: David Pecorini, Christopher Brandimarte, Max Schisler, Belinda Leung
8. Time Frame (When Started, When Completed)	January 2015 – Present Day Currently in Program's fifth year and plans to continue running yearly
9. Success Factors (The Parts that Worked Really Well)	Creating a loose enough environment where the senior level managers are willing to commit their time and return multiple years in a row. The return of senior mentors is crucial to the success of the program as they typically become the limiting factor to the amount of groups that can be created. We have successfully increased the overall number of members in the program every year since 2015 partly due to the relative loose commitments needed from the volunteers. The smaller groups pick their own times and locations to meet monthly. We also only provide a recommended topic of discussion each

	month and encourage the groups to develop their own rapport based on their strengths. We also do not require attendance at the quarterly meetings even though we strongly encourage it.
10. Setback Factors (The Parts that did Not Work Well)	Branching out to senior level engineers year after year becomes a limiting factor for how many engineers can be let into the program. Typically, there are more than enough applicants from the entry level and middle level engineers with a tremendous amount of student interest that is limited by the number of senior level engineers we can agree to commit a years' worth of time. Marketing to senior level engineers has been a restraint to allowing full participation for the younger engineers that would like to be mentored and we cannot accept as many young engineers as we would like every year.
11. Creativity (This is something off the wall that we did)	Including our own most senior mentors to speak to the group as a Q&A session for one of the quarter meeting topics. For example, Leslie Robertson of Robertson Structural Engineers LLC hosted a Q&A session for our entire mentor group and provided signed copies of his recently published book free of charge.
12. Administration (What was most Important?)	Maintaining our google form organization year after year has been crucial to passing chair responsibilities to others across the five years. Evolving our organizational structure with input from new incoming chairs has been a key to developing administration as well. Additionally, having a minimum of two chairs every year due to monthly communication demands with the mentor groups and for planning quarterly large group meetings.
13. Follow-Up (What was most important?)	We send out monthly forms to all the groups to provide feedback on how their sessions went. This gives the program chairs an idea of whether a group may need help facilitating conversation needed to set up meetings and also whether some group members may be not meeting commitment standards requiring action by the program chairs. The monthly form is encouraged to be filled out by the junior most member in attendance of that months meeting.
14. Recommendations (What you should ALWAYS do with this project?)	Always encourage students within the ASCE boards of the schools in the area to get involved with the program. This encourages the already motivated students to be a part of ASCE to gain mentoring experience which they could branch
15. Cautions (What you should NEVER do with this project?)	Never allow full roll over of groups into the next year. Only the senior mentors should be allowed to roll over into the next year with the exception of a few mentees who can roll into the next year into an advanced role (ie middle career engineer into senior role or student into entry level). There are ample amounts of younger applicants (at least in the NY metro area) and it encourages
16. The Outcome	Year after year we continue to get feedback from young engineers that have changed their careers for the better due to their mentor's influence. Entry level and middle career engineers have expressed a comfort in knowing that they had an outside influence help on a decision they needed an extra push to achieve. Knowing other have been through similar decisions and events has helped the mentees year after year.
17. Ongoing Activity (Would you do it again?)	We upgraded group sizes from 3 to 4 for the first time. The groups now include one college upperclassman, one entry level engineer, one middle manager and one senior level engineer.
18. Speaker Contact Information	Current Mentor Program Co-Chairs

(person from your Region who would be willing to speak about the Best Practice)	
Name	David Pecorini & Christopher Brandimarte
Address	David - (Moretrench) 100 Stickle Ave, Rockaway NJ 07866 Chris - (Port Authority) Jamaica, NY 11430
Phone Number	David - 201-572-7519 Chris - 201-273-3963
Email	dpecorini@moretrench.com cbrandimarte@panynj.gov
19. Additional Comments (We strongly recommend attaching relevant photos and graphics)	Attached is picture used for most recent ASCE MET Section LinkedIn Post and links to post. https://www.linkedin.com/feed/update/urn:li:activity:6498582145999601664



Virtual Section Planning Meeting – National Capital Section

1. Section/Branch	National Capital Section
2. Section/Branch Size	NCS Vice President
3. Project Contact	
Name	Michael D. Venezia, P.E.
Phone Number	(917) 214-5310
Email	mvenezia@ecslimited.com
4. Project Category	Section Operations
5. Project Description	The ASCE National Capital Section (NCS) typically holds an in-person Annual Section planning meeting in mid-July each year; due to circumstances surrounding COVID-19 the NCS transitioned their Annual Planning Meeting to a virtual format.
6. The Process (What you did, When and How)	To the extent possible, the NCS attempted to hold the virtual Annual Planning Meeting in a similar format as the in-person Annual Planning Meetings of years past. The virtual meeting was held via the Cisco Webex platform; the NCS elected to purchase a Webex account for the Section, Reston Branch & Committees to utilize to hold virtual events. The NCS Vice President (who is also the President Elect) typically runs the planning meeting, with assistance from the remainder of the BOD.
7. Those in Charge (Committee, Task Committee, Etc.)	Vice President (Mike Venezia) – sent-out meeting invitations (via Constant Contact) to the entire Section roster, prepared PPT slides & ran the meeting. President (Kelly Cronin) – assisted w/ preparing the PPT slides, and moderated the meeting (responsible for monitoring the Cisco Webex chat box & un-muting attendees 1 to 2 at a time to manage speaking privileges).
8. Time Frame (When Started, When Completed)	n/a – no change from the level of time/effort from conducting an in-person planning meeting (if anything, there was less of a time commitment on the preparation side as we did not need to coordinate office space w/ a sizeable conference room and/or order dinner for the typical 40+ in-person attendees).
9. Success Factors (The Parts that Worked Really Well)	Conducted the Annual Planning Meeting relatively unchanged from years past when it was held in-person (aside from the meeting being held virtually). Received about the same level of participation, both in terms of the number of attendees (approx. 45) and the level of interaction during the meeting.
10. Setback Factors (The Parts that did Not Work Well)	Not much, biggest point of contention (from the NCS BOD) during the planning/scheduling of the meeting was agreeing on a time of day to hold the meeting (morning, lunch, afternoon, evening). Ultimately, it was decided to hold the meeting late afternoon (3:30 – 5:00 pm).
11. Creativity (This is something off the wall that we did)	Attempted to hold the virtual meeting in a nearly identical fashion as was done previously in-person. Any attendee who wanted to speak, ask questions, etc. was given the opportunity to (albeit we chose to only un-mute 1 – 2

	attendees at any given time selected via the “raise your hand” function or participants also had the opportunity of use the chat box at any time).
12. Administration (What was most Important?)	Running the virtual meeting was a two person job: #1 runs the meeting, primary speaker, controls the PPT, etc. & #2 monitors the chat box for questions, controls/manages participant speaking rights, and assists as necessary.
13. Follow-Up (What was most important?)	Similar to in-person planning meetings, copies of the PPT slides are distributed to the registered attendees & the Section follows-up w/ the attendees who volunteered to assist with tasks (such as championing a section meeting, committee activity, etc.)
14. Recommendations (What you should ALWAYS do with this project?)	Refer to #11 – running a virtual meeting is a two person job.
15. Cautions (What you should NEVER do with this project?)	Don’t un-mute 40+ people at once on a virtual meeting (FYI – we did not make this mistake during our virtual meeting, but a large number of people trying to speak over one another has occurred during some of our past in-person planning meetings).
16. The Outcome	Successful – similar number of attendees & level of participation from those attendees for the recently held Virtual Planning Meeting as compared with in-person planning meetings from year’s past.
17. Ongoing Activity (Would you do it again?)	Yes
18. Speaker Contact Information (person from your Region who would be willing to speak about the Best Practice)	
Name	Michael D. Venezia, P.E.
Address	2306 Middle Creek Ln, Reston, VA 20191
Phone Number	(917) 214-5310
Email	mvenezia@ecslimited.com
19. Additional Comments (We strongly recommend attaching relevant photos and graphics)	No photos available – Mike Venezia can be contacted if you’d like a copy of the PPT slides from the NCS July 2020 Annual Planning Meeting.

Popsicle Stick Bridge Competition –Hawaii Section

1. Section, Branch	Hawaii Section
2. Section/Branch Size	Large
3. Project Contact	
Name	Mike Hunnemann
Phone Number	(808) 791-3980
Email	mike@kaihawaii.com
4. Project Category	K-12 Student Outreach
5. Project Description	Popsicle Stick Bridge Competition
6. The Process (What you did, When and How)	Annual competition between Intermediate School students as part of the University of Hawaii’s Engineering Expo. Each team is provided a box of popsicle sticks, Elmer’s Glue, and a list of certain criteria that they must follow in designing and building their bridge. Each team begins the competition by making an oral presentation to a team of structural engineers. The presentation must include a description of how they came up with their design, how they constructed it, and what they learned from their research.
7. Those in Charge (Committee, Task Committee, Etc.)	Jon Young, Belt Collins Hawaii Joni Tanimoto, Akinaka & Assoc. Mike Hunnemann, KAI Hawaii, Inc.
8. Time Frame (When Started, When Completed)	The competition is held every January, and the planning for the event begins the previous August. The popsicle sticks and glue are purchased at the back-to-school sales in August to reduce costs. Weekly planning meetings are held to update and revise the competition rules, based on the feedback and performance of the competition the previous year. A key milestone is to contact all of the schools early to allow them time to select a teacher(s) to oversee the project for their school. Travel arrangements and fund raising is necessary for the schools located on neighbor islands. The actual research, design, and construction of the bridge (often an iterative process), can take several months.
9. Success Factors (The Parts that Worked Really Well)	The student’s enthusiasm is very evident during the competition. They are typically excited about showing off their design, and especially having their bridge load tested to see how much it can hold. The excitement can sometimes get rather loud with the teams from all the other schools looking on. So the part that works really well is the students, themselves. They make the project work, along with the diligence of their teachers/coaches.

10. Setback Factors (The Parts that did Not Work Well)	We always have to be mindful of safety. Our planning committee is not satisfied with the testing frame that is used to load test the bridges. A stronger frame is needed that will support the maximum loads with a comfortable factor of safety. Each year the winning team designs a stronger bridge. In 2009, the winning bridge held 465 lbs, so the support frame is expected to hold at least 1,500 lbs. Our mission this year is to construct a new frame. Other than that, there were no parts that did not work well.
11. Creativity (This is something off the wall that we did)	
12. Administration (What was most Important?)	
13. Follow-Up (What was most important?)	After sending each school an invitation to participate in the competition, following up with the school principal is important to try and enforce enthusiasm for the event. Without a strong participation from many schools the competition cannot be a success.
14. Recommendations (What you should ALWAYS do with this project?)	Get lots of media attention. The purpose of this project is to build interest in engineering by the students. If the students see their peers participating in a fun event like the popsicle stick competition on the nightly news, they are more likely to show interest next year.
15. Cautions (What you should NEVER do with this project?)	Become complacent. An event that is held every year, and which tends to be highly successful, is easy to put on auto-pilot and become lax during the planning phase.
16. The Outcome	
17. Ongoing Activity (Would you do it again?)	
18. Speaker Contact Information (person from your Region who would be willing to speak about the Best Practice)	
Name	
Address	
Phone Number	
Email	
19. Additional Comments	Every ASCE Section and Branch should sponsor a Popsicle Stick Bridge Competition. - This Best Practice includes the following attachments:

- Photos of the competition



Students making an oral presentation of their bridge design to a team of structural engineers.



Each team is allowed to load test their own bridge in order to maximize the feeling of participation and ownership.



Some bridges are designed and constructed very well and are capable of supporting large loads.



Media coverage is important in achieving the goal of community outreach.

Elementary School Presentation –Baton Rouge Branch

1. Section, Branch	Louisiana Section, Baton Rouge Branch
2. Section/Branch Size	Medium
3. Project Contact	
Name	Joey Coco, P.E.
Phone Number	(225) 246-8206
Email	jcoco@forteandtablada.com
4. Project Category	K-12 Student Outreach
5. Project Description	The project involved visiting a local elementary school to discuss civil engineering.
6. The Process (What you did, When and How)	Worked with a branch member, John Monzon, P.E., to demonstrate the load carrying capacity of a truss bridge built from rolled paper tubes and hot glue connections. Demonstrated the load carrying capacity of a rolled piece of paper versus a flat piece of paper. Provided a presentation of major engineering projects throughout the world and items they relate to on a daily basis.
7. Those in Charge (Committee, Task Committee, Etc.)	Branch Director and Branch President
8. Time Frame (When Started, When Completed)	Two, one-hour presentations, plus prep time
9. Success Factors (The Parts that Worked Really Well)	
10. Setback Factors (The Parts that did Not Work Well)	
11. Creativity (This is something off the wall that we did)	
12. Administration (What was most Important?)	School teachers

13. Follow-Up (What was most important?)	
14. Recommendations (What you should ALWAYS do with this project?)	"Wow" factor to gain attention and interest.
15. Cautions (What you should NEVER do with this project?)	No- "wow" factor.
16. The Outcome	Young students understanding what it is that an engineer does.
17. Ongoing Activity (Would you do it again?)	
18. Speaker Contact Information (person from your Region who would be willing to speak about the Best Practice)	
Name	
Address	
Phone Number	
Email	
19. Additional Comments	Need more support from National on giveaway "trinkets" that would be entertaining and memorable for children.

Watertown Competition – Montana Section

1. Section, Branch	Montana Section
2. Section/Branch Size	Medium
3. Project Contact	
Name	Pat White
Phone Number	(406) 896-6253
Email	patrickjw.white@gmail.com
4. Project Category	K-12 Student Outreach
5. Project Description	Watertown, an outreach activity that fits well in 4-5 grade but can also easily be used in lower and higher grades.
6. The Process (What you did, When and How)	We contact schools to ask if we can come and visit their 4-5 graders and talk about engineering and let the students do some hands-on exercises that allows them to get a brief insight into what engineers do.
7. Those in Charge (Committee, Task Committee, Etc.)	We have an outreach committee in the Billings Engineers club, through which ASCE members in Billings do most of their activities. The committee is headed by Jarred Harris HarrisT@ci.billings.mt.us . Tor Anderzen has worked with various student chapters in Region 8 to spread this activity.
8. Time Frame (When Started, When Completed)	We typically do this exercise in the spring, but in conversation with the best time of year can be determined. Spring tends to be busy, so fall may be a better time.
9. Success Factors (The Parts that Worked Really Well)	The mat allows the students to design the system and test it themselves.
10. Setback Factors (The Parts that did Not Work Well)	Giving the students too much time will make you lose their interest, so while we usually give the groups about 10 minutes or so, improvising is essential.
11. Creativity (This is something off the wall that we did)	Watertown was a competition event at the Regional Student chapter competitions in Helena 2009. While this outreach event is much geared to grades around 4-5, we modified the concept to be challenging at College level.
12. Administration (What was most Important?)	Early planning with the Schools and allowing them to set the schedule. Follow up with the schools a few weeks before the event to ensure that the planned day still will work. Ensure that the engineers that are doing the class visits are comfortable with the concepts that come into play in the distribution of drinking water.
13. Follow-Up (What was most important?)	Check in with the teachers of the classes you visited about a week later to get their comments and hopefully also request to return next year.

14. Recommendations (What you should ALWAYS do with this project?)	Bring the topic home to the students by talking about how they use engineered water in their lives. Invite the students' questions and comments. Make them part of the event and make them excited about science in general and engineering in particular.
15. Cautions (What you should NEVER do with this project?)	Talk above the students' heads.
16. The Outcome	When we visit schools we often hear "We did that in 5th grade - that was cool." Or "I remember when we did that, can I try again?"
17. Ongoing Activity (Would you do it again?)	Yes, Billings Engineers Club has been doing this and other outreach activities for over ten years, I'm on my third year and I love the interaction with the students.
18. Speaker Contact Information (person from your Region who would be willing to speak about the Best Practice)	
Name	
Address	
Phone Number	
Email	
19. Additional Comments	This Best Practice includes the following attachments: <ul style="list-style-type: none"> • Materials list • Event Instructions

Watertownoutreachsetup

Attached material list is based on two setups.

The mat is a play rug, search Amazon for play rug, you may not find exactly what we used. Go for a rug with as rectangular streets as possible, easier to route waterlines.

We used 5/8" OD tubing for all pipes. The 1/2" fittings slip into the tubing nicely.

For a fountain we used a basic showerhead, connected to a 90-degree bend with one end threaded.

For the water tower we used a cereal container with flat sides, which makes it easier to drill a hole and attach the fittings at the base.

We used a 3/8" brass bushing inside the tank, connected to a 3/8" to 1/4" plastic coupler, a #9 O-ring fits snugly and with some Teflon tape the connection should not leak.

From the tank we used 1/4" OD tubing to a 1/4" valve, so the water can be connected but not on during assembly.

The valve is then connected to another 1/4" to 3/8" coupling. This is the end of the preassembled water tank. The 5/8" tubing fits nicely over the threaded 3/8" end of the tank assembly, but can be secured with a clamp if so desired.

Cut the 5/8" tubing into three 4", three 6", five 8", and five 10" segments.

Watertownoutreachevent(Bestdoneoutdoors):

Typically, this is aimed at 4th to 6th grade students.

We take 10 to 20 students at a time. Separating girls to one group may allow more girls to participate actively. As often as not it will not matter if the kids are from the same class.

Before students arrive, lay out mat and supplies; fill the water tanks and the 5 gallons pail with water.

The event takes about 15 to 20 minutes.

We give a short presentation of what a municipal engineer does. (Try to invite to dialogue rather than giving a speech, encourage questions from the students).

We talk about the fact that tap water is engineered and what all goes into getting water from the source to customer, water treatment at the source, distribution system from tank/tower to customer etc.

We also give a short summary of the benefits to placing utility lines within public Right of Way (under streets); accessibility, no need for easement from land owners etc.

Then we set them the task to find a spot for a water tower and to build piping from the tank to 3 different customers (depending on what your play rug looks like this will differ) evenly spread over the mat. The fourth delivery point will be a fountain placed in a park etc. that is where the showerhead goes. Except for the fountain, all delivery points are plugged.

Once both groups are done we gather around the mats and allow one of their engineers to turn on the water.

As this happens we talk about the consequences of leakage, and the engineer's role as inspector during

construction.

We ask if there are any additional questions.

Thank the students and their teacher for allowing us to come to their class and tell a little about Civil Engineering.

**WATER TOWN SUPPLY LIST
2009)**

Costs (March

<u>Item</u>	<u>Unit</u>	<u>UnitCost</u>	<u>Quantity</u>	<u>Total</u>	<u>Location</u>
Mat of Watertown	ea	\$43.70	2	\$ 87.40	Amazon.com
5/8" OD Tubing	10 ft	\$7.26	2	\$ 14.52	Home Depot
1/4" OD Tubing	10 ft	\$2.98	1	\$ 2.98	Home Depot
1/2" Tee	ea	\$0.80	10	\$ 8.00	Home Depot
1/2" Bend	ea	\$0.73	10	\$ 7.30	Home Depot
1/2" Plug	ea	\$0.68	10	\$ 6.80	Home Depot
1/2" Coupler	ea	\$0.38	10	\$ 3.80	Home Depot
1/4" Valve	ea	\$6.98	2	\$ 13.96	Home Depot
1/2" bend for w thread for showerhead	ea	\$0.92	2	\$ 1.84	Home Depot
5 gallon bucket	ea	\$0.00	1	\$ 0.00	SK geotech
Teflon Tape	ea	\$0.99	1	\$ 0.99	Home Depot
1/4" 3/8" Quick-Connect	ea	\$1.85	4	\$ 7.40	Home Depot
#9 O-Ring Kit	ea	\$1.97	1	\$ 1.97	Home Depot
Coupling Nut	ea	\$2.02	2	\$ 4.04	Home Depot
Clamps	10 pack	\$6.50	1	\$ 6.50	Home Depot
Water Tank	ea	\$3.24	2	\$ 6.48	Wal-Mart
Shower Head	ea	\$1.97	2	\$ 3.94	Home Depot
Storage Bin (18 gal)	ea	\$8.93	1	\$ 8.93	Home Depot
3-drawer storage organizer	ea	\$3.49	2	\$ 6.98	Home Depot
Pipe storage bin	ea	\$0.99	2	\$ 1.98	Home Depot

TOTAL EXPENDED COSTS

\$ 195.81

Outreach Kits – Nebraska Section

1. Section, Branch	Nebraska Section
2. Section/Branch Size	Medium
3. Project Contact	
Name	Marie Stamm
Phone Number	(402) 575-0409
Email	marie.asce@gmail.com
4. Project Category	K-12 Student Outreach
5. Project Description	Outreach Kits for Classrooms, Career Fairs, and E-Week
6. The Process (What you did, When and How)	<p>A few individuals in the Section were receiving requests to attend everything from career days to Girl Scout meetings to talk about Civil Engineering. In response to these requests, a couple Board members developed four separate Outreach Kits (three are each contained within a standard plastic tote/bin and a fourth in a softball bag) to make available to any member of the Section. Using freely obtained copies of Zoom into Engineering, Building Big, Fetch, etc. we selected a handful of activities for a variety of age groups. After running a quick cost estimate for the required supplies, we submitted a SPAG (State Public Affairs Grant) application to ASCE. Fortunately, we were successful in obtaining funding.</p> <p>Over the course of the next several months, two Board members obtained the required materials and assembled the kits. Even with the purchase of additional supplies to replenish the outreach kits, the SPAG was not used in its entirety, so the remainder of the grant was used to purchase a Bridge Kit.</p> <p>With a bit of artistic assistance, two fliers were developed to showcase the kits. One flier is aimed at Section Members who would like to check out the Outreach Kits for use with the kids in their life. The other flier's intended audience is educators who may or may not desire to "borrow" an engineer to lead the activities included.</p> <p><u>OutreachKitActivities:</u></p> <p><u>GradesK-3</u> (Zoom into Engineering) – Flinker, Gumdrop Dome, Paper Tower</p> <p><u>Grades4-6</u> (Building Big) – Paper Bridge, Straw Shapes, Suspension</p> <p>Bridge, Hands On Glossary <u>Mixed</u> (Zoom, Building Big, Fetch) – Paper</p>

	<p>Tower, Straw Shapes, Blow It Away, Hang Time</p> <p><u>BridgeKit</u> (all ages) – With the exception of hinged plywood decking, the bridge kit can be transported in a softball bag. Students help assemble the bridge while learning the parts of it and thinking about strong shapes. Once assembled and placed on chairs or risers, students can climb through the bridge.</p> <p>Each kit includes copies of a letter from the Nebraska Section, leader materials, participant worksheets, participant certificates, and a USB drive with electronic copies and additional resources (such as tips for working with students on engineering related topics).</p>
7. Those in Charge (Committee, Task Committee, Etc.)	Essentially, the Outreach Kits were prepared by two individuals. In the first complete school year the Outreach Kits were available, several Board and other members assisted at a variety of locations.
8. Time Frame (When Started, When Completed)	The Outreach Kits were planned, purchased, and assembled within less than a year (from acceptance of SPAG application to SPAG project report deadline). However, given the schedules and commitment levels of those individuals involved, they could be completed in a month, given prior budget approval. We are just beginning (August 2009) the second full school year of having Outreach Kits.
9. Success Factors (The Parts that Worked Really Well)	Selection of activities, assembling the kits, the preparation work.
10. Setback Factors (The Parts that did Not Work Well)	Sometimes, locating an engineer (or several) to take time out of their day for a school visit can be challenging. In the first full school year of use, we attended nine events; nine individuals from the Section were involved and most of the events required more than one person.
11. Creativity (This is something off the wall that we did)	Based on the memory of bridge kits used in outreach by the Iowa State Student Chapter almost 10 years ago, we went on a hunt for a pattern. However, no one in Ames was able to find us what had been used. Enter the internet – we found Doug Carroll at the Missouri University of Science & Technology (formerly UM-Rolla). The 6' long truss bridge is structurally sound up to a 175 lb person, with aluminum members and a plywood deck. He usually builds around 10 kits at a time, selling only a few of them each year – when we contacted him, he had one left. Even luckier, the price worked out perfectly with our budget!
12. Administration (What was most Important?)	Finances – monitoring the SPAG money spent and including money in future Section budgets to replenish supplies and print additional flyers.
13. Follow-Up (What was most important?)	Check with teachers/leaders and engineers who were involved to see if they have comments or suggestions for improvements to the program.
14. Recommendations (What you should ALWAYS do with this project?)	<p>Take advantage of free opportunities to receive activity books – ASCE conferences, PBS orders, other Section/Branch members – so you can find a good mix of activities for the age and time/space constraints you are working under.</p> <p>When selecting activities, remember: how large of a bin you will transport</p>

	the kit in (and how heavy is it), the size of the groups who will do the activities, whether the activities will be done in pairs, and how to best provide instruction to the teacher or Section/Branch member using the kit.
15. Cautions (What you should NEVER do with this project?)	Never try to do it alone – it’s important to have other volunteers. You only need two-three people initially, but developing a list of members interested in helping when schools call is very important.
16. The Outcome	We were pleased with the use the Outreach Kits saw in their first year of use.
17. Ongoing Activity (Would you do it again?)	Definitely – the Outreach Kits are an ongoing project for the NE Section.
18. Speaker Contact Information (person from your Region who would be willing to speak about the Best Practice)	
Name	
Address	
Phone Number	
Email	
19. Additional Comments	Best Practice includes the following attachments: <ul style="list-style-type: none"> • Photos • Introduction to Engineering outreach kits



Outreach Kit 1: Grades K-3 / Zoom Into Engineering Outreach
Kits 2 & 3: Grades 4-6 / Building Big and Mixed



Bridge Kit (in softball bag) and “how to” manual

Brownie Troop (3rd Graders) – Fall 2008



Introduction to Engineering Outreach Kits

Looking for a way to explain engineering?

Have you been invited to talk about engineering at your child's school? Are your Scouts trying to earn an engineering-related merit badge? Do you volunteer at an after-school or summer program?

If you have any reason to share engineering with students between first and eighth grades (or maybe even older), the Nebraska Section can help!

Outreach Kits Available – Check One Out Today!

Outreach Activity Kits

Three kits are prepared to appeal to a variety of age groups, though activities can sometimes be fun for all ages. Each kit includes leader guides, handouts, materials to complete the activities, and certificates for the kids – all packaged in an easy-to-carry bin!

Kit #1 – Zoom Into Engineering

(Grades 1-6)

Flinker, Gumdrop Dome, and Paper Tower

Kit #2 – Building Big

(Grades 5-8)

Hands on Glossary, Straw Shapes, Paper Bridge, and Suspension Bridge

Kit #3 – Mixed Activities

(Mixed Ages)

Paper Tower, Straw Shapes, Hang Time, and Blow It Away

Marie Maly, P.E., M.ASCE
1044 N. 115th Street, Suite 300
Omaha, NE 68154
402.493.4800
outreach@neasce.org
www.neasce.org

Building Big Video Series

(Grades 4+) This DVD set includes five hour-long episodes (Bridges, Dams, Domes, Skyscrapers, Tunnels) from the highly acclaimed PBS special *Building Big*. The series explores the creators and builders of amazing structures while revealing both triumph and disaster.

Bridge Kit

To learn about structures, students become the builders for a six foot long bridge that will support up to 150 pounds. Yes, that means that the builders will have an opportunity to climb through the truss when it's complete.

How Do I Borrow Outreach Activities?

- ▶ Contact the Section (contact info on the left).
- ▶ Let us know which materials you need and when you would like them.
- ▶ Explore the kit on your own and then have fun sharing it with others.
- ▶ Return the kit and let us know about your experiences.



Educator / Troop Leader Flier (one two-sided sheet, tri-fold)

Learn about
Engineering with
Outreach Activity Kits

Introduction to Engineering

Easy-to-use activities for
elementary and middle school
students... pre-assembled and
ready for you to borrow. We
even supply an engineer!

www.neasce.org

How to Borrow Materials:

- If your classroom, Scout Troop, after school program, or church group would like to learn about Engineering:
- Contact the Nebraska Section (contact info inside)
- Let us know which materials you'd like to borrow and when. We'll match you with an engineer. (See inside for kit details.)
- Have fun learning about engineering!
- Return the kit and let us know about your experience.

Marie Maly
1044 N. 115th St., Suite 300
Omaha, NE 68154



**Outreach Materials Available
for Checkout from the
Nebraska Section, American
Society of Civil Engineers**

Outreach Activity Kits

Three kits are prepared to appeal to a variety of age groups, though activities can sometimes be fun for all ages. Each kit includes leader guides, handouts, materials to complete the activities, and certificates for the kids - all packaged in an easy-to-carry bin!

Kit #1 – Zoom Into Engineering

This kit is designed for kids in grades 1 to 6 (no scissors involved, but one activity uses water). Activities are: Flinker, Gumdrop Dome, and Paper Tower.

Kit #2 – Building Big

This kit is designed for kids in grades 5 to 8, and begins to explore "why?" Activities are: Hands on Glossary, Straw Shapes, Paper Bridge, and Suspension Bridge.

Kit #3 – Mixed Activities

This kit is for a mixed group, combining Zoom, Building Big, and Fetch activities. Activities are: Paper Tower, Straw Shapes, Hang Time, and Blow It Away.



Bridge Kit

This kit, which centers on the construction of an actual bridge, requires engineer supervision! As students discuss strong shapes and learn about structures, they become the builders for a six-foot long bridge that will support up to 150 pounds. Yes, that means that the builders will have an opportunity to climb through the truss when it's complete.



Building Big Video Series

This DVD set includes five hour-long episodes from the highly acclaimed PBS special *Building Big*. The series would best be appreciated by anyone from Fourth Grade on up. The series explores the creators and builders of amazing structures while revealing both triumph and disaster. Each episode focuses on one of five types of structures: Bridges, Dams, Domes, Skyscrapers, and Tunnels.

Founded in 1852, the American Society of Civil Engineers (ASCE) represents more than 140,000 members of the civil engineering profession worldwide and is America's oldest national engineering society.

For more information, visit:
www.asce.org.



For more information or to borrow a kit, contact:

Marie Maly, P.E., M.ASCE
1044 N. 115th St., Suite 300
Omaha, NE 68154
Phone: 402.493.4800
Email: outreach@neasce.org
www.neasce.org



Scholarship for High School Seniors – Quad Cities Section

1. Section, Branch	Quad Cities Section
2. Section/Branch Size	Small
3. Project Contact	
Name	Greg Shuger
Phone Number	(563) 264-6600
Email	shugergreg@stanleygroup.com
4. Project Category	K-12 Student Outreach
5. Project Description	ASCE Quad Cities Section Annual Scholarship for High School Seniors
6. The Process (What you did, When and How)	In September/October, we ask for volunteers within the Section to participate on the scholarship committee. We revise/update the scholarship form and revisit its purpose/objective and who we are targeting. After the form is updated, we send it out to all area high schools that are geographically located in our section. The forms are due in May and the scholarship committee reviews the applications and in June/July we present the scholarship(s) at a local minor league baseball game that is in conjunction with our QC Section Family Outing day.
7. Those in Charge (Committee, Task Committee, Etc.)	Scholarship Committee
8. Time Frame (When Started, When Completed)	
9. Success Factors (The Parts that Worked Really Well)	Committee works well together. It is efficient and effective to get together via phone conference and emails throughout the year. Presenting the scholarship(s) at the baseball game is a nice touch. In the scholarship application, it states that scholarships of up to \$1000 may be given out to high school seniors. This gives us the freedom to award multiple, one, or no scholarships in a given year as well as the freedom to set the award amount. We have given out two \$1,000 scholarships.

10. Setback Factors (The Parts that did Not Work Well)	A few years, we set up a spreadsheet to determine the winner of the scholarship; other years, we did not. As far as the number of scholarship applications it has varied between 2 and 7, which seems kind of small. However, we are limiting the scholarship to applicants intending to go into the civil engineering field. Personally visiting a few of the high schools and promoting the scholarship may be a good idea.
11. Creativity (This is something off the wall that we did)	
12. Administration (What was most Important?)	Getting the applications out and to the right people (ie: high school counselors) takes some coordination.
13. Follow-Up (What was most important?)	Ensure the applications have been received.
14. Recommendations (What you should ALWAYS do with this project?)	
15. Cautions (What you should NEVER do with this project?)	
16. The Outcome	Great so far. However, it is always nice to receive more applications.
17. Ongoing Activity (Would you do it again?)	
18. Speaker Contact Information (person from your Region who would be willing to speak about the Best Practice)	
Name	
Address	
Phone Number	
Email	
19. Additional Comments	We usually publish the scholarship winners in the local newspapers. - This Best Practice includes the following attachments: <ul style="list-style-type: none"> • The scholarship cover letter • Scholarship application

November 10, 2008

To: Potential Scholarship Applicants

From: Greg Shuger, EI
2009 Scholarship Chairperson
Quad City Section, ASCE

Enclosed are the 2009 Quad City Section ASCE Scholarship Application Forms for graduating high school seniors enrolling in an undergraduate Civil Engineering curriculum for the 2008- 2009 academic year. These forms may be duplicated if you require additional copies. The forms may also be downloaded from the Quad City Section website at <http://sections.asce.org/quad-cities/events>.

The Quad City Section intends to offer scholarships of up to \$1000 to students that enroll in a Civil Engineering curriculum at any ABET accredited engineering college or university.

Potential applicants should return this application to the postal address or email address listed below. Applications may be submitted via email in PDF format. For consideration, applications must be received at the postal address or email address listed below no later than 15 May 2009.

The scholarship winner will be notified on or before 15 June 2009.

If you have questions or need additional information, please contact the Quad City Section of ASCE at the postal address or email address listed below.

Enclosures

Forward Completed Applications to:

Greg Shuger, EI
2009 Scholarship Chairperson
Howard R. Green Company 1515
5th Ave, Suite 102
Moline, IL 61265
gshuger@hrgreen.com

QUAD CITY SECTION
American Society of Civil Engineers
Scholarship Application Form For
2008-2009 Academic Year

PERSONAL INFORMATION

Full Name: Permanent _____

Address: _____

Telephone Number: () - _____

E-Mail Address _____

Are you a US citizen? _____

SCHOLARSHIPS

The Quad City Section reserves its scholarships for high school seniors pursuing a Civil Engineering degree at any ABET accredited college or university. Applicants that have previously received the scholarship are not eligible. Validation of enrollment will be required to obtain the award each semester or term of the year in which it applies. **The Quad City Section reserves the right to NOT award a scholarship if, in its opinion, no qualified applicants apply.**

Submitted information is confidential and will only be used by the Quad City Section Scholarship Committee. This information will be destroyed after the scholarship is granted. All decisions of the Scholarship Committee are final.

COLLEGE PREFERENCES

Engineering School	Preference (1-Highest)	Applied?	Accepted?
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

DEADLINE FOR APPLICATION: Applications must be received at the postal address or email address listed below no later than 15 May 2009.

Sent completed forms and enclosures to:

Greg Shuger, EI
Howard R. Green Company 1515
5th Ave, Suite 102
Moline, IL 61265
gshuger@hrgreen.com

Questions? Call 309.764.1220 or Email gshuger@hrgreen.com

QUAD CITY SECTION
American Society of Civil Engineers
Scholarship Application Form For
2008-2009 Academic Year

STAPLE TRANSCRIPT & ESSAY TO THE COMPLETED APPLICATION

INSTRUCTIONS FOR APPLICANTS AND COUNSELORS

FORWARD

The Quad City Section of the American Society of Civil Engineers (ASCE) wishes to encourage students with the talent and commitment to succeed in an undergraduate Civil Engineering curriculum, for which the financial support and encouragement of a scholarship can make a difference. Meeting the minimum criteria for application is an indication that the applicant is capable of the challenge.

1) ELIGIBILITY AND REQUIREMENTS

- a) All applicants must enroll in an eligible Civil Engineering curriculum; and intend to earn a degree in engineering and enter the practice of Civil Engineering after graduation.
- b) Only applicants with a documented transcript and ACT and/or SAT test scores will be considered.
- c) Academic requirements are:
GPA: 3.00 (out of 4) or greater
ACT Composite Score: 22 or greater SAT
Composite Score: 1000 or greater
- d) Only current year Quad City Section Application Forms will be accepted.
- e) Applicant must be a US citizen.
- f) Applicant must be a resident of or attend high school within the Quad City Section jurisdiction (in Illinois: Carroll, Whiteside, Lee, Henry, Rock Island, Mercer, and Knox Counties; and in Iowa: Clinton, Scott, and Muscatine Counties).

2) SELECTION PROCESS

The Quad City Section Scholarship Committee will conduct the judging. All decisions of the Committee are final.

3) CRITERIA

The Quad City Section Scholarship Committee will conduct award points based on GPA, ACT and/or SAT test scores, Class Ranking, Activities & Honors, Essay, and Supplemental Credits (Computer, Chemistry, Physics, Calculus, etc.). Points will also be awarded for honors or advanced placement and college level courses completed.)

QUAD CITY SECTION
American Society of Civil Engineers
Scholarship Application Form For
2008-2009 Academic Year

AUTHORIZATION TO RELEASE INFORMATION

- 1) By submitting this Application, I authorize my high school principal or counselor to make available to the Quad City Section information concerning my academic records.

- 2) I hereby certify that all statements contained herein are true and factual.

Applicant's Signature

Date

COUNSELOR OR PRINCIPAL CERTIFICATION

I hereby certify that the academic information and summary of school activities as submitted on this Application are correct, and, to the best of my knowledge, the applicant has applied for or intends to apply for admission to the schools listed on page 1.

- 1) Average GPA for the 10th, 11th and first-half 12th grades only: _____
- 2) ACT and/or SAT Composite Score(s): _____
- 3) Applicant's class rank at the completion of the 11th grade: _____ out of _____
- 4) Transcript: Showing GPA, ACT and/or SAT, Class Ranking, and Essay are attached to this Application.
- 5) Applicant meets all academic requirements as outlined herein? Yes No

Counselor or Principal

Signature: _____

Printed Name: _____

High School: _____

City: _____

State: _____

Zip: _____

School Telephone No.: _____

Date: _____

QUAD CITY SECTION
American Society of Civil Engineers
Scholarship Application Form For
2008-2009 Academic Year

ACTIVITIES AND HONORS

List each activity ONLY ONCE in the appropriate section. DO NOT ABBREVIATE and attach additional pages if necessary. Clearly identify which PART applies.

PART A: Technical activities (e.g., Math Club, Science Club or Fair, etc.)

Activity	School Year (Not less than 10 th Grade)			Major Office Held (yr./yrs.)
	10th	11th	12th	
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

PART B: Non-Technical activities (e.g., Athletic Teams, Cheerleading, Band, Chorus, Service Clubs, etc.)

Activity	School Year (Not less than 10 th Grade)			Leadership Positions (yr./yrs.)
	10th	11th	12th	
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

PART C: Special Recognition for Academic Honors or Other Special Achievements (e.g., Honor Society, Science Fair, Student of the Month, Scholarships, etc.)

Recognition/Honor	School Year (Not less than 10 th Grade)			What You Did
	10th	11th	12th	
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

QUADCITY SECTION
American Society of Civil Engineers
Scholarship Application Form For
2008-2009 Academic Year

PART D: Description of Employment while attending school. List only those lasting 3 weeks or more.

Employer	School Year (Not less than 10 th Grade)			No. of Weeks	Hours Per Week
	10th	11th	12th		
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____

PART E: Summer Activities (e.g., Employment, College Program, etc.)

Employer/Activity	School Year (Not less than 10 th Grade)			Hrs. Per Week	Wks. Per Summer
	10th	11th	12th		
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____

PART F: Volunteer, Community Service, or Other Activity NOT sponsored by your school (e.g., Scouts, Unpaid Camp Counselor, 4-H, Big Brother/Big Sister, JA, etc.)

Organization	School Year (Not less than 10 th Grade)			Hrs. Per Week	What You Did
	10th	11th	12th		
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____

QUAD CITY SECTION
American Society of Civil Engineers
Scholarship Application Form For
2008-2009 Academic Year

SUPPLEMENTAL CREDITS (Engineering related, advanced placement, college level, etc.)

Course	School Year (Not less than 10 th Grade)			Course	School Year (Not less than 10 th Grade)		
	10th	11th	12th		10th	11th	12th
_____	_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____	_____

ESSAY (HIGH SCHOOL APPLICANTS)

Prepare a DOUBLE-SPACED, TYPEWRITTEN essay of approximately 250 words on the following topic, **How I Was Influenced to Pursue a Civil Engineering Career**. Essays will be evaluated based on focus on topic, supporting examples, grammar, spelling, neatness, and presentation. Place the title of your essay along with your name at the top of every page and please ATTACH YOUR ESSAY TO YOUR APPLICATION.

Popsicle Stick Bridge Competition – Upstate Branch

1. Section, Branch	South Carolina Section, Upstate Branch
2. Section/Branch Size	Small
3. Project Contact	
Name	Tom Hill
Phone Number	(864) 906-5195
Email	Thomas.e.hill@gmail.com
4. Project Category	K-12 Student Outreach
5. Project Description	Popsicle Stick Bridge Competition
6. The Process (What you did, When and How)	We held a popsicle stick bridge competition that area fourth graders participated in as part of their Bridge's Across America Study. The event was held February 2009. We worked with area academia administrators to organize a competition that involved many area schools. There was a lot to the process. As of October 2009, a packet is being developed to institute the competition statewide. Interested parties are encouraged to contact Tom Hill.
7. Those in Charge (Committee, Task Committee, Etc.)	Tom Hill, Chair. Jennifer Mustar, Head Judge.
8. Time Frame (When Started, When Completed)	We started Oct 2008 with initial planning. The event was completed in February 2009.
9. Success Factors (The Parts that Worked Really Well)	The competition went great. Children really enjoyed seeing things tested (broken/destroyed).
10. Setback Factors (The Parts that did Not Work Well)	Need to improve marketing skills/publicity.
11. Creativity (This is something off the wall that we did)	Nothing. Although it is exciting to mention we had approximately 1000 students work on bridges and approximately 400 students attend the breaking event.
12. Administration (What was most Important?)	Coordination between teachers and ASCE is priceless and being improved.

13. Follow-Up (What was most important?)	Coordination between teachers and ASCE is priceless and being improved.
14. Recommendations (What you should ALWAYS do with this project?)	Have fun. The event is centered on creating a positive fun image of engineering.
15. Cautions (What you should NEVER do with this project?)	DON'T GET TECHNICAL.
16. The Outcome	Kids have fun and create positive image of engineering.
17. Ongoing Activity (Would you do it again?)	We are working towards having our Bridge Competition again on January 30th, 2010.
18. Speaker Contact Information (person from your Region who would be willing to speak about the Best Practice)	
Name	
Address	
Phone Number	
Email	
19. Additional Comments	We would love to share our competition with anyone that is interested.

Engineering Booth at 8th Grade Career Awareness Fair – St. Louis Section

1. Section, Branch	St. Louis Section
2. Section/Branch Size	Large
3. Project Contact	
Name	John Weiland
Phone Number	(314) 241-8510
Email	jweiland@wadetrim.com
4. Project Category	K-12 Student Outreach
5. Project Description	For about 15 years, the St. Louis Section has participated in the St. Louis Metropolitan Career Awareness Fair for 8th Grade at America's Center with an exhibitor's booth. About 8,000 to 12,000 8th graders from St. Louis city and St. Louis County attend the fair.
6. The Process (What you did, When and How)	The St. Louis Section has a 10-foot by 20-foot booth at the fair. Three civil engineers in the booth answer questions from students and teachers about civil engineering and emphasize that civil engineers improve the quality of their lives. Photos illustrating civil engineering projects and civil engineering specialties are displayed along with other aides. Handouts are also available for students and teachers. About 150 students and teachers visit the booth.
7. Those in Charge (Committee, Task Committee, Etc.)	Career Guidance Committee.
8. Time Frame (When Started, When Completed)	The fair is held in two days in the spring.
9. Success Factors (The Parts that Worked Really Well)	We have an opportunity to speak with many students about civil engineering.
10. Setback Factors (The Parts that did Not Work Well)	Getting more students who are interested in talking about civil engineering.
11. Creativity (This is something off the wall that we did)	
12. Administration (What was most Important?)	You need somebody to set up the contents in the civil engineering booth. This includes signs, booth size, electrical connections, handouts, etc. You have to contact the organizers about the need for equipment. Also, you need a certain number of volunteers to be in the booth.

13. Follow-Up (What was most important?)	
14. Recommendations (What you should ALWAYS do with this project?)	Try to make the subject of civil engineering interesting with the use of computers, surveying instruments, plans, photos and handouts.
15. Cautions (What you should NEVER do with this project?)	
16. The Outcome	
17. Ongoing Activity (Would you do it again?)	
18. Speaker Contact Information (person from your Region who would be willing to speak about the Best Practice)	
Name	
Address	
Phone Number	
Email	
19. Additional Comments	<p>This Best Practice includes the following attachments:</p> <ul style="list-style-type: none"> • Fair brochures • Instructions to fair exhibits • Handouts provided to students

CAREER & TECHNICAL EDUCATION STAFF

Frank J. Logan, Sr. Executive Director
Timothy Murrell, Supervisor, Technical Programs
Paul Cady, Financial Affairs Administrator
Shonda Gray, Program Manager
Cathy Gutjahr, Program Manager
Delores Smart, Program Manager
Barb Major, ISM Specialist
Pamela Shanks-Bryant, Secretary
Angela Crawford, Secretary
Shirley Reynolds, Secretary



2009 CAREER AWARENESS FAIR BUSINESS ADVISORY COMMITTEE

Patrick Antema, St. Louis Community Credit Union
Casey Berg, Nestlé Purina PetCare Co.
Verona Bowers, St. Louis Public Schools
Debbie Callon, Procter & Gamble Mfg., Inc.
Johnetta Carver, Edward Jones
Lillian Curlett, Consultant
Eddie G. Davis, Composite Resources, LLC
Frederick Douglas, FJ Douglas Development Company
Clifford Franklin, FUSE Advertising
Michael Franklin, FUSE Advertising
Herb Gross, St. Louis Community College @ Forest Park
Jennifer Irvin, BJC HealthCare
Lori Jacob, Junior Achievement
Dwight Johnson, Consultant
Morris Johnson, St. Louis Comm. College @ Forest Park
Susan Katzman, St. Louis Public Schools
Kristin Kohler, Enterprise Rent-A-Car
Barbara Marshall, Heartland Bank
Leo H. Ming, Jr., St. Louis Convention & Visitors Comm.
Alan Moorman, Pfizer, Inc.
Robert Powell, Portfolio Gallery & Education Center
Mary Beth Purdy, St. Louis Public Schools (retired)
Charles Shelton, Wellston School District
Armando Silveo-Roman, Microsoft Corporation
Deborah Sistrunk, St. Louis Public Schools
Jennifer Tiller, Lindbergh School District
Chon Tomlin, Charter Communications
Robbyn Wahby, Office of the Mayor, City of St. Louis
Charles Weeks, Fru-Con Construction Corporation
Sally Wilson-Knight, Hardee's Food Systems, Inc.
Michael Yarbrough, St. Louis Rams

SPECIAL ADMINISTRATIVE BOARD St. Louis Public Schools

Melanie Adams
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Rick Sullivan, Chief Executive Officer

CENTRAL ADMINISTRATION

Kelvin Adams, Ph.D.
Superintendent
Dan Edwards, Ph.D.
Assistant Superintendent
Charles Simms
Interim Chief Academic Officer

**To obtain a reservation form or for more details, please contact:
The Division of Career and Technical Education, St. Louis Public Schools
801 N. 11th Street • St. Louis, MO 63101 • (314) 345-5727 • FAX: (314) 345-5777**

St. Louis Metropolitan Area 25th Career Awareness Fair for 8th Grade

Investing in a World Class Workforce!



March 24-25, 2009 at America's Center

THE CAREER & TECHNICAL EDUCATION OFFICE
ST. LOUIS PUBLIC SCHOOLS
801 N. 11TH STREET ♦ ST. LOUIS, MO 63101
(314) 345-5727 ♦ FAX: (314) 345-5777

The Career Awareness Fair reinforces the Missouri Assessment Program (MAP) and Illinois test development by showing students how academic skills are applied in the work environment.

On March 24 & 25, 2009, the Career and Technical Education Division of the St. Louis Public Schools will hold its 25th annual **CAREER AWARENESS FAIR** at America's Center from 8:00 AM to 1:00 PM. We are proud that over the years, some 185,000 city and county eighth graders have had the opportunity to interact with and learn from thousands of business and tradespersons. We welcome your participation in this internationally recognized FAIR as we salute the St. Louis business community and extend this unique learning opportunity to area eighth graders.



The CAREER AWARENESS FAIR provides eighth graders with a chance to:

- plan for their futures;
- explore and understand a variety of career options; and
- meet people who perform these jobs on a daily basis.

Businesspersons, in turn, help the entire community invest in its future as they share tools, vehicles, equipment, products, and expertise with curious and inquisitive city and county eighth graders.

At the Fair, over 800 businesspersons demonstrate their jobs. Some examples include:

- ◆ hospital X-ray technologists exhibited x-ray equipment and its uses;
- ◆ a hair stylist showed chemical reactions caused by different products;
- ◆ restaurant managers demonstrated food service techniques;
- ◆ city firefighters showed the functions of their fire engine equipment;
- ◆ hotel staff demonstrated jobs found in the front of the house and the back of the house;
- ◆ archaeologists explained the use of field equipment and methods to retrieve cultural material remains;
- ◆ city building inspectors showed how to read blueprints;
- ◆ radio broadcasters demonstrated "live-on-the-air" telecasts from the Fair;
- ◆ conservationists showed how animals are tracked;
- ◆ systems analysts demonstrated computer programming techniques;
- ◆ engineers demonstrated virtual reality equipment;
- ◆ sheet metal workers cut and formed metal; cement masons troweled; painters painted; and plumbers plumbed!



The CAREER AWARENESS FAIR is an exciting way for business/community persons to support city and county educators in reinforcing:

- ➔ how important it is to master the basic skills;
- ➔ the students' motivation to learn;
- ➔ the importance of staying in school; and
- ➔ the exploration of career opportunities.



WHILE STUDENTS WILL BE ASKING A VARIETY OF QUESTIONS, THEIR FOCUS WILL BE:

- 1) how role models use academic skills on the job;
- 2) what role models like about their jobs; and
- 3) the necessary education or training for each career field.

Booth space is available to qualified role models at NO CHARGE. Each 10' X 10' booth includes a draped backdrop, side rails, a table, chairs and a company sign.



Business and community persons become involved by volunteering as career role models at the Fair and sharing the requirements for their specific career fields with students. It is helpful if role models wear their uniforms and use the tools of their trade. It is important for role models to be able to **demonstrate** to students how they perform their jobs.

The St. Louis business community excels in the variety of jobs that will be available to students well beyond the year 2025...if those students are prepared.

YOU can help meet this challenge by your willingness to "share your career" with the students, the workforce of tomorrow, and create a positive and meaningful impact on their futures.

The Career Awareness Fair is fully funded by private and public sources and is planned by the Career and Technical Education Office of the St. Louis Public Schools.

CIVIL ENGINEERS IMPROVE THE QUALITY OF LIFE

contact - American Society of Civil Engineers -- www.asce.org or

Aaron Greenberg - agreenberg1@mindspring.com -- 314-664-5498

St. Louis West Point Bridge Contest <http://bridgecontest.usma.edu> (our contest code is STL09C)

TECHNICAL SPECIALTIES OF CIVIL ENGINEERING

STRUCTURAL
HYDRAULICS
TRANSPORTATION
URBAN PLANNING
CONSTRUCTION
GEOTECHNICAL
SURVEYING
ENVIRONMENTAL

TYPES OF CIVIL ENGINEERING JOBS

- DESIGN – STRUCTURES, SEWERS
RETAINING WALLS, TRANSPORTATION FACILITIES
AMUSEMENT PARKS, ETC.
- COMPUTER ACTIVITIES – DESIGN, DRAWING,
ESTIMATING, SCHEDULING, ETC.
- CONSTRUCTION - PROJECT MANAGER, ESTIMATOR,
ETC.
- MANAGEMENT – OWNER, DEPARTMENT HEAD,
CONSULTANT, ETC.
- SALES & MARKETING
- TESTING LABS – SOILS, MATERIALS,
FIELD MEASUREMENTS
- TEACHING AND RESEARCH – UNIVERSITY AND
COLLEGE PROFESSORS, RESEARCHERS
- SURVEYING – PARTY CHIEF

SUGGESTED H.S. COURSES

- MATH – (4 years)
- COMMUNICATIONS – (4 years) READING - INTERPRETING
ORAL AND WRITTEN
- SCIENCE – (2 years) PHYSICS - CHEMISTRY - BIOLOGY
- FOREIGN LANGUAGES – (2 years)
- SOCIAL STUDIES
- COMPUTER ACTIVITIES – WORD PROCESSING,
COMPUTER AIDED DESIGN
- PERSONAL RELATIONSHIPS
- EXTRACURRICULAR ACTIVITIES

ST. LOUIS SECTION OF THE AMERICAN SOCIETY OF CIVIL ENGINEERS - CAREER INTERVIEWS

- St. Louis County Public Works Department - Building Code Enforcement
- Aaron Greenberg – Plan Review Engineer – Civil Engineer
- 4-year college - Master's Degree is helpful.
- Review many kinds of structures for code conformance – office buildings, schools, churches, amusement structures, hospitals, etc.
- Math, English, Foreign Languages, Science – Physics, Chemistry, Biology
- Math and Physics are used in many Civil Engineering applications – structures, highways, bridges, sewers, etc. Chemistry and Biology are used in environmental problems, concrete design, water and sewage treatment plants, etc. English is used to communicate in many ways including oral and written. Many jobs are available overseas, so knowledge of a foreign language would be helpful.
- Improving the Quality of your daily life which includes transportation needs, drinking water, sewage treatment, schools, office buildings, golf courses, etc.

- Jacobs Engineering
- Jason Dennis – Civil Engineer
- 4-year college
- Design sewers, water mains, pump stations, etc.
- Reading, Writing, Math, Science, Computers and others
- Use math and science to accomplish designs. Reading/writing for effective communication
- Doing work that benefits a large amount of people.

- Jacobs Engineering
- Sara Towle – Civil/Environmental Engineer
- 4-Year college - Graduate School recommended - Internship
- Project engineer: hydraulic modeling, Excel spreadsheets, attend client meetings, write reports/memos, power point presentations, GIS (Geographical Information Systems) work, conceptual/ preliminary design
- Reading, writing, Math, Science, computers
- I use a hydraulic model to simulate the conceptual design of large underground storm water overflow tunnels.
- Ability to improve the environment in St. Louis; making St. Louis a cleaner, safer place to live.

- EFK MOEN, LLC
- Linda Meen Civil Engineer
- 4-year college – Registration as a Professional Engineer
- Engineering Design (Roads), Supervising Engineers and designers, writing proposals and reports, following budgets
- Reading, Writing, Math, Science, Computers and Teamwork
- Designing road plans requires all of the above – Ask me about specific examples
- Working with people to produce something useful

- Missouri Department of Transportation
- Deanna Venker Civil Engineer
- 4-year college - Internship
- Coordinate activities in my area such as maintenance, traffic, design, construction with the city and representatives
- Reading, Writing, Math, Science, Computers
- I have to be able to communicate with all the players to let them know what is going on
- I get to fix things! Also, I get to work on some pretty fun projects like the 2009 All-Star game, parades and I-64

- CH2M Hill
- Brittany Marron Civil Engineer/Transportation
- 4-year College
- Fulfill tasks set by the lead engineer designer. Place alignments for roads and driveways, guardrail, signs, drainage and other fixtures that you see on corridors.
- Reading, Writing, Math, Science, Computers
- Read example plan sheets, write reports on street corridors, use math to calculate slopes, etc. Use science to analyze how cars will react to alignments or look at soil types. I do CAD work on computers to actually draw the roadway out.
- I like problem solving.

AMERICAN SOCIETY OF CIVIL ENGINEERS -2009 REPORT CARD GRADES

SUBJECT	GRADE	COMMENTS
ROADS	D-	Americans spend 4.2 billion hours a year stuck in traffic at a cost of to the economy of \$78.2 billion, or \$710 per motorist. Poor road conditions cost motorists \$67 billion a year in repairs and operating costs, and cost 14,000 Americans their lives. 1/3 of America's major roads are in poor condition or mediocre condition and 30% of major urban highways are congested. The current spending level of \$70.3 billion per year for highway capital improvements is well below the estimated \$186 billion needed annually to substantially improve the nation's highways.
BRIDGES	C	More than 26%, of the nation's bridges are either structurally or functionally obsolete. While some progress has been made in recent years to reduce the number of deficient and obsolete bridges in rural areas, the number of urban area bridges is rising. A \$17 billion annual investment is needed to substantially improve current bridge conditions. Currently only \$10.5 billion is being spent.
TRANSIT	D	Transit use increased 25% between 1995 and 2005, faster than any other mode of transportation. However, nearly half of America's households do not have access to bus or rail transit, and only 25% have what they consider to be a "good option". The Federal Transit Administration estimates \$15.8 billion is needed annually to maintain conditions and \$21.6 billion is needed to improve to good conditions. In 2008, federal capital outlays were only 9.8 billion.
AVIATION	D	Despite surging oil prices, volatile credit markets, and a lagging economy, the FAA predicts a 3 % annual growth in air travel. These travels are faced with increasing delays and inadequate conditions as a result of the long overdue need to modernize the outdated air traffic control system and the failure to enact a federal aviation program.
SCHOOLS	D	Spending on the nation's schools grew from \$17 billion in 1998 to a peak of \$29 billion in 2004. However, by 2007 spending fell to \$20.28 billion. No comprehensive, authoritative nationwide data on the condition of America's school buildings has been collected for a decade. The NEA's best estimate to bring the nation's schools into good repair is \$ 322 billion.
DRINKING WATER	D-	America's drinking water systems face an annual shortfall of at least \$11 billion to replace aging facilities that are near the end of their useful life and to comply with existing and future federal water regulations. This does not account for the growth in the demand for drinking water over the next 20 years. Leaking pipes lose an estimated 7 billion gallons of clean drinking water a day.
WASTEWATER	D+	Aging systems discharge billions of gallons of untreated wastewater into U.S. surface waters each year. The EPA estimates that the nation must invest \$390 billion over the next 20 years to update or replace existing systems and build new ones to meet increasing demand.
DAMS	D	As dams age and downstream development increases, the number of deficient dams has risen to more than 4,000, including 1,819 high hazard potential dams. Over the past 6 years, for every deficient, high hazard potential dam repaired, nearly two more were declared deficient. There are more than 85,000 dams in the U.S., and the average age is just over 51 years.
SOLID WASTE	C+	In 2007, the U.S. produced 254 million tons of solid waste. More than a third was recycled or recovered, representing a 7% increase since 2000. Per capita generation of waste has remained relatively constant over the past 20 years. Despite those successes, the increasing volume of electronic waste and lack of uniform regulations for disposal creates the potential for high levels of hazardous materials and heavy metals in the nation's landfills, posing a significant threat to public safety.

AMERICAN SOCIETY OF CIVIL ENGINEERS -2009 REPORT CARD GRADES

HAZARDOUS WASTE	D	Redevelopment of brownfield sites over the past 5 years generated an estimated 191,000 new jobs and \$408 million annually in extra revenues for localities. In 2008, however, there were 188 U. S. cities with brownfield sites awaiting cleanup and redevelopment. Additionally, federal funding for "Superfund" cleanup of the nation's worst toxic waste sites has declined steadily, dropping to 1.08 billion in 2008, its lowest level since 1986.
LEVEES	D-	More than 85% of the nation's estimated miles of levees are locally owned and maintained. The reliability of many of these levees is unknown. Many are over 50 years old and were originally built to protect crops from flooding. With an increase in development behind these levees, risk to public health and safety from failure has increased. Rough estimates put the cost at more than \$100 billion to repair and rehabilitate the nation's levees.
ENERGY	D+	Progress has been made in grid reinforcement since 2005 and substantial investment in generation, transmission and distribution is expected in the next 20 years. Demand for electricity has grown 25% since 1990. Public and government opposition and difficulty in permitting processes are restricting much needed modernization. Projected electricity utility investment needs could be as much as \$1.5 trillion by 2030.
INLAND WATERWAYS	D-	The average tow barge can carry the equivalent of 870 tractor loads. Of the 257 locks still in use on the nation's inland waterways, 30 were built in the 1800's and another 92 are more than 60 years old. The average age of all federally owned or operated locks is nearly 60 years, well past their designed life of 50 years. The cost to replace the present system of locks is estimated at more than \$125 billion.
PUBLIC PARKS & RECREATION	C-	Parks, beaches and recreational facilities contribute \$730 billion per year to the U.S. economy, support nearly 6.5 million jobs, and contribute to cleaner air and water and higher property values. Despite record spending on parks at the state and local level, the acreage of parkland per resident in urban areas is declining. While significant investments are being made in the National Park Service for its 2016 centennial, the agency's facilities still face a \$7 billion maintenance backlog.
RAIL	C-	A freight train is three times as fuel efficient as a truck and traveling via passenger rail uses 20% less energy per mile than traveling by car. However, growth and changes in demand patterns create bottlenecks which are already constraining traffic in critical areas. Freight and passenger rail generally share the same network, and significant potential increase in passenger rail demand will add to the freight railroad capacity challenges. More than \$200 billion is needed through 2035 to accommodate anticipated growth.

America's Infrastructure G.P.A. = D

Total Investment Needs = \$2.2 Trillion

A = Exceptional

B = Good

C = Mediocre

D = Poor

F = Failing

(Estimated 5 Year need) Each category was evaluated on the basis of condition and performance, capacity vs. need, and funding vs. need.

Basswood Bridge Competition – Nashville Branch

1. Section, Branch	Tennessee Section, Nashville Branch
2. Section/Branch Size	Medium
3. Project Contact	
Name	Tony Snyder
Phone Number	(615) 418-4578
Email	tonysnyder@comcast.net
4. Project Category	K-12 Student Outreach
5. Project Description	High school students in the region competed to design and build basswood model bridges for highest efficiency.
6. The Process (What you did, When and How)	Gathered a group of interested volunteers for an initial meeting late fall; determined a set date and location for the competition day (to coincide with E-week, location coordinated with Adventure Science Center); met regularly (about once a month) with volunteers and Adventure Science Center to go over rules, volunteer duties, competition timeline and flow of events.
7. Those in Charge (Committee, Task Committee, Etc.)	Bridge Competition Chair – responsible for coordination of tasks and communication with all involved; volunteers responsible for set-up, determining as a group prizes and protocol, all involved with process on competition day.
8. Time Frame (When Started, When Completed)	Planning stages began in November/December with initial meeting with volunteers; regular meetings with volunteers once per month until competition day; competition date coincided with E-week in February.
9. Success Factors (The Parts that Worked Really Well)	Regular meetings with volunteers, the full cooperation of Adventure Science Center (ASC provided many things that were necessary for the success of the event: location, space, equipment, publicity).
10. Setback Factors (The Parts that did Not Work Well)	Too many volunteers with too few tasks on competition day led to unnecessary roles and some confusion about procedures; timing of events on competition day and flow could have been more streamlined for better efficiency.
11. Creativity (This is something off the wall that we did)	
12. Administration (What was most Important?)	Adventure Science Center Director of Marketing, Virginia Crowe; CTE Coordinator for Nashville Metro Public Schools, Kelly Henderson.
13. Follow-Up (What was most important?)	Feedback from volunteers and teachers provided insight into what areas could be improved upon for the following year.

14. Recommendations (What you should ALWAYS do with this project?)	Always make sure that everyone involved, including students, teachers, and volunteers, are very familiar with all rules and procedures. Be clear and up front with rules and grounds for disqualification so that everyone understands what is involved with the competition.
15. Cautions (What you should NEVER do with this project?)	Do NOT try to accommodate everyone by being flexible on the procedures – inconsistency will confuse those involved and lead to different interpretations of rules and methods.
16. The Outcome	Overall, the more thorough coordination and communication was with volunteers, teachers, and sponsors, the better the result and understanding. Students that participated were able to learn about the process of designing and modeling a structure with a given set of parameters and materials. Feedback from most teachers and students was positive, indicating the desire to see another competition the following year.
17. Ongoing Activity (Would you do it again?)	
18. Speaker Contact Information (person from your Region who would be willing to speak about the Best Practice)	
Name	
Address	
Phone Number	
Email	
19. Additional Comments	Students seemed to be more excited by the prospect of receiving a trophy to take home rather than a cash prize.

High School Student Scholarship – Eastern Branch

1. Section, Branch	Montana Section, Eastern Branch
2. Section/Branch Size	Small
3. Project Contact	
Name	Pat White
Phone Number	(406) 896-6253
Email	patrickjw.white@gmail.com
4. Project Category	K-12 Student Outreach
5. Project Description	Then Billings Engineers Club (BEC) scholarship program provides higher education scholarships. This scholarship is reserved for graduating seniors intending to study a discipline of engineering, engineering technology or related field at an accredited college or university. The amount awarded will depend on availability of funds and will be paid to the student upon verification of enrollment; however, previous scholarships have generally been \$1,000 each. Between 2002 and 2010 BEC has awarded an astounding \$52,000 in higher education scholarships!
6. The Process (What you did, When and How)	A scholarship application was prepared by a joint committee of a variety of Engineering disciplines. The application is attached. The key was to evaluate the whole individual. IE; activities, work, community service, letters of recommendation and lastly GPA and SAT/ ACT scores.
7. Those in Charge (Committee, Task Committee, Etc.)	<p>The committee chair organizes the effort. The scholarship committee is comprised of 4 to 6 individuals whose job is to evaluate scholarship applications and host a student at the Banquet. The scholarships (certificates) are awarded at our Annual Banquet. Here the committee grows so that each scholarship recipient has a dedicated host for the evening at the banquet. The host contacts the student prior to the Banquet, meets them at the door and sits with them. Here the host can make the student and parents feel welcome.</p> <p>Fundraising is a major part of this program. During the 2 months leading up to the banquet, the door prize and scholarship fundraising committee solicits door prizes and scholarship donations. This committee is comprised of 3 individuals who generally call from a historic list which contains what the company or individual has donated in past years. Donors are from our industry however we do branch out to others as well.</p>

	<p>During August Under a full moon on a Friday night we also have a 9-hole golf tournament at a local Par 3 golf course. The tournament is a scramble format. At 7:00 PM we have a BBQ hosted this year by Famous Dave's. Each player is given a bucket of balls for Practice. Then as evening approaches directions are given. And Tee time is about 9:30 PM, This tournament is played at night with glow in the dark; golf balls, tee markers, hazard markers, green markers, pin markers and golfer markers. Think lots of Glow sticks, necklaces etc.</p> <p>A sign-up sheet is attached. Because this scholarship program has been successful, The BEC has spent a year going through the process and is now a 501 C3 organization.</p>
8. Time Frame (When Started, When Completed)	The timeline for the program is lengthy yet takes a minimal amount of work spread over time. The time line is shown here and attached as a doc.
9. Success Factors (The Parts that Worked Really Well)	Students often don't complete out the scholarship remittance paper work properly and need to be reminded how to complete the form entirely
10. Setback Factors (The Parts that did Not Work Well)	
11. Creativity (This is something off the wall that we did)	Glow in The Dark Golf Tournament.
12. Administration (What was most Important?)	Getting the application to School on Time
13. Follow-Up (What was most important?)	Sending Post card to schools 2 weeks before application is due
14. Recommendations (What you should ALWAYS do with this project?)	Thank your donors and volunteer committee members
15. Cautions (What you should NEVER do with this project?)	Let it die
16. The Outcome	A financial boost to students, with much appreciated parents. The committee and the entire BEC always feel great about helping students financially. At the Banquet we get to give them a glimpse of the future with a warm introduction and words of encouragement as they enter a new world.
17. Ongoing Activity (Would you do it again?)	Every year
18. Speaker Contact Information (person from your Region who would be willing to	

speaking about the Best Practice)

Name

Address

Phone Number

Email

19. Additional Comments

This Best Practice includes the following attachments:

- Scholarship notification and application forms
- Congratulatory letter template
- Scholarship timeline
- Scholarship remittance form
- Scholarship fundraiser form



November 29th 2010

To: High School Counselors, Administrators, and Faculty

Re: Billings Engineers Club Scholarship

Billings Engineers Club (BEC) is pleased to announce that a higher education scholarship will once again be awarded to students in south-central Montana. This scholarship is reserved for graduating seniors intending to study a discipline of engineering, engineering technology or related field at an accredited college or university. The amount awarded will depend on availability of funds and will be paid to the student upon verification of enrollment; however, previous scholarships have generally been \$1,000 each. Between 2002 and 2010 BEC has awarded an astounding \$52,000 in higher education scholarships!

Please forward this notification and attached application form to graduating seniors meeting the eligibility requirements listed on the application. An electronic version of the application may be found on our website (www.billingsengineersclub.org/awards.html). Application packages will only be accepted in hard copy. E-mailed applications will not be considered. Please do not bind the application elaborately. Each application must be dis-assembled, copied, re-assembled and distributed to the scholarship committee members for review. Your attention to this detail will be noted and appreciated. Applications are to be postmarked no later than January 21, 2011.

As in the past, recipients will be duly recognized at the Billings Engineers Club Annual Awards Banquet to be held March 4th, 2011. Successful applicants will be notified in early February and details regarding the BEC Banquet will be passed along. Recipients, along with two guests, will be cordially invited to attend the banquet and three complimentary tickets will be reserved for them, with additional tickets available for purchase. A written notice will be sent after the banquet containing information regarding the transfer of scholarship funds.

Typically scholarships have been awarded to one in every four applicants, so needless to say the chances for a \$1,000 scholarship are quite favorable! Please feel free to address questions to me via email at patw@ctagroup.com or by calling 406-896-6253.

BEC has been very pleased with the positive response and number of applicants in recent years. As usual, scholarship committee members were extremely impressed with the high

caliber students that applied in 2010. We eagerly await the opportunity to contribute to another group of well-deserving students' higher education again in 2011.

Sincerely,

Patrick J. White, P.E.

BEC Scholarship Committee Chair

BILLINGS ENGINEERS CLUB

SCHOLARSHIP APPLICATION INSTRUCTIONS

Billings Engineers Club (BEC) is a non-profit group whose members represent a conglomeration of engineering organizations brought together to share experiences, recognize engineering excellence, and support one another. BEC strives for contributing to the betterment of our communities through service and financial causes.

BEC membership is comprised of professionals from Billings, Montana and the surrounding area. Accordingly, the goal of our scholarship program is to support students in south-central Montana enrolled in an engineering or engineering-related program at an accredited institution. Scholarship amounts vary each year and are based upon annual fundraising efforts.

The attached scholarship application was prepared by a joint committee whose members represent the American Society of Civil Engineers (ASCE), Institute of Electrical and Electronics Engineers (IEEE), Institute of Transportation Engineers (ITE), and the Montana Section of the National Society of Professional Engineers (NSPE), along with other engineering-related professional organizations.

ELIGIBILITY REQUIREMENTS

To be eligible for this scholarship, an applicant must:

- Attend an engineering program at a college or university that has been accredited by the Engineering Accreditation Commission of the Accreditation Board for Engineering and Technology (ABET-EAC). A recipient may be disqualified if the program is not ABET- EAC accredited.
- Submit a properly completed application postmarked no later than January 22, 2010.
- Be a high school senior and citizen of the United States at the time of application, while attending high school in one of the following south-central Montana schools:

Absarokee Belfry	Fromberg Hardin	Park City
Billings Central	Harlowton	Pryor
Billings Senior	Huntley Project	Red Lodge
Billings Skyview	Hysham	Roberts
Billings West	Joliet	Rosebud
Bridger	Laurel	Roundup
Broadview	Lavina	Ryegate
Columbus Custer	Lodge Grass	Shepherd
	Melstone	

Note: If you feel that your school or another school should be added to this list, please contact us by emailing scholarships@billingsengineersclub.org.

GOOD LUCK!

BILLINGS ENGINEERS CLUB
SCHOLARSHIP APPLICATION FORM

Please send a properly completed form to the following address postmarked no later than January 22, 2010.

BEC Scholarship Committee

Attn: Pat White, PE

PO Box 1439

13 North 23rd Street

Billings, MT 59103

PERSONAL INFORMATION

Last Name		First Name, Middle Initial	Date of Birth
Street Address			Citizenship
City	State		Zip
Name(s) of Parents or Guardians		Telephone Number	E-Mail Address

ACADEMIC INFORMATION

High School		Telephone Number	
City	State	Zip	
Cumulative Grade Point Average	Grading Scale (Ex. 4.0)	Class Ranking	Class Size
SAT Math	SAT Verbal	Number of Times Taken	
ACT Math	ACT English	ACT Composite	Number of Times Taken

UNIVERSITY / COLLEGE INFORMATION

List the major you plan to pursue

Universities or Colleges Applied To	Date Applied

[Proceed to Next Page](#)

ADDITIONAL REQUIRED APPLICATION INFORMATION

Please read all instructions carefully. Using separate single-sided sheets of 8 ½ x 11-inch paper include the following information to support your application. Please type and assemble your information in the order listed below. Items 2 and 3 may be included on the same sheet, if necessary. Please do not use staples with your application.

Evaluation Criteria (100 pts. Total)

Letters of Recommendation	20 pts.
Grade Point Average	10 pts.
SAT/ACT Scores	10 pts.

1. Two (2) Letters of Recommendation

- One (1) letter of recommendation from a teacher.
- One (1) letter of recommendation from another member of your community other than a teacher or relative.

2. Educational Record, Activities, and Honors (Limited to Five (5) Total Pages)

- Include an official copy of your high school transcript with this application. Be sure that SAT and/or ACT scores are included on the transcript along with the number of times taken, or include a photocopy of the official test result reports. Have your guidance counselor include a school profile of the current curriculum and grading system, only if a standard 4.0 scale is not used. Clearly indicate all courses that are “Honors” or “Advanced Placement” programs. Be sure all transcripts are legible. (NOTE: Updated SAT or ACT scores will NOT be accepted after the application deadline. Processing of application begins immediately upon receipt.)
- List school related extracurricular activities in which you have participated during high school and dates of participation. Include positions held and note significant contributions and/or achievements.
- List non-school related activities in which you have participated during high school and dates of participation. Include positions held and note significant contributions and/or achievements.
- List academic honors, civic honors, awards, or scholarships you have received. Please provide a description of what you did to earn recognition.

3. Employment Record (Limited to One (1) Page)

- List all jobs you have held. Include the names of the employer, dates of employment, and a description of the type of work you performed, including hours worked and noting any supervisory positions held.

4. Essay (500 Words Maximum)

- On separate pages, discuss in 500 words or less your interest in engineering, your proposed major area of study or specialization, and the occupation you propose to pursue after graduation. This essay should include information that is relevant to your career plans, including any long-term goals and your plan to achieve them. Essay should be on plain bond paper, typed, and double-spaced. Include your name and major field of engineering at the top of the page.

APPLICANT'S CERTIFICATION / PERMISSION TO RELEASE INFORMATION

(Applications without authorized signatures will be disqualified.)

I hereby certify that all information submitted on this application is true and accurate to the best of my knowledge, in accordance with eligibility requirements listed in the instructions on Page 1. By submitting this application, I authorize my high school principal or counselor to make available to the BEC information concerning my academic records.

Signature _____

Date _____

PRINCIPAL OR COUNSELOR CERTIFICATION

To the best of my knowledge and belief, I hereby verify that the academic information and summary of school activities in this application are correct, and the applicant meets eligibility requirements outlined in the instructions on Page 1. (Information below may be written.)

Signature

Date

Printed Name

Title

High School Name

Telephone

Submit the assembled application to your guidance counselor who will in turn forward the application to the Billings Engineers Club Scholarship Committee for evaluation. Both the applicant and counselor will be notified of the applicant's award of a scholarship. The Billings Engineers Club maintains the exclusive right to award one (1) or more scholarships for any given school year. The completion and submittal of a completed application does not obligate the Billings Engineers Club to award a scholarship to any applicant.



This is a gentle reminder that submitting BEC Scholarship Applications must be post marked by January 21st, 2011. Please refer to the information sent to you in December.

<http://www.billingsengineersclub.org>



This is a gentle reminder that submitting BEC Scholarship Applications must be post marked by January 21st, 2011. Please refer to the information sent to you in December.

<http://www.billingsengineersclub.org>

[Name]

[Address Line 1]

[Address Line 2]

RE: 20XX Billings Engineers Club Scholarship

Dear [Name],

Congratulations! You have been selected as a 20XX Billings Engineers Club Scholarship recipient, an award well deserved. You were chosen not only because of your past accomplishments, but also because of your potential contributions to our engineering community and society as a whole.

You are cordially invited to the 3rd floor ballroom of the Billings Crowne Plaza for our 4Xth Annual Billings Engineers Club Awards Banquet on Friday, March 4th, 2011. The social hour begins at 6:00 PM followed by dinner and awards ceremony at 7:00 PM, during which you will be presented a \$1,000 scholarship certificate. Three complimentary tickets will be reserved for you and may be picked up at the door; however, you are welcome to invite additional guests for \$40.00 per person. Dinner selections are New York Steak or baked Salmon. A Vegetarian meal is also available by request. Attire ranges from business casual to semi-formal. Whether or not you are able to attend the banquet, please RSVP by Friday, February 25th by calling me at 406-896-6253 (daytime) or 406-697-4332 (evening). We look forward to meeting you there!

Finally, if you plan to attend the banquet, expect a phone call during the week of February 28th from your BEC scholarship host who will accompany you during the Banquet.

Enclosed you will find a remittance form, which is required to verify your scholarship eligibility. *In order to receive your scholarship, please attach a fall semester course schedule issued to you with your name printed by your college or university and return it with the completed form by September 1, 2010.* The award check will be sent directly to you after we receive the remittance form. Checks are mailed in the third week of September. Should you have any questions in the interim, feel free to reach me by calling or emailing patw@ctagroup.com.

Again, congratulations on your outstanding achievements and good luck as you near completion of your high school career. Please keep in touch, as we would appreciate hearing from you. On behalf of the Billings Engineers Club, I wish you the best in all future endeavors.

Sincerely,

Insert Name Here

Scholarship Committee Chair

Enclosure—Remittance Form

cc: [Name], Counselor
(Name), Host

Billings Engineers Club (BEC) Scholarship Time Line (Approximate dates)

Determine Banquet date with BEC Leadership (Recent years, first Friday in March)

November

- Modify application cover letter and application.
- Mail applications Monday after Thanksgiving. (Invoice to BEC)

December

- Solicit Scholarship committee at December meeting.
- Solicit Scholarship student hosts at December meeting.
- Verify BEC scholarship funds with treasurer.

January

- Modify ranking spreadsheet with committee names.
- Mail reminder postcard to Schools (Approx. Jan 10th) (Invoice to BEC)
- Receive scholarship applications. Last week in January. (Approx. Jan 21st)
- Scan each application as it arrives.
- E-mail scanned applications with ranking spreadsheet to committee (Approx. Jan 26th)

February

- Review and rank applications.
- Committee reviews due (Approx. Feb 10th)
- Meet with Committee for lunch to Finalize Rankings (Approx. Feb 12th) (Invoice to BEC)
- Re-verify BEC scholarship funds with treasurer.
- Re-verify and get commitment for Scholarship hosts (Best to get Committee members to host one student)
- Mail award letters to recipients (Approx. Feb 14th)
- Provide student data to person making Banquet Power Point.
- Provide student names committee names and host names to Banquet Program Chair
- Receive Student RSVP's by (Approx. Feb 25th)

March

- Scholarship Hosts to call Students (March 1st)
 - Mention casual dress. (No jeans or tee shirts)
 - Host will meet and sit with student and family
 - Make them feel welcome.
- Print Scholarship Certificates. (Scholarship chair and BEC President sign the Certificate) (Mail to those not attending Banquet)
- Present certificates at Banquet.
 - Introduce students, List their high school, Accomplishments
 - Have them come to the front of the room.
 - Have someone BEC President or Committee member assist and present certificates to students.

- Photograph students with Certificates. (Photos to BEC Web Site)
- Remind Students, the checks are written 2nd or 3rd week in September after they have started school.

April, May

- Field calls from high Schools and attend their Scholarship awards presentations (If possible)
(Ask other committee members if they would as well)
 - Present Students with Copy or School provided certificate.

August / September

- Receive remittance form from Students.
 - Make sure student names is printed on Schedule.
 - Verify Student Meets Criteria to receive Scholarship.
 - Request BEC Treasurer to mail Check to Student.

Free Time

- October, June, July, August

2011 BEC Scholarship Remittance Form

Please return this form by September 1, 2011 along with a copy of your course schedule to:

CTA Architects Engineers

Attn: Pat White 13

N. 23rd Street

Billings, MT 59101

Name: _____

Last

First

Middle

Address: _____

Street or Number

City

State

Zip

College or University Attending:

Name

Location

Major Field of Study: _____

(Note: An attached copy of your fall semester course schedule issued to you with your name on it as issued by the college or university is required.)

If award is to be sent to an address different from the one shown (above), please indicate preferred mailing address below.

Permanent Address:

Street or Number

City

State

Zip

By signing this remittance form I declare that I am enrolled in the classes listed on the attached course schedule and studying a discipline of engineering, engineering technology, or related field. I further understand that this form shall be remitted on or before September 1, 2010 to receive this scholarship. Failure to fulfill these requirements may result in forfeiture of this scholarship.

Signature

Date



9th Annual BEC Scholarship Fundraiser

GOLF SCRAMBLE



WHEN: Friday, August 12, 2011-Under A Full Moon
START TIME: 7:00 PM Famous Dave's BBQ & Check-In – 9:00 PM Shotgun Start
FORMAT: Nite®LiteGolf – 4 Person Scramble
WHERE: PAR-3 Exchange City Golf Course
ENTRY FEE: \$75 Per Person (Includes green fees, glowing golf balls, player markers, range balls and BBQ)
CAUSE: Fundraiser for the Billings Engineers Club scholarships awarded to area graduating high school students entering an engineering-related program

***TOURNAMENT IS LIMITED TO 18 TEAMS. THE FIRST 18 PAID TEAMS WILL BE GUARANTEED A SPOT.**

Player(s): Sign up as a single, pair (spouses welcome!) or as a team. For those of you without four players, we can help you fill the remaining openings in your group.

Team Name: _____

Player 1: _____

Player 2: _____

Player 3: _____

Player 4: _____

Don't Forget Your Flashlight!

Mulligans will be available for \$10 with a maximum of two per person. The winning team will receive \$500 and second place will receive \$300. Flag Prizes will also be available to win!

Sponsorship: Sponsor a hole and have your company name displayed for \$250 (BBQ included for representative), or donate cash or prizes to the tournament.



Yes, we will sponsor a hole (\$250) \$ _____

Yes, we will donate cash or prizes* \$ _____

Total Sponsorship: \$ _____

Contact: _____

Phone: _____

*Prize Description: _____

Payment: Please make checks payable to **Billings Engineers Club**. Refunds for this tournament cannot be guaranteed after August 05, 2011, except in the case of inclement weather. BBQ is included with the entry fee, but will also be available for spectators & family.

Before August 05, 2011 _____ players @ \$75 \$ _____
 After August 05, 2011 _____ players @ \$85 \$ _____
 Extra BBQ ticket _____ @ \$10 (Adult) \$ _____
 _____ @ \$5 (Child) \$ _____
Total Amount Enclosed \$ _____

Mail Completed Form and Payment to:

Billings Engineers Club

c/o Bryce Bennett

3521 Gabel Rd

Billings, MT 59102

Questions?

Contact Bryce Bennett @ 406.259.9933

or bryca.bennett@aciblgs.com

High School Student Scholarship – New Hampshire Section

1. Section, Branch	New Hampshire Section
2. Section/Branch Size	Medium
3. Project Contact	
Name	Fred L. Douglas, P.E.
Phone Number	(603) 894-4191
Email	fdouglas@hntb.com
4. Project Category	K-12 Student Outreach
5. Project Description	High School Scholarship for graduating seniors attending an engineering college, UNH Scholarship (Russell S. Stearns Memorial Scholarship) for UNH underclassmen.
6. The Process (What you did, When and How)	Advertise HS scholarship to all of the NH Public and Private High Schools by email in the month of January or sooner. Advertise the UNH/Russell S. Stearns Scholarship to the ASCE student Chapter advisor in January.
7. Those in Charge (Committee, Task Committee, Etc.)	Fred Douglas, Education Committee Chair
8. Time Frame (When Started, When Completed)	January or sooner
9. Success Factors (The Parts that Worked Really Well)	Help from NH Section of NSPE to get the email addresses. Seeing future college students receive the scholarship at our Annual Meeting.
10. Setback Factors (The Parts that did Not Work Well)	It was difficult getting the address of the high schools and getting the students to respond. We seem to have worked this out but we need more responses from the high schools.
11. Creativity (This is something off the wall that we did)	Just coming up with the idea of a high school scholarship and budgeting the money to support this program.
12. Administration (What was most Important?)	Education Committee in concert with the Board of Directors.
13. Follow-Up (What was most important?)	Contacting all of the participants whether they are to receive a scholarship or not.

14. Recommendations (What you should ALWAYS do with this project?)	Have all of the applications ready and up to date with email addresses by January of each year.
15. Cautions (What you should NEVER do with this project?)	Do not be late. You will not get good applications and students who need the scholarships may never know it is available.
16. The Outcome	It is great to meet these talented individuals and see up to six students per year receive some needed resources.
17. Ongoing Activity (Would you do it again?)	Yes, if time permits.
18. Speaker Contact Information (person from your Region who would be willing to speak about the Best Practice)	
Name	
Address	
Phone Number	
Email	
19. Additional Comments	I would like to have up to two assistants to help with the mailings and judging the applications.

Civil Engineering Clubs – Hawaii Section

1. Section, Branch	Hawaii Section
2. Section/Branch Size	Medium
3. Project Contact	
Name	Jon M. Young
Phone Number	(808) 754.2931
Email	outreach.ascehi@gmail.com
4. Project Category	K-12 Student Outreach
5. Project Description	Organization of Civil Engineering Clubs
6. The Process (What you did, When and How)	<p>The formation of Civil Engineering (CE) Clubs is an ASCE Society-wide initiative. ASCE provides a club guide, topic modules with several weeks' worth of activities in each module, and lots of free resources to help launch and run a successful club. See http://www.asce.org/Civil_Engineering_Club/.</p> <p>The Hawaii Section has taken that initiative one step further by forming an organization of CE Clubs.</p> <p>The main purpose for the organization is to share resources and better enable us to have students from different high schools meet each other at the club activities. The sharing of resources would minimize the time required by an engineer to lead a club. As a result, it would encourage more volunteers to serve as a club lead engineer.</p> <p>By consolidating our resources into an organization, one lead engineer could coordinate an activity, such as a site visit, for multiple clubs. If the clubs were independent, the lead engineer for each club would need to make those arrangements.</p> <p>For the pilot year, ASCE developed a bridge topic module that requires six to seven meetings to complete. For the upcoming school year, ASCE is developing a water topic module.</p> <p>A Hawaii organization contest committee developed a Parking Lot Layout design contest for the recently completed school year. We will be doing the same contest for the upcoming school year. Concurrently, another contest committee will be developing a Water System design contest for the 2014-15 school year.</p>

<p>7. Those in Charge (Committee, Task Committee, Etc.)</p>	<p>The committees of our organization and the committee chairs are listed below.</p> <ul style="list-style-type: none"> • CE Club Coordinator: Jon Young, Hawaii Asphalt Paving Industry • Lead Engineers: Jon Young and Taka Kimura, Parsons Brinkerhoff • University of Hawaii (UH) Campus Visit: Jon Young • Site Visits: Taka Kimura • Career Shadowing: Taka Kimura • Guest Speakers: All lead engineers • Service Projects: Kapiolani Street and Leanne Sakamoto from the UH ASCE student chapter. • Design Contest: Mark Rau, dck pacific construction, LLC • End of Year Gathering: Jon Young <p>With only two clubs and a few volunteers, the leaders had to chair multiple committees. As more clubs are formed, there will be more lead engineers that can serve as committee chairs, reducing the burden of each leader. It takes many volunteers to make the organization work. A full list of the volunteers for the 2012-13 school year is attached.</p>
<p>8. Time Frame (When Started, When Completed)</p>	<p>A CE Club is an annual activity that is aligned with the school year calendar. The 2012-13 school year was the pilot year for the clubs across the nation.</p>
<p>9. Success Factors (The Parts that Worked Really Well)</p>	<p>The students that participated in club activities on a regular basis found the club to be informative and educational about the field of civil engineering and what engineers do.</p>
<p>10. Setback Factors (The Parts that did Not Work Well)</p>	<p>We did not have the support of the faculty advisor at one of the two clubs (see “administration” below for the role of the faculty advisor). Without the faculty advisors active involvement, it was very difficult to get participation by the students.</p>
<p>11. Creativity (This is something off the wall that we did)</p>	<p>None.</p>
<p>12. Administration (What was most Important?)</p>	<p>It is critical that the faculty advisor play an active role in the clubs as they see the students daily. The faculty advisor needs to encourage students to attend club meeting and participate in activities outside of school such as site visits. The faculty advisor also needs to ensure that the students are working on their design project between meetings. Faculty advisors also provide valuable insight into the school’s culture and guidelines.</p>
<p>13. Follow-Up (What was most important?)</p>	<p>This year Jon Young served as the lead engineer for the two clubs. For the next school year, four others have committed to become lead engineers. With the projected increase of volunteers, it will be critical for the lead engineers to coordinate with each other and be responsive. For the next school year, we</p>

	are experimenting with a Facebook group to serve as a coordination platform for the lead engineers. A LinkedIn group is also being considered.
14. Recommendations (What you should ALWAYS do with this project?)	<p>It all starts by obtaining the commitment of a lead engineer. Once a person has committed to be a lead engineer, a school is selected. Generally, the school selected is either in close proximity to the lead engineer's work place or the lead engineer's Alma Mater.</p> <p>In addition, it is important to register your club with ASCE to take advantage of the resources available. Contact outreach@asce.org for details.</p>
15. Cautions (What you should NEVER do with this project?)	A club should never get started without a lead engineer. Successful clubs have a lead engineer, a committed faculty advisor and strong volunteer support.
16. The Outcome	For the pilot year, the organization of CE Clubs was a success. Our organizational plan was presented in an ASCE national webinar as a case study for starting clubs and may someday be used as a model for other states.
17. Ongoing Activity (Would you do it again?)	This past school year was the inaugural year of the organization of CE Clubs in Hawaii. We started the year with three clubs and ended with two clubs. For the next school year (2013- 14), we have four schools committed with possibly two others. We plan to continue our program for the years to come and anticipate the number of clubs to increase each year.
18. Speaker Contact Information (person from your Region who would be willing to speak about the Best Practice)	
Name	Jon M. Young, PE, LEED AP
Address	1287 Kalani Street, Suite 202 Honolulu, HI 96817
Phone Number	808.754.2931
Email	outreach.ascehi@gmail.com
19. Additional Comments	<p>To view additional information about the Civil Engineering Club, please view our monthly newsletters (links provided below).</p> <ul style="list-style-type: none"> • December 2012: http://p0.vresp.com/FQcQ1T • January 2013: http://p0.vresp.com/L8RJJa • February 2013: http://p0.vresp.com/4AgWb4 • March 2013: http://p0.vresp.com/2RnDzs • April 2013: http://p0.vresp.com/3RYG72 <p>-</p> <p>This Best Practice includes the following attachments:</p> <ul style="list-style-type: none"> • Photographs representing main activities of the club • Overall Program for the CE Clubs in Hawaii

- List of Volunteers for the 2012-13 School Year
- Career Shadowing Day Guidelines
- Student Handout for the Parking Lot Layout Design Contest

Photographs representing main activities of the clubs:



Club Meetings: Club meetings were held twice monthly on campus and after school. The typical meeting was between 60 to 90 minutes. Hands-on activities are the key to keeping students engaged. The ASCE CE Club guide has several activities with detailed instructions to get you started.



Guest Speakers: Professional engineers and others related to civil engineering took time out of their busy schedule to be guest speakers at the club meetings.



University of Hawaii Campus Visits: The club members had the opportunity to tour the engineering facilities at the University of Hawaii.



Career Shadowing: Engineering companies donated their time to provide the club members with a “day” in the life of a civil engineer.



End of Year Gathering: The End of the Year Gathering was attended by the clubs from Farrington High School and Saint Louis School and the ASCE University of Hawaii Student Chapter. Jon Young welcomed everyone to the event and got started by acknowledging all of the volunteers that made the year possible. Next, the two clubs presented their Parking Lot Layout Designs. While the judges tallied their results, the members of the clubs and the student chapter engaged in a 3D Tic Tac Toe competition. The judges provided critique of the designs and announced the Farrington High School CE Club as the winner of the contest. The day ended with a pizza lunch.



Civil Engineering CLUB



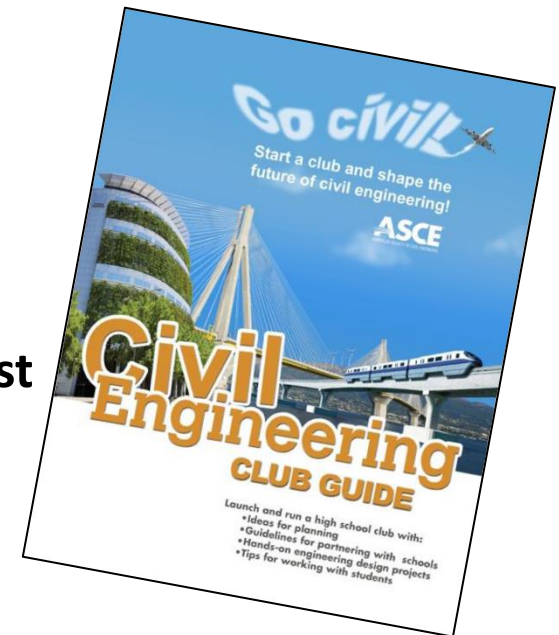


Civil Engineering Club

- sponsored by ASCE

What is Civil Engineering Club?

- After-school club for **High School** students
- Recommended for Students with expressed interest in engineering/STEM
- Student Centered
- Activity Based
- Vehicle for creating a sustainable partnership





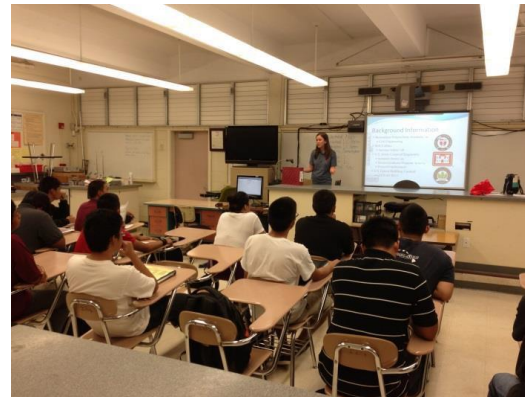
ASCE Hawaii Clubs

Hawaii Club Goals

- Develop an organization
- Provide a uniform experience
- Share resources
- Interact between schools

Hawaii Club Presentation

- Club activities
- Club schedule
- Newsletter



Goals for the Students

The club activities will accomplish the following goals:

- Learn the design process
- Improve problem solving abilities
- Improve written and spoken communications
- Improve time management
- Practice team work and respect for others
- Show appreciation
- Value giving back to your community
- Learn about college – opportunities, meet students

Club Activities

Club Meetings

- After school
- 60 to 90 minutes long
- Twice monthly



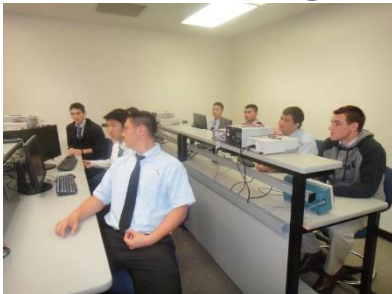
Meeting Agenda

Items:

- Club Business
- Guest Speakers
- Brain Teasers (i.e. SO ND JF ??)
- Activity (i.e. marshmallow tower)
- ASCE Module (i.e. bridges)
- Design Contest (i.e. parking lot layout)

University of Hawaii Campus Visit

- Visit Holmes Hall -- UH Manoa Campus
 - Learn about the college
 - Engineering labs
 - Classrooms
 - Meet college students



Priority are Juniors

Career Shadowing

- Visit Consulting Companies
 - Small group – 5 students maximum
 - See the inside of a consulting firm
 - Learn what engineers do
 - Understand the other professions that are needed to operate a consulting firm

Priority are Seniors



Site Visits

- Possibilities:
 - Construction Sites
 - Existing Facilities
 - Manufacturing Sites
- Where Applicable –
Discuss the
design process



Possible Site Visit: Rail
Project in Kapolei

Service Projects

- Club members are encouraged to participate in service projects to give back to the community
- Join the ASCE Student Chapter on their service projects
- Opportunity to meet UH students



Hahaione Stream &
Street Clean Up

Guest Speakers

- All speakers:
 - High school
 - College
 - Explain their decision
- Topics:
 - Careers
 - Project affecting their school
 - Other topics of interest to the clubs
- Guest speaker once a quarter



ASCE 2013-14 Engineering Module

Water Module:

- Water Sense Activity -- 1 meeting
- Engineered Water Supplies Activity -- 1 meeting
- Irrigation Activity -- 1 meeting
- Water Filtering Activity -- 2 meetings
- Optional speaker, field trip, or community service activities -- 1 – 3 meetings

The Saint Louis School club participated in the testing of the “Irrigation Activity”

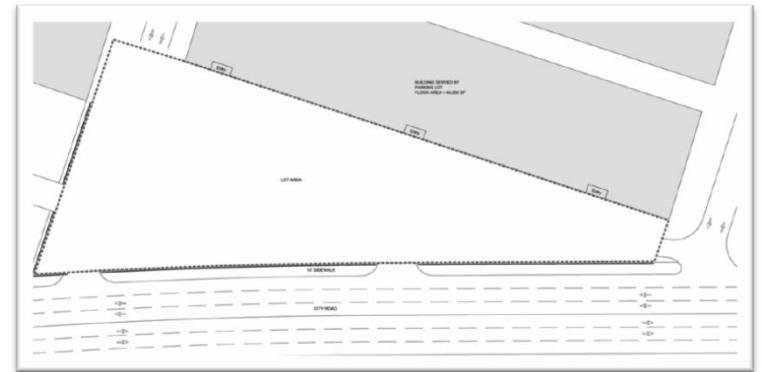


2013-14 Design Contest

Parking Lot Layout Design:

- Practice Lot -- 1 meeting
- Lot #1 and regulations -- 1 meeting
- Lot #2 and report format including costs -- 1 meeting
- Lot #3 and judging score sheet -- 1 meeting
- Select lot and CPM schedule – 1 meeting
- Work on project -- 1 – 4 meetings
- Top 3 designs will make a presentation at the end of year gathering

This year's parking lot to layout



Introduction to Parking Lot Design

Your Challenge:

Layout the stalls in a parking lot which best utilizes the available space for both vehicles and pedestrians. The goal is to maximize the number of parking stalls within the given area. The design must comply with all applicable design standards, as listed below.

Materials:

- Drafting Equipment
- SketchUp Drafting Software
- PowerPoint Presentation
- Final Design Display Board

Design Standards:

- City and County of Honolulu Land Use Ordinance (LUO)
 - Chapter 21 Article 6
 - Chapter 21 Article 4
- ADA Accessibility Guidelines
 - Section 4.1.2
 - Section 4.6

Other Considerations:

- Ease of vehicular movement
 - How many entries and exits
 - One-way or two-way traffic
- Ease of pedestrian movement
 - Create path between vehicles

Connection to the world:

Parking lots are part of everyday life. They are found at schools, businesses, shopping centers and other facilities. The goal of this exercise is to prepare a site and striping plan that could be incorporated into an actual set of construction plans used to build the parking lot.

You probably use a parking lot everyday. Have you ever wondered why the stalls were laid out the way they were?

The following will be part of the parking lot design contest:

You will learn and use the standards associated with the design of parking lots. Many requirements must be satisfied when you design a parking lot. You will use the design process to optimize and improve your design.



Brain Storm and Design

Go out and look at parking lots:

- Are stalls diagonal or perpendicular?
- Where are accessible stalls located?
- Can the driver easily maneuver?
- Is it easy for vehicles to get in/out?
- Where do the pedestrians walk?

Remember design requirements:

- What are the dimensions of the stalls?
- How many accessible stalls required?
- When are trees required?
- The access aisle must be how wide?
- Can the vehicles make all the turns?

Club T-Shirt Design Contest

- One design for the Hawaii clubs
- Club shirts will be in their school colors
- Design contest between clubs

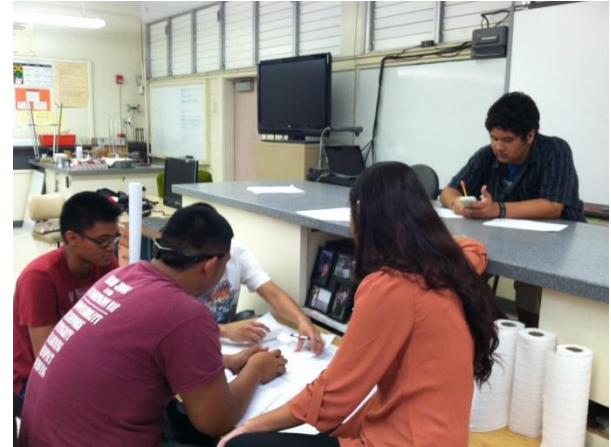


2012-13 Club t-shirt: design by
Farrington High School

Club Schedule

1st Quarter

- Club sign-up
- Club meeting (2 per month)
- Guest speaker
- UH campus visit (juniors)
- Club t-shirt design contest
- Start ASCE module
- Service projects (on-going)



2nd Quarter

- Club meeting (2 per month)
- Guest speaker
- Site visit
- Complete ASCE module
- ASCE student chapter fun and games
- Service projects
(on-going)



3rd Quarter

- Club meeting (2 per month)
- Guest speaker
- Career Shadowing (seniors)
- Start design contest
- Service projects (on-going)



4th Quarter

- Club meeting
(2 per month)
- Guest speaker
- Complete design contest
- Service projects (on-going)
- End of year gathering



End of Year Gathering

- Welcome and acknowledgements
- Design contest presentations
- 3D tic tac toe competition
- Awards:
 - 3D tic tac toe competition
 - West Point Bridge Design contest
 - Judges assessment of design contest entries
 - Design contest awards
- Lunch



CE Club Monthly Newsletter

Content:

- Message from the CE Club Coordinator
- Reports from each school written by the students
- My First Engineering Job
- Calendar of events for upcoming month
- Sponsors logos



ISSUE NO. 1
DECEMBER 2012

CE Club Monthly Newsletter

Distribution:

- Club members
- Club faculty and administration
- Club leaders in Hawaii and the other states
- University of Hawaii STEM staff
- Sponsors
- ASCE student chapter executive committee
- ASCE parent chapter members
- ASCE National CE Club staff

Hawaii Civil Engineering Clubs - 2012-13 Volunteers

Faculty Advisors Farrington

High School

- Bebi Davis, Physics/Robotics Teacher
- Bob Miller, Building and Construction Teacher
- Jeremy Seitz, IET Core Teacher
- Sunghwan Yi, Chemistry Teacher

Saint Louis School

- Dwayne Yamaguchi, Science Teacher
- Eric Young, School Community Liaison

Waipahu High School

- Bill Speed, Director, Academy of Engineering

Lead Engineers

- Farrington High School – Jon Young, Hawaii Asphalt Paving Industry
- Saint Louis School – Jon Young, Hawaii Asphalt Paving Industry
- Waipahu High School – Taka Kimura, Parsons Brinkerhoff

Parking Lot Layout Design Contest Team

- Mark Rau, dck pacific construction
(leader, student handout, report format, scoring sheet)
- Kristi Grilho, Belt Collins Hawaii
(practice lot)
- Jami Hirota, Sam O. Hirota, Inc. (plans
for lots 1, 2 and 3, judge)
- Clifton Miyasaki, Fukunaga & Associates, Inc.
(regulation handout, judge)
- Alan Okamoto, Hida, Okamoto & Associates, Inc. (sample
plan, unit costs, judge)
- Jon Young, Hawaii Asphalt Paving Industry (scoring
sheet, description of costs)

Career Shadowing

Taka Kimura, Parsons Brinkerhoff – Organizer

Participating Companies:

- AECOM
- CH2M Hill

University of Hawaii Campus Visit

Jon Young, Hawaii Asphalt Paving Industry – Organizer University of Hawaii at Manoa, College of Engineering

- Myhraliza Aala, S.T.E.M. Marketing and Public Affairs Officer
- Student Ambassadors:
 - Jonathan Kutsunai
 - Amanda So
 - Jacob Soares
 - Cathy Wong

Guest Speakers

- Martha Dawiczuk, Saint Louis School
- Beverly Ishii-Nakayama, SLSH
- Lara Karamatsu, Parsons Brinckerhoff
- Taka Kimura, Parsons Brinckerhoff
- Mark Watase, Mark Development, Inc.
- Jessica Wiggs, U.S. Army Corps of Engineers
- Michael Yee, Howard Hughes Corporation

Service Projects

ASCE Student Chapter, Community Service Committee:

- Kapiolani Street
- Leanne Sakamoto

Financial Support

- ASCE National
- ASCE Hawaii Section
- Geolabs, Inc.
- Sam O. Hirota, Inc.

End of Year Gathering

- Registration – Lynn Young, Substitute Teacher
- 3D Score Keeper – Michael Young, Math Teacher, Niu Valley Middle School
- Photographer – Lindsay Nakashima, Belt Collins Hawaii



ASCE Hawaii Section - Civil Engineering Club™ Activities

Corporate Job Shadowing

INTRODUCTION:

For the 2012-13 school year, ASCE National has started a pilot program of civil engineering clubs in the high school. In Hawaii, three schools – Farrington High School, Saint Louis School, and Waipahu High School – are participating in the pilot programs. Each club meets twice a month and does activities such as field trips, visit to the Holmes Hall and design contest. Corporate job shadowing is another activity that would be great to incorporate into to program.

The ASCE Civil Engineering Club Guide states that *“Civil Engineering Clubs are a great way for students to get to know civil engineering in an up close and personal way.”* One method of providing this experience to the participating students is to hold job shadowing days where students visit local civil engineering firms to see what happens in an actual engineering office and to speak with practicing civil engineers about their jobs. This provides a real world connection that allows students to see what their lives might be like if they pursue a career in civil engineering. It also allows them to ask questions and delve deeper into specific civil engineering disciplines that may interest them.

THE JOB SHADOWING PROGRAM:

The specific details of the job shadowing day will be largely up to the host company but the following are guidelines that should be followed to provide a similar experience for all students involved. Note that these guidelines are for the minimum that should be done during a shadowing day. Additional activities can be planned at the company’s discretion.

- Students participating in the Job Shadowing program will be high school students with a priority given to seniors.
- The recommended group size visiting any company on a given day is 5 students. However, each company has the discretion to have a smaller or larger group.
- Students will be responsible for transportation to and from the host company.
- Students will visit with multiple professionals during the day. A good guide is to have the number of participating professionals at least equal to the number of participating students. To get the most from their visit, it is suggested that each professional have a different role at the company to give the students a broad perspective. In addition to engineers, students can visit with CADD operators, planners, contractors, project managers, etc.
- A suggested time for visits with each professional is between 30 minutes to 60 minutes to be determined by the host company. Professionals are encouraged to have an interactive discussion with the students.
- Each company will assign a liaison to serve as the host. The liaison’s responsibilities will be:
 - Greet the students when they arrive
 - Give an introductory presentation that should include some company background, a short bio of each of the engineers that the students will shadow, and an explanation of day’s agenda.

- Facilitate the Job Shadowing flow by indicating when sessions are done and escorting students to the next visit. If desired, the host company may elect to assign one host engineer to each student who will be responsible for escorting their student from visit to visit.
- Hold a short closing meeting with all the students to thank them for coming, solicit feedback, answer any lingering questions, and ask for suggestions on how the experience could be improved.
- Take a group picture with the students and include the participating professionals if they are available.

Introduction to Parking Lot Design

Your Challenge:

Layout the stalls in a parking lot which best utilizes the available space for both vehicles and pedestrians. The goal is to maximize the number of parking stalls within the given area. The design must comply with all applicable design standards, as listed below.

Materials:

- Drafting Equipment
- SketchUp Drafting Software
- PowerPoint Presentation
- Final Design Display Board

Design Standards:

- City and County of Honolulu Land Use Ordinance (LUO)
 - Chapter 21 Article 5
 - Chapter 21 Article 4
- ADA Accessibility Guidelines
 - Section 4.1.2
 - Section 4.6

Other Considerations:

- Ease of vehicular movement
 - How many entries and exits
 - One-way or two-way traffic
- Ease of pedestrian movement
 - Create path between vehicles

Connection to the world:

Parking lots are part of everyday life. They are found at schools, businesses, shopping centers and other facilities. The goal of this exercise is to prepare a site and striping plan that could be incorporated into an actual set of construction plans used to build the parking lot.

You probably use a parking lot everyday. Have you ever wondered why the stalls were laid out the way they were?

The following will be part of the parking lot design contest:

You will learn and use the standards associated with the design of parking lots. Many requirements must be satisfied when you design a parking lot. You will use the design process to optimize and improve your design.



Brain Storm and Design

Go out and look at parking lots:

- Are stalls diagonal or perpendicular?
- Where are accessible stalls located?
- Can the driver easily maneuver?
- Is it easy for vehicles to get in/out?
- Where do the pedestrians walk?

Remember design requirements:

- What are the dimensions of the stalls?
- How many accessible stalls required?
- When are trees required?
- The access aisle must be how wide?
- Can the vehicles make all the turns?

Civil Engineering Clubs – Colorado Section

1. Section, Branch	Colorado Section
2. Section/Branch Size	Large
3. Project Contact	
Name	Roger Torres
Phone Number	(303) 698-3364
Email	socrapla@hotmail.com
4. Project Category	K-12 Student Outreach
5. Project Description	Civil Engineering Club in local High Schools
6. The Process (What you did, When and How)	<p>The Aurora West College Preparatory Academy of the Aurora Public school system has Civil Engineering, STEM, and COMPASS clubs which increase student engagement in technical disciplines and improve their education. The Aurora West Civil Engineering club, organized by ASCE, has increased student involvement with a design process which includes discussions on risk analysis and sustainability concepts tailored for high school students.</p> <p>Currently, the Aurora program is composed of 6 boys and 2 girls. The main activity of the club is to perform short civil engineering projects. The Aurora program has two active projects. The first project is an evaluation of a dam before, during and after construction using physical models and comparisons of theory and practice. The second project is the design of a greenhouse that includes research on productivity. The project first focused on the raised beds design (irrigation and drainage features) and later on the design of the green house itself. The students prepare reports and construction drawings as part of the learning experience for these projects. The ASCE Colorado Section continues to reach out to local companies for donations for support to increase further participation in this program. For more information about Colorado's Civil Engineering Clubs, please visit: http://coloradoasce.org/civengclub.html</p>
7. Those in Charge (Committee, Task Committee, Etc.)	Task Committee with Corporate Sponsorship
8. Time Frame (When Started, When Completed)	November 2015 - Present
9. Success Factors (The Parts that Worked Really Well)	Assembling models

10. Setback Factors (The Parts that did Not Work Well)	Long speeches
11. Creativity (This is something off the wall that we did)	Our team influenced the school to create classes that focus on engineering, including robotics and bridge designs. The response from the school to include engineering classes was well received.
12. Administration (What was most Important?)	School Teachers
13. Follow-Up (What was most important?)	Engineering classes are included on the school curriculum.
14. Recommendations (What you should ALWAYS do with this project?)	Simplified engineering concepts and visit engineering organizations such as Bureau of Reclamation.
15. Cautions (What you should NEVER do with this project?)	Long explanations
16. The Outcome	Report writing
17. Ongoing Activity (Would you do it again?)	Yes
18. Speaker Contact Information (person from your Region who would be willing to speak about the Best Practice)	
Name	Roger L. Torres
Address	677 S. Lincoln St.
Phone Number	303-698-3364
Email	socrapla@hotmail.com
19. Additional Comments	<p>This Best Practice includes the following attachments:</p> <ul style="list-style-type: none"> • Photos of civil engineering club events



Aurora Public Schools Career Trek 2016



Aurora West HS visiting USBR Soil Mechanics laboratory 2005

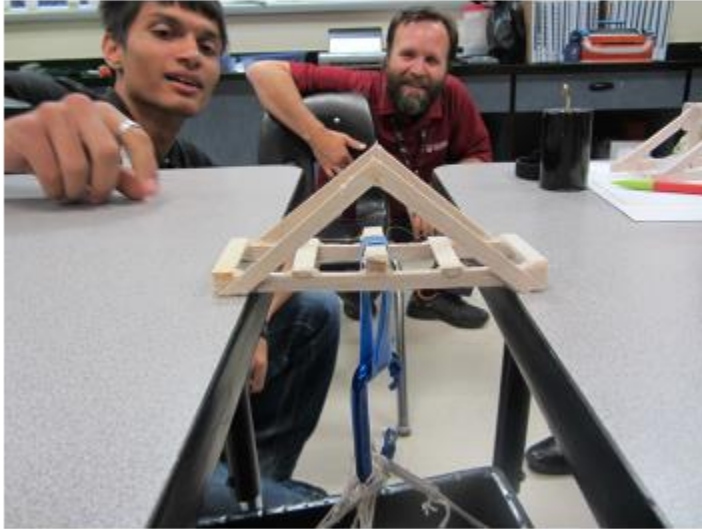


Triaxial equipment to determine shear strength of a soil



Understanding the plasticity of soils

View w/load 7 (better than expected)



Aurora West HS, Testing the bridge near failure

Dream Big: Engineering our World

1. Section, Branch	Illinois Section
2. Section/Branch Size	Large
3. Project Contact	
Name	Don Wittmer – “Dream Big” Event Committee Chair Kris Salvatera – Student Outreach Committee Chair Monica Crinion – Younger Member Group Chair
Phone Number	
Email	Don Wittmer – dwittmer@hntb.com Kris Salvatera – ksalvatera@cmtengr.com Monica Crinion – mcrinion@wbkengineering.com
4. Project Category	K-12 Student Outreach
5. Project Description	Civil Engineering Club in local High Schools
6. The Process (What you did, When and How)	<p>The ASCE Illinois Section hosted an “invitation only” early premiere of Dream Big: Engineering our World on February 16th, 2017 at the Museum of Science and Industry in Chicago, IL. Around 80 middle school students and their teachers / parents were guests of the Section and several industry leaders in our local agencies attended including the Illinois Department of Transportation, Chicago Department of Transportation, Cook County Department of Transportation and Highways, Kane County Division of Transportation, Metropolitan Water Reclamation District, and Illinois Tollway. The event included a reception with heavy appetizers and beverages and four stations of hands-on activities for middle school students to try out. These engineering activities were available before and after the screening of the film and were led by the IL Section’s Younger Members and Student Members. The movie began at 7:15 pm with a welcome by the Illinois Section President John Lazzara and a brief history of the film by Illinois Section Past President Don Wittmer. Following the showing, the reception continued with much discussion of the movie focusing on everyone’s favorable reviews of the film. Dream Big posters, buttons and other goodies were given to all attendees as they left. Attendees left with a positive impression of film and were encouraged to tell their friends to attend. Both the middle school students and the senior practicing engineers in attendance were inspired to promote engineering after this film premier event. We are grateful for sponsorship from over 25 corporates, volunteer organizations and individuals that allowed us to host this special event inspiring the engineers of tomorrow.</p>
7. Those in Charge (Committee, Task Committee, Etc.)	<ul style="list-style-type: none"> ▪ <u>Don Wittmer, Committee Chair</u>: Don was the overall event organizer and led our team of committee volunteers. He organized the regular conference calls and was responsible for coordinating with ASCE

National so that we could show the film 1-day earlier than the national premier.

- Kris Salvatera, Activities Coordinator: Kris planned all the hands-on activities during the event. He selected four hands-on activities including Straw Bridge, Toxic Popcorn, Highway Interchange and a Groundwater Infiltration Table. The activities educated students on structural, environmental, transportation and water resource principles that we use every day in engineering practice. Kris was also responsible for enlisting the ASCE Student Member volunteers to help run the educational activities.
- Dhooli Raj, Fundraising Coordinator: Dhooli campaigned tirelessly to get the much-needed corporate sponsorship to host this event. She secured \$9,500 in donations from 36 Chicagoland area A/E firms and several individuals to make this event possible. She created sponsorship fliers and table tent cards to recognize our generous sponsors at the event and organized the registration table to ensure all professionals and students had nametags to encourage networking and interaction at the premier.
- Chris King, John Lazzara & Mike MacKinnon, Publicity & Promotion: Chris, John and Mike were critical to promoting the event to the local Chicago press outlets as well as recruiting officials from public engineering entities such as Chicago Department of Transportation, Illinois Department of Transportation, Cook County, etc. John Lazzara worked with his firm's marketing department to create the Dream Big flyer used to promote the event. He and Don Wittmer gave an introduction of ASCE and sponsor recognition prior to the official screening of the film.
- Monica Crinion, ASCE/MSI Event Liaison: Monica coordinated all catering and rental logistics with the Museum of Science and Industry. She confirmed the event space location, timing, catering requests (food and beverage), and the event space layout to accommodate the student activities and business professional networking. In addition, she recruited ASCE Younger Members to participate as student activity volunteers and also helped with the review and editing of all event promotional materials.
- Thera Baldauf, Middle School Contact: Thera reached out to numerous middle schools in the area to recruit students and teachers to attend the movie premier. Over 100 students, teachers and parents attended the event for free where they were able to learn engineering principles from hands on activities, view the new Omnimax Dream Big film and enjoy heavy appetizers and soft drinks while interacting with engineering professionals and ASCE collegiate students.

8. Time Frame (When Started, When

The committee began planning for the Dream Big Event in early December 2015. We held bi-monthly conference calls to coordinate, stay on top of dates

Completed)

and deadlines, and update the to-do list of tasks. In addition, we sent out weekly emails to keep committee members updated on the status of items and solicit suggestions and input. By mid-December we had confirmed the Museum of Science and Industry (MSI) would be showing the film and could provide a space for us to host the event. Don coordinated with ASCE National and DiscoverE to allow us to show the film on February 16th (one day prior to the nationwide release). Upon event date confirmation in mid-January, we began coordinating venue and catering logistics with MSI. The final promotional material and flyers were created by January 26th at which time we began promoting the event to the press and local engineering agencies and soliciting corporate sponsorships and donations by phone and email. Thera took the promotional material and emailed and called local Chicago schools to find a diverse mix of students to attend the event. Kris finalized the selection of hands-on activities and ordered supplies by January 31st and began recruiting ASCE student members and ASCE Younger Members to staff the activities. The volunteer, sponsor, engineer, student, teacher and parent attendee headcount were finalized on February 15th. At this time, after several weeks of menu and space staging coordination, the final catering contract was signed and the floor plan finalized as well. On the day of the premier event, 14 ASCE Illinois Section members, 8 Illinois Section Younger Members and 15 ASCE Student members from the Illinois Institute of Technology (IIT), University of Illinois at Chicago (UIC) and Northwestern University (NU) volunteered their time to ensure the event success. Volunteers worked at the registration table, staffed the student activities booths, and mingled with parents and teachers to create an inclusive and welcoming environment.

9. Success Factors
(The Parts that Worked Really Well)

The student activity booths were a huge hit! Having the activities set up for the kids to try before the film screening allowed for them to stay occupied and engaged prior to the viewing. After viewing the inspiring Dream Big movie, the students could go back out to continue learning and testing out civil engineering principles. The four different activities staged around the event space allowed spread out the students among the professions and allowed for a diversity of civil engineering topics to be covered. The participation of the ASCE Student members was also a highlight of the evening. They staffed all of the student activity booths along with the ASCE Younger Members and were interactive and engaging with the middle school students in attendance. Since the event also attracted ASCE Illinois Section members, it gave the ASCE student members and opportunity to network and connect with professionals.

10. Setback Factors
(The Parts that did Not Work Well)

The hard work by the planning committee along with generous financial backing was critical to the success of the event. There were so many moving parts and coordination items to cover, that without the input and leadership of the 8 committee members, the event would have never made it past the idea phase. The Museum of Science and Industry was the perfect venue to host the event, however the downtown Chicago space was not cheap to rent. It was essential to the committee and the Illinois Section that we be able to offer this event free of charge to the students and teachers, so the corporate

	<p>sponsorships, IL Section funding and the ASCE National grant were crucial to making the premier screening possible.</p>
<p>11. Creativity (This is something off the wall that we did)</p>	
<p>12. Administration (What was most Important?)</p>	
<p>13. Follow-Up (What was most important?)</p>	
<p>14. Recommendations (What you should ALWAYS do with this project?)</p>	
<p>15. Cautions (What you should NEVER do with this project?)</p>	
<p>16. The Outcome</p>	<p>A unique partnership with local engineering organizations led by the ASCE Illinois Section brought together professionals, ASCE student member from local universities and middle school students to promote the engineering profession. With an early screening of the Dream Big film and hands-on engineering activities, we hoped to inspire potential future engineers and define a vision for the engineering of tomorrow. The Dream Big film remains at the Museum of Science and Industry through February 2018 for others to watch and learn about engineering.</p> <p>The ASCE Illinois Section hosted an “invitation only” early premiere of Dream Big: Engineering our World on February 16th, 2017 at the Museum of Science and Industry in Chicago, IL. Around 80 middle school students and their teachers / parents were guests of the Section and several industry leaders in our local agencies. With an early screening of the Dream Big film and hands-on engineering activities, we hoped to inspire potential future engineers and define a vision for the engineering of tomorrow. The Dream Big film remains at the Museum of Science and Industry through February 2018 for others to watch and learn about engineering. A video was created by the Illinois Section after the event as a recap and to promote the Dream Big Film and future ASCE Student Outreach initiatives. A link to the video is below. https://www.facebook.com/157603771107643/videos/618499218351427/</p> <p>A video was created by the Illinois Section after the event as a recap and to promote the Dream Big Film and future ASCE Student Outreach initiatives. A link to the video is below. https://www.facebook.com/157603771107643/videos/618499218351427/</p> <p>A link to the promotional brochure use to advertise the event to sponsors and the middle school students is below. http://www.isasce.org/wp-content/uploads/2017/01/DREAM-BIG_Invitation_FINAL.pdf</p>

17. Ongoing Activity
(Would you do it again?)

18. Speaker Contact Information
(person from your Region who would be willing to speak about the Best Practice)

Name

Address

Phone Number

Email

19. Additional Comments

STEM Middle School Introduction to Engineering

1. Section, Branch	Colorado/Southern Colorado
2. Section/Branch Size	
3. Project Contact	
Name	Liz Staten
Phone Number	719-291-7102
Email	liz.staten@hdrinc.com
4. Project Category	K-12 Student Outreach
5. Project Description	The Branch developed a presentation to introduce students to Civil Engineering
6. The Process (What you did, When and How)	The STEM coordinator reached out to the Branch leadership through the Branch website. The President and Vice-President volunteered to lead this effort for the Branch. They met with the teacher for the STEM class to discuss the student experience with engineering. This class consisted of 7 th and 8 th grade girls who excelled in math and science and who would be first time college students in their families. The team then developed an “Introduction to Civil Engineering” presentation that discussed the various disciplines available to a graduate engineer. These included: Structures, Geotech, Stormwater, Roadway, Rail, Traffic, Water, and Waste Water. Also included where classes to focus on in High School, and College like math and sciences, but to also include public speaking and writing.
7. Those in Charge (Committee, Task Committee, Etc.)	Student Outreach
8. Time Frame (When Started, When Completed)	Developed the presentation in a couple of weeks. Presented to multiple classes over a 2-year period.
9. Success Factors (The Parts that Worked Really Well)	Bringing Candy helped the students interact and ask questions. ASCE has recourses for information and graphics.
10. Setback Factors (The Parts that did Not Work Well)	The STEM coordinator at the school we worked with only had a two year grant, and the class didn’t continue.
11. Creativity (This is something off the wall that we did)	Discussing Waste Water engineering horrified some students, but it helped them understand how engineers are great for the environment.

12. Administration (What was most Important?)	Like most things, having someone with a passion for the program helps it succeed in a voluntary organization
13. Follow-Up (What was most important?)	Reaching out to other schools and STEM coordinators in your area can help build a great program. Have multiple members involved so the practice continues for years. The State’s Department of Education has STEM programs listed throughout the state. The Branch will be reaching out to these coordinators in the new school year to expand the program.
14. Recommendations (What you should ALWAYS do with this project?)	Have enthusiastic engineers to present a positive view of engineering.
15. Cautions (What you should NEVER do with this project?)	
16. The Outcome	Exposed many students who had never heard of engineering to a valuable career.
17. Ongoing Activity (Would you do it again?)	This was a very rewarding opportunity.
18. Speaker Contact Information (person from your Region who would be willing to speak about the Best Practice)	
Name	
Address	
Phone Number	
Email	
19. Additional Comments	



Civil Engineers

Civil engineers **plan, build, and manage** the infrastructure within our society and preserve the environment.



Civil Engineering Specialties

- Structural (Buildings/Bridges)
- Transportation
(Roadway/Traffic/Railroad/ Airports)
- Water/Waste Water
- Stormwater
- Geotechnical
- Environmental
- Planning

The Engineering Profession

Project Design:

- Surveying
- Design of Improvements
- Construction Drawings
- Specifications
- Cost Estimate

The Engineering Profession

Construction:

- Bidding on Design
- Construction Management
- As Built Drawings



Digital Outreach Live Panel Event

1. Section/Branch	Central PA YMG
2. Section/Branch Size	Small
3. Project Contact	
Name	Danielle Schroeder
Phone Number	N/A
Email	danitheengineer.asce@gmail.com
4. Project Category	K-12 Student Outreach
5. Project Description	This project involved hosting a virtual outreach event for students in the Greater Philadelphia and Central PA area schools to discuss civil engineering.
6. The Process (What you did, When and How)	<p>Worked in collaboration with the ASCE Philadelphia YMF K-12 Outreach co-chairs to hold a collaborative event. The event had 7 panelists and over 50 attendees from both the Philly and Central PA area schools. For outreach of the event, we reached out to the Philadelphia STEM Ecosystem as well as ENGINE (Empowering Next Generation of Innovators and Entrepreneurs) of Central PA. In the RSVP form, we asked the following questions:</p> <p>Email address to send Zoom link to</p> <p>Approximately how many students will be joining from this location?</p> <p>What questions would you like our Civil Engineering panelists to cover?</p> <p>The last question was especially helpful as we then had preset questions from those who were tuning in case there was a pause in the beginning.</p> <p>Form also included the materials for the activity that each student would need as well as the following note: “NOTE: If you are not able to obtain these materials for each student, you are more than welcome to sign off the call after the Panel Portion or to watch the hands-on demonstration without replicating the activity.”</p> <p>The panel included civil engineers in a variety of fields and covered topics including the engineering design process, current challenges facing our infrastructure in this 21st century, and favorite part of being an engineer. We closed out this event with a hands-on demonstration of Fireworks in a Jar. (https://www.youtube.com/watch?v=JgNOuNh00kg).</p> <p>A week after the event, an email was sent with some follow up links about</p>

	model examples, free software, sinkholes detection by geophysical methods, and recommended ASCE activities to further learn about civil engineering.
7. Those in Charge (Committee, Task Committee, Etc.)	Section President and Philadelphia YMF K-12 Co-chairs
8. Time Frame (When Started, When Completed)	One-hour presentation, 15 minutes for introduction slides and panelist introductions, 30 minutes panel portion, 15-minute Hands-on Activity About 4 hours of preparation time for slide creation and panelists coordination.
9. Success Factors (The Parts that Worked Really Well)	Panel portion went great! One of the panelists also served as moderator to direct questions to specific panelists to keep the conversation going.
10. Setback Factors (The Parts that did Not Work Well)	Different Teachers tuning in had different expectations of what they wanted their students to do (have their video on/off, unmute to ask questions/only use the chat to ask questions, etc.) We ultimately kept mentioning to please see the chat to see the specific instructions from your teacher.
11. Creativity (This is something off the wall that we did)	You can take advantage of the virtual setting since the panelists are not tuning in from the same location. For example, one of our panelists is from Michigan. It was really awesome to have civil engineers from different states to share their perspective.
12. Administration (What was most Important?)	Utilizing our local STEM Ecosystems: https://stemecosystems.org/
13. Follow-Up (What was most important?)	Coordinate with the schools and STEM Ecosystems early and often.
14. Recommendations (What you should ALWAYS do with this project?)	Ask about recording of the event in the RSVP form.
15. Cautions (What you should NEVER do with this project?)	Having too many introduction slides which can lose the interest of the students.
16. The Outcome	Students gain a better understanding of what a Civil Engineer does and consider a career in engineering.
17. Ongoing Activity (Would you do it again?)	Yes
18. Speaker Contact Information (person from your Region who would be willing to speak about the Best Practice)	
Name	Danielle Schroeder
Address	N/A

Phone Number	danitheengineer.asce@gmail.com
Email	
19. Additional Comments (We strongly recommend attaching relevant photos and graphics)	Happy to discuss this further with anyone who plans to host a similar K-12 Outreach Event!

Resume Preparation – Buffalo Section

1. Section, Branch	Buffalo Section
2. Section/Branch Size	Medium
3. Project Contact	
Name	Jason Havens
Phone Number	(716) 852-2100
Email	JHavens@ClarkPatterson.com
4. Project Category	College Student Outreach
5. Project Description	Younger Members offer to review the resumes of students within the University at Buffalo ASCE Student Chapter as the students are preparing to graduate and search for jobs or internships.
6. The Process (What you did, When and How)	<p>Traditionally, every year, the students prepare a book of resumes prior to the ASCE Buffalo Section March meeting, which has been the joint Section-Student Chapter meeting for many years. It was noted that often the preparation of the resumes appeared rushed and spelling/formatting issues were noted. Also, it was the desire of the Younger Members to remain involved with the Student Chapter and hopefully, provide the transition of Student Members to full- fledged members of the Section upon graduation.</p> <p>In advance of the actual review event, Kelly Pilarski, as project organizer, publicized the effort to the Student Chapter and the Younger Members through presentations at meetings, email announcements to the Students and Younger members that resumes would be reviewed and asked for volunteers from the Younger Member group. At the same time, the Students were asked to prepare their resumes and submit to the project organizer at least a week prior to the actual review event. Upon receipt, each resume was assigned to be reviewed by at least two Younger Members (to provide at least two different perspectives). A week later, the Younger members met with the Student Chapter and one-by-one, the students met with the YMs who reviewed their resumes and received comments and feedback. This allowed students to take consideration of comments and have enough time to incorporate, if necessary, into their resumes prior to the preparation of the resume book. At the same event, a general Powerpoint presentation was given by one of the YMs to highlight comments that applied to several resumes.</p>
7. Those in Charge (Committee, Task Committee, Etc.)	Head of Younger Member Group and Student Chapter President.

8. Time Frame (When Started, When Completed)	Announcements for volunteers and student resumes were made in January, review event held in mid-February, preparation of resume book was completed in March in time for the joint Section-Student Chapter meeting.
9. Success Factors (The Parts that Worked Really Well)	Students who came to the meeting to receive comments on their resumes were generally receptive to the feedback that they received and asked lots of questions. In some cases, their questions ranged from exactly how many jobs to put on their resumes to what amount of detail they should include.
10. Setback Factors (The Parts that did Not Work Well)	Some students who submitted resumes were not able to attend the meeting. Markups of their resumes were left with the student officers to pass back onto the members that weren't there, but not sure if they ever received the comments. Also, we could have used a few more YM volunteers, but this was the first year that this was held, so we expect that as the program continues, especially with many of the former students becoming Younger Members, that the volunteer pool will expand.
11. Creativity (This is something off the wall that we did)	
12. Administration (What was most Important?)	One project coordinator to receive all resumes and distribute to YMs for review.
13. Follow-Up (What was most important?)	Discussions with student chapter officers to evaluate success of event. In our case, the feedback that was received was that the students in general appreciate the time and effort of the Younger Members in reviewing and provide comments on their resumes.
14. Recommendations (What you should ALWAYS do with this project?)	Allow enough time for YM to review resumes prior to the actual review event.
15. Cautions (What you should NEVER do with this project?)	
16. The Outcome	Resume book from the students incorporated many changes and as a result, many of the previously noted spelling errors were eliminated, resumes were revised to better target the jobs that the students were looking for, and the students felt more confident about their ability in seeking internships or full-time positions.
17. Ongoing Activity (Would you do it again?)	
18. Speaker Contact Information (person from your Region who would be willing to speak about the Best Practice)	
	Name
	Address

Phone Number

Email

**19. Additional
Comments**

Shadow Program – Buffalo Section

1. Section, Branch	Buffalo Section
2. Section/Branch Size	Medium
3. Project Contact	
Name	Athena Hutchins
Phone Number	(716) 847-2450
Email	ahutchins@niitec.org
4. Project Category	College Student Outreach
5. Project Description	Shadow Program The program gives students an opportunity to see what civil engineers do. Several civil engineering students do not actually know what occurs in a real-life civil engineering job. By pairing up with a practicing engineer, they can get a feel of what the job can actually encompass.
6. The Process (What you did, When and How)	Met with the Student Chapter and explained the program. Solicited volunteers from our membership to allow students to shadow them. Compiled a list of students and their area of practice they were most interested in and paired them with a member.
7. Those in Charge (Committee, Task Committee, Etc.)	Athena Hutchins and Student Chapter President
8. Time Frame (When Started, When Completed)	Fall and Spring Semester
9. Success Factors (The Parts that Worked Really Well)	The actual day of shadowing was a success for each participant.
10. Setback Factors (The Parts that did Not Work Well)	Students were tasked with coordinating their schedules with our volunteers. Several students did not follow-up and schedule their shadow times.
11. Creativity (This is something off the wall that we did)	
12. Administration (What was most Important?)	Trying to obtain volunteers for the students to shadow and pair up students with their field of interest.
13. Follow-Up (What was most	The students were asked to submit a survey on the experience.

important?)	
14. Recommendations (What you should ALWAYS do with this project?)	
15. Cautions (What you should NEVER do with this project?)	
16. The Outcome	This was successful program that the Buffalo Section will continue.
17. Ongoing Activity (Would you do it again?)	
18. Speaker Contact Information (person from your Region who would be willing to speak about the Best Practice)	
Name	
Address	
Phone Number	
Email	
19. Additional Comments	<p>This Best Practice includes the following attachments:</p> <ul style="list-style-type: none"> ASCE Shadow Program Questionnaire

ASCE SHADOW PROGRAM

Please complete the following questionnaire and email to Athena Hutchins ahutchins@nittec.org. Your feedback is appreciated.

Did you learn something about civil engineering?

Did the shadow program help you with your career direction?

What was the most interesting topic you discussed?

How long was the shadow?

Was it long enough?

Would you participate again?

Would you recommend this program to others in your class?

Do you have any suggestions on how to improve the shadow program?

Other comments?

University of Washington Scholarship – Seattle Section

1. Section, Branch	Seattle Section
2. Section/Branch Size	Large
3. Project Contact	
Name	Ken DeBord
Phone Number	(425) 237-2546
Email	kenneth.j.debord@boeing.com
4. Project Category	College Student Outreach
5. Project Description	Provided scholarship for University of Washington (UW) student
6. The Process (What you did, When and How)	I made contact with the UW Civil and Environmental Engineering (CEE) Department Chair, Craig Benson, at a Section meeting, informing him that we would like to give a \$1000 scholarship to a civil engineering student this year. He then had the UW Foundation contact me to make arrangements to fund it.
7. Those in Charge (Committee, Task Committee, Etc.)	The focal team, including myself, Steve Murphy, Jose Ramos, Karen Dix-Colony, and Mike Mohaghegh.
8. Time Frame (When Started, When Completed)	January to April 2009
9. Success Factors (The Parts that Worked Really Well)	The focal team talked about it before I met the UW CEE Department Chair, so I was able to offer it to him when I first met him.
10. Setback Factors (The Parts that did Not Work Well)	
11. Creativity (This is something off the wall that we did)	
12. Administration (What was most Important?)	Knowing ahead of time what funds we had to disperse and getting agreement amongst ourselves before the event presented itself.
13. Follow-Up (What was most important?)	Keeping in contact with the UW Foundation

14. Recommendations (What you should ALWAYS do with this project?)	
15. Cautions (What you should NEVER do with this project?)	
16. The Outcome	A civil engineering student was able to continue his studies that quarter because of the scholarship. Otherwise he would have had to drop out (as reported by the UW Foundation).
17. Ongoing Activity (Would you do it again?)	
18. Speaker Contact Information (person from your Region who would be willing to speak about the Best Practice)	
Name	
Address	
Phone Number	
Email	
19. Additional Comments	

Student Ski Day – Vermont Section

1. Section, Branch	Vermont Section
2. Section/Branch Size	Small
3. Project Contact	
Name	Amanda Hanaway-Corrente, President
Phone Number	(401) 374-8857
Email	amanda.hanaway@gmail.com
4. Project Category	College Student Outreach
5. Project Description	We organized a Student Ski Day event for the three Student ASCE Chapters in Vermont where the ski passes were provided at a reduced cost and a lunch presentation was provided. The lunch presentation was given by an associate at a local engineering firm, Greg Edwards of Stantec, about the non-technical skills necessary for engineering and management.
6. The Process (What you did, When and How)	We applied for a grant through ASCE by focusing the presentation on a couple of their strategies – The Leader Involvement Strategy and the Competency Strategy. We organized a group rate with a local ski area, Sugarbush. We contacted Greg Edwards about making the presentation. We reserved a room at Sugarbush for the lunch presentation and organized the lunch to be catered with pizza provided by Sugarbush. We knew that the only way to get a good turnout with the students was to provide the ski day at a very minimal cost (\$12). We contacted the Student Chapter Board of Directors and Supervisors and asked them to promote the event and let us know how many people will be attending from their prospective schools.
7. Those in Charge (Committee, Task Committee, Etc.)	It took the effort of the Section President, President-Elect, and the UVM, Norwich, and VTC Student Practitioner Advisors.
8. Time Frame (When Started, When Completed)	We started organizing in December of 2007 and held the ski day in February of 2008.
9. Success Factors (The Parts that Worked Really Well)	We had a great turn-out and the students found the presentation very informative. More importantly, having a room all to ourselves all day allowed for the students from the various schools to come and go as they please and leave all their stuff in the same room. Students of different schools met each other and hung out and bonded over the experience.
10. Setback Factors (The Parts that did Not)	The only issue was with RSVPs. We needed a good head count to give to Sugarbush because we had to buy the tickets all together to get the group rate and to order food for lunch. In all of my experiences with students, they

Work Well)	are completely unreliable. We had a ton of last minute additions and cancellations and no-shows.
11. Creativity (This is something off the wall that we did)	
12. Administration (What was most Important?)	The essential administration was the Student Practitioner Advisors who kept open the lines of communication between the event organizers and the participants at all steps along the way. Also, the administrative work that went into applying for the grants was essential.
13. Follow-Up (What was most important?)	Talking with the students about active participation in the society after graduation occurred during the event as well. We followed up with the students who showed interest and now two of them hold active positions with our section (webmaster and newsletter editor)
14. Recommendations (What you should ALWAYS do with this project?)	Take pictures and talk to the students about what more they can do for the society. The pictures help to get funding for future years.
15. Cautions (What you should NEVER do with this project?)	Get knee surgery a month beforehand and have to sit in the lodge all day (my personal experience).
16. The Outcome	VERY, VERY successful. We used all the grant money and had about 50 students come out for the event.
17. Ongoing Activity (Would you do it again?)	We are currently drafting up a letter to send to the engineering companies in Vermont asking if they would like to sponsor the event and provide promotional material to be handed out and/or present to the students during lunch.
18. Speaker Contact Information (person from your Region who would be willing to speak about the Best Practice)	
Name	
Address	
Phone Number	
Email	
19. Additional Comments	This Best Practice includes the following attachments: <ul style="list-style-type: none"> • Photos of the event



Life Member Scholarship – Phoenix Branch

1. Section, Branch	Arizona Section, Phoenix Branch
2. Section/Branch Size	Small
3. Project Contact	
Name	Jason Mikkelsen
Phone Number	602-522-7700
Email	jason.mikkelsen@hdrinc.com
4. Project Category	College Student Outreach
5. Project Description	Life Member Scholarships
6. The Process (What you did, When and How)	<p>Similar to many branches, each Phoenix Branch member who reaches Life Member status in a given year is recognized and provided an ASCE certificate for their participation in the Society. However, these Life Members are also invited to a luncheon and asked if they would like to make a donation of \$200 to provide a scholarship in their honor to a local member of the ASU Student Chapter. For each Life Member that contributes, the Phoenix Branch provides a matching amount of \$200, for a total scholarship of \$400 per contributing Life Member. The number of contributing life members determines the number of scholarships available to students. The program is funded by the excess revenue from monthly Branch luncheons.</p> <p>A simple scholarship application is sent out to the local Student Chapter at the same time that the Life Members are notified of their Society status. The application is not academic-related and simply requires a short-written essay describing the applicant's past, present, and future as related to civil engineering with questions such as "What inspired you to study civil engineering", "Why do you want to be a civil engineer", and "Where do you see yourself in the future". The applications are ranked independently by each Branch Board Member, and the top applicants (based on the number of scholarships available) are notified of their selection.</p> <p>The selected students must attend the Life Member luncheon and are seated with the Life Member in whose honor they are receiving a scholarship, where they have an opportunity to learn about each other. During the luncheon, each Life Member is honored and presented their Society certificate, and then has the opportunity to present the student selected for the scholarship</p>

	in their name with a certificate and a check. The students and Life Members are provided with contact information for each other and are encourage to stay in touch.
7. Those in Charge (Committee, Task Committee, Etc.)	President and President-Elect
8. Time Frame (When Started, When Completed)	Started in 2005 by former Board Members. Provided annually, February – April. Ongoing.
9. Success Factors (The Parts that Worked Really Well)	Participation and matching contributions by Life Members has been outstanding.
10. Setback Factors (The Parts that did Not Work Well)	<ul style="list-style-type: none"> • Sometimes students have to be encouraged multiple times to apply for the scholarships. • The Branch budget for upcoming years will have to account for a large anticipated increase in the number of Life Members or limit the number of scholarships available.
11. Creativity (This is something off the wall that we did)	
12. Administration (What was most Important?)	Obtaining the list of Life Members and certificates from ASCE Headquarters early and correlating the list with the local database.
13. Follow-Up (What was most important?)	Contacting each Life Member to determine their attendance and participation. Contacting student practitioner advisors and faculty advisors to make sure that the scholarship application is adequately distributed.
14. Recommendations (What you should ALWAYS do with this project?)	Thank the Life Members profusely.
15. Cautions (What you should NEVER do with this project?)	Take it lightly.
16. The Outcome	Thousands of dollars awarded to students each year and a great way to honor the past and future of ASCE Members.
17. Ongoing Activity (Would you do it again?)	Yes, annually.
18. Speaker Contact Information (person from your Region who would be willing to speak about the Best Practice)	
Name	Jason Mikkelsen

Address	HDR Engineering, Inc. 3200 E Camelback Rd. Suite 350 Phoenix, AZ 85018
Phone Number	602.522.7700
Email	jason.mikkelsen@hdrinc.com
19. Additional Comments	

Student Gala – Maine Section

1. Section, Branch	Maine Section
2. Section/Branch Size	Medium
3. Project Contact	
Name	Will Haskell, PE, M. ASCE
Phone Number	(207) 657-6910 (207) 318-7052
Email	whaskell@gorrillpalmer.com
4. Project Category	College Student Outreach
5. Project Description	Planning a successful “Annual Student Gala: Bridge to the Profession” event
6. The Process (What you did, When and How)	Earlier versions of this event began back in 2004. The current format, which is still evolving, was started in April 2011. This event focuses on the graduating seniors at the University of Maine Civil Engineering Program. Senior civil engineering students have a class called the senior capstone project where the break into teams to complete a real engineering project. At the Gala event, the student teams present their project to a panel of judges made up of representatives from local engineering firms. There are cash prizes for the top three teams and the winning team gets their name engraved on the Gala-Cup. The presentations are followed by catered meal where the students get to network with Maine Section members and representatives from local engineering firms.
7. Those in Charge (Committee, Task Committee, Etc.)	Student Advisor/Practitioner, Student Chapter and Board Members
8. Time Frame (When Started, When Completed)	This is an annual event scheduled in April. Planning for the event begins in August of the prior year.
9. Success Factors (The Parts that Worked Really Well)	1. Providing cash prizes to the top three student teams and raffle prizes provided by local engineering firms; 2. Designating a master of ceremonies to keep the event rolling and on schedule; 2. Inviting the student’s parents to the event so they can participate in their student’s accomplishments.
10. Setback Factors (The Parts that did Not Work Well)	Scheduling the event during Maine high school vacation week, which created a conflict with several Maine Section Board members. Unfortunately, this may not be avoidable because of timing relative to final exams and the end of the semester.
11. Creativity (This is something off the	1. Purchased a large trophy cup that will be engraved each year with the winning team’s name and displayed in the Civil Engineering Department awards case; 2. Hand out bundles of cash to the winning teams.

wall that we did)	
12. Administration (What was most Important?)	1. Scheduling the venue as early as possible; 2. Sending out invitations to the student's parents; 3. Coordinating with National to get the President or President-Elect to come to the event.
13. Follow-Up (What was most important?)	Always coordinate and follow up regularly with the Civil Engineering Department at the college/university when setting the date for the event and planning the agenda so there are no conflicts with critical exams, or other important school functions.
14. Recommendations (What you should ALWAYS do with this project?)	1. Involve the Civil Engineering Department staff in the event; 2. Coordinate the event with a visit from the ASCE President or President-Elect.
15. Cautions (What you should NEVER do with this project?)	Begin planning it two months in advance.
16. The Outcome	Provides a great way to celebrate the student's hard work and accomplishments while reiterating the benefits of continuing their involvement with ASCE.
17. Ongoing Activity (Would you do it again?)	Yes
18. Speaker Contact Information (person from your Region who would be willing to speak about the Best Practice)	
Name	Will Haskell, PE, M. ASCE
Address	15 Shaker Rd, PO Box 1237, Gray, ME 04039
Phone Number	207-318-7052
Email	whaskell@gorrillpalmer.com
19. Additional Comments	This Best Practice includes the following attachments. <ul style="list-style-type: none"> • 2012 Photos • Sample letter to parents • Sample table sponsor placards



Gala Cup and Swag



Master of Ceremonies with Bundles of Prize Money



Master of Ceremonies (Past Maine Section President Walter Fagerlund) and President-Elect Greg DiLoreto



Attendees at the Gala



Winning Team

March 2, 2012

Dear Parents of 2012 Civil Engineering Graduates,

On behalf of the Maine Section of the American Society of Civil Engineers, you are cordially invited to attend this year's **Senior Gala: "Bridge to the Profession"** on Thursday, April 19, 2012, from 3 pm to 9 pm.

The Senior Gala, organized by the Maine Section of the American Society of Civil Engineers (ASCE) is a must-see event, and highlights the student achievements as part of their Senior Capstone Project. This is our second Annual Senior Gala event devoted to celebrating the students and their achievements. In the past the student capstone projects were incorporated into the social hour during our regular Maine Section meeting, however this Gala format allows the students more time to shine for the entire night.

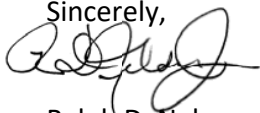
The Senior Capstone Project is a year-long assignment that represents a culmination of studies in civil engineering at the University of Maine. The Project is a required course that involves teams of students working on a specific "real life" civil engineering project, from concept to design completion. The Project requires many of the engineering and professional skills acquired over their education and is intended to represent a work scope that the student might face in their professional careers. The students will be scored by a panel of judges based on their project poster and presentation, involving a question and answer session from the judges and guests. The results of the scoring are presented at the end of the meeting accompanied by monetary awards and the award of the coveted Gala Cup. The event will also be attended by professional engineers from the Maine Section ASCE, and will be a great opportunity for students to network and discuss the real-world experiences associated with our profession.

The event will take place at Wells Commons, on the University of Maine campus, and will include a buffet dinner, for the price of \$25 per plate, which is intended to just cover the cost of the event. Checks can be made payable to the Maine Section ASCE. RSVPs are requested by April 12th and can be sent by mail or e-mail to the address below:

Katrina Martin, U-Maine ASCE Student Chapter President
5711 Boardman Hall
Orono, ME 04469
katrina.r.martin@maine.edu

Please join us for the celebration of the great achievements by all the seniors in Civil Engineering this year at the University of Maine. This is a favorite event!

Sincerely,



Ralph D. Nelson, P.E., M.ASCE, President,
Maine Section American Society of Civil Engineers



This table generously
sponsored by:



Represented by: (Your company's
representative)

Dinner Seminar – East Branch

1. Section, Branch	Central Illinois Section, East Branch
2. Section/Branch Size	Small
3. Project Contact	
Name	Giselle Rodriguez
Phone Number	(217) 373-3434
Email	giselle.rodriguez@usace.army.mil
4. Project Category	College Student Outreach
5. Project Description	The east branch held a dinner seminar on Professional Etiquette. The seminar was conducted by the University of Illinois Career Services Center. Both students and professionals were invited and had an opportunity to network and partake in the presentation.
6. The Process (What you did, When and How)	Our secretary Matt Moffitt contacted the University of Illinois Career Services and coordinated the venue.
7. Those in Charge (Committee, Task Committee, Etc.)	The board members, Matt Moffitt and Giselle Rodriguez organized the event.
8. Time Frame (When Started, When Completed)	The evening started with a social hour at 5:30pm, followed by dinner at 6:30pm. The seminar started at 7:30pm. The event itself finished at about 9pm.
9. Success Factors (The Parts that Worked Really Well)	The interaction between students and professionals. The seminar was a great opportunity for students to network with professionals. By the end of the presentation the professionals offered advice to the students with real examples from past experiences.
10. Setback Factors (The Parts that did Not Work Well)	Almost everything worked well. We just had an inconvenience with space because the room was smaller than expected. For future events at this venue we will request the larger room.
11. Creativity (This is something off the wall that we did)	At the end of the presentation an improvised dialog between professional and students was started. Professionals shared experiences with the students and offered examples from their pasts and provided advice on how to prevent common mistakes.
12. Administration (What was most Important?)	Distribution of the invites to event and coordination of RSVPs making sure a good balance within professionals and students was present. Encouraging students to attend.
13. Follow-Up (What was most	At the Region 3 Assembly we had the opportunity of sharing our experience with other branches and sections.

important?)	
14. Recommendations (What you should ALWAYS do with this project?)	You should always contact experts in etiquette to provide the presentation. Even the most experienced person could realize that what thought to be appropriate, in reality is not.
15. Cautions (What you should NEVER do with this project?)	
16. The Outcome	We were able to provide students with a great wealth of knowledge. This experience will hopefully be part of their formation as they prepare to become professionals.
17. Ongoing Activity (Would you do it again?)	Yes. It was a very valuable experience.
18. Speaker Contact Information (person from your Region who would be willing to speak about the Best Practice)	
Name	Giselle Rodriguez
Address	PO BOX 9005 Champaign IL 61826
Phone Number	217-373-3434
Email	socialchair@eb.centralillinoisasce.org
19. Additional Comments	This Best Practice includes the following attachments: <ul style="list-style-type: none"> • Photos of the event



Professional Etiquette Presentation



Students Networking with Professionals



Dinner Being Served

ASCE Dinner Seminar

Professional Etiquette

Join the East Branch of the Central
Illinois Section of ASCE for our
Dinner Seminar on

Monday, November 7th
At Biaggi's in Champaign, IL

5:30—6:30 Social Hour
6:30—7:30 Dinner
7:30—8:30 Seminar

Professional Etiquette

We will have several students from the University of Illinois Career Services joining us to present on soft skills for engineers.

Topics to be included are:

- interviewing/recruiting
- technology etiquette
- professional dinners
- Stereotypes
- general speaking and socializing

There will also be “small talk” tips with a mini session assisting attendees to understand and practice their own style.

RATES

- Students: \$20
- Members: \$25
- Non-Members \$30

See you there

Snapshot of Promotional Flyer sent to students and professionals

Mock Interview Sessions – Pittsburgh Section

1. Section, Branch	Pittsburgh Section
2. Section/Branch Size	Large
3. Project Contact	
Name	Greg Rumbaugh Linda Kaplan
Phone Number	(412) 386-6910 (412) 922-5575
Email	gregory.rumbaugh@gmail.com LKaplan@trcsolutions.com
4. Project Category	College Student Outreach
5. Project Description	Mock interview sessions were held for local university students in the Pittsburgh sections. The workshops were held at the University of Pittsburgh and Carnegie Mellon University. All Pittsburgh section students were invited to attend.
6. The Process (What you did, When and How)	<p>A speaker opened the workshop for a 30-45-minute discussion on the do's and don'ts of interviewing (attire, etiquette, etc.). All students from local universities were invited to attend this portion of the workshop. Based on the number of volunteer interviewers, students participated in multiple mock interviews. When the number of students significantly exceeded the number of volunteers, priority for the mock interviews was given to graduating seniors. The goal was to give each student the opportunity to interview with a minimum of 2 different "employers". Interviewers were typically more experienced younger members and section members. Students submitted their resumes prior to the event for distribution among their assigned interviewers. The event closed with an opportunity for the interviewers to provide general comments back to the students.</p> <p>The opening speaker was arranged approximately two months ahead of schedule. At that time, a venue was obtained through coordination with the hosting student chapter. Solicitations for volunteers were sent to section members through email approximately 1 month prior to the event. More experienced members and those with hiring experience were encouraged to attend. Although it was not the intent of the program, local company representatives volunteered since the event would also provide an opportunity to reach out to prospective new hires. Students within the section were initially contacted through their respective practitioner advisors approximately three weeks prior to the event. The week before the event the students and mock interviewers were paired. The resumes were also</p>

	collected from the students and distributed to their interviewer(s) during this same time frame.
7. Those in Charge (Committee, Task Committee, Etc.)	The event was organized by an event chair. The YMF outreach and technical committees, practitioner advisors, and student chapters all played a role in the organization of the event.
8. Time Frame (When Started, When Completed)	The event took approximately two months to organize. A “keynote speaker” and venue was secured two months before the event. Three to four weeks before the event volunteers and students were contacted to sign-up to participate. During the week before, students and interviewers were paired up and resumes were distributed.
9. Success Factors (The Parts that Worked Really Well)	<p>The students gave great feedback on the event. They seemed to appreciate the “mock” interview setting to develop confidence in their ability to interview. They also were able to receive feedback on how they could demonstrate their abilities better on their actual interviews. The number of interviewers who volunteered to participate made the events outstanding. On average, over 15 section members and younger members attended the events.</p> 
10. Setback Factors (The Parts that did Not Work Well)	Pairing students and interviewers proved to be difficult at times. Cancellations at the last minute or no-shows required last-minute overhaul to the proposed schedule.
11. Creativity (This is something off the wall that we did)	
12. Administration (What was most Important?)	It is important to have one event chair that can coordinate the students and volunteers. Due to the high number of participants in the event, this was one of the most challenging components to the event. This point of contact also provided the resumes to the interviewers after pairing the individuals on the event schedule and be available to help moderate the event (not volunteer as an interviewer).
13. Follow-Up (What was most important?)	Students were given a survey after the event to share their thoughts on the experience and provide thoughts on ways to improve future mock interview events. Discussions were also held with volunteers on ways to more effectively use the time allotted and set maximum time allowances for each interview.

14. Recommendations (What you should ALWAYS do with this project?)	
15. Cautions (What you should NEVER do with this project?)	
16. The Outcome	The students indicated that the event was extremely successful in helping them to prepare for future interviews and built self-confidence whether they were searching for internships or entry-level positions. The event also provided a networking opportunity for more experienced section members, younger members, and students.
17. Ongoing Activity (Would you do it again?)	Yes. It was a very valuable experience.
18. Speaker Contact Information (person from your Region who would be willing to speak about the Best Practice)	
Name	
Address	
Phone Number	
Email	
19. Additional Comments	

University Student Scholarship – Illinois Section

1. Section, Branch	Illinois Section
2. Section/Branch Size	Very Large
3. Project Contact	
Name	Darren Olson
Phone Number	(847) 823-0500
Email	dolson@cbbel.com
4. Project Category	College Student Outreach
5. Project Description	The Illinois Section provides scholarships to the university civil engineering students within its geographic boundaries (University of Illinois at Chicago, Illinois Institute of Technology and Northwestern University). The scholarships are funded by the Section’s Technical Institute Chapters and given in the technical areas of the Institutes (i.e. the Structural Institute Chapter gives out a scholarship to a student studying structural engineering). The scholarships are presented at the President Elect Dinner in the Spring when the ASCE National President Elect comes to visit the Section. The dinner event typically draws approximately 100 attendees. Scholarships range from \$1,000 - \$2,500 with approximately \$16,000 given out annually.
6. The Process (What you did, When and How)	Announcements on the scholarships go out to the 3 universities after the first of the year when the semester begins. The Illinois Section goes to visit each of the 3 universities at that time to discuss the Illinois Section and the scholarships, usually over a pizza lunch. The applications are posted online. The completed applications are reviewed by the Section’s Technical Institute Chapters. Award winners are notified approximately 1 month ahead of the Spring Dinner.
7. Those in Charge (Committee, Task Committee, Etc.)	The Section’s Technical Institute Chapter Presidents and the Illinois Section Student Chapter Committee Chair.
8. Time Frame (When Started, When Completed)	Starts in January and ends in April at the Spring Dinner
9. Success Factors (The Parts that Worked Really Well)	Giving out money brings out the students
10. Setback Factors (The Parts that did Not Work Well)	We lack follow-up with the students to make sure they continue on with ASCE.
11. Creativity	Give out large golf size checks at the dinner

(This is something off the wall that we did)	
12. Administration (What was most Important?)	Distribution of the invites to event and coordination of RSVPs making sure a good balance within professionals and students was present. Encouraging students to attend.
13. Follow-Up (What was most important?)	Need to follow up with past winners to see where they are today.
14. Recommendations (What you should ALWAYS do with this project?)	Go out and visit the students and continually remind them up until the due date for the scholarships.
15. Cautions (What you should NEVER do with this project?)	Assume the students are on top of it and they will get their applications in on time.
16. The Outcome	Get students very involved with the Illinois Section and tell them about what we do.
17. Ongoing Activity (Would you do it again?)	Yes, we continue to do it.
18. Speaker Contact Information (person from your Region who would be willing to speak about the Best Practice)	
Name	Darren Olson
Address	
Phone Number	847-823-0500
Email	dolson@cbbel.com
19. Additional Comments	

Student Chapter Officers Caucus – Boston Section/BSCES

1. Section, Branch	Boston Section/BSCES
2. Section/Branch Size	Very Large
3. Project Contact	
Name	Tony Puntin / Richard Keenan at The Engineering Center (TEC)
Phone Number	(617) 227-5551
Email	rkeenan@engineers.org
4. Project Category	College Student Outreach
5. Project Description	Student Chapter Officers Caucus
6. The Process (What you did, When and How)	<p><u>Things to be done for this event (based on a September 2000 BSCES /ASCE memorandum to incoming program chair):</u></p> <ol style="list-style-type: none"> 1. GOAL: Representation from ALL Massachusetts ASCE Student Chapters/Groups at this dinner and at events that take place during the year (nine: U Mass Amherst, U Mass Dartmouth, U Mass Lowell, WPI, Merrimack, MIT, Northeastern, Tufts, Wentworth) 2. TEC Staff and Event Chair to agree on potential dates, based on TEC event Calendar. 3. TEC Staff or Event Chair to book event at hotel. This is dinner for approximately 40 people with 6-7 PM for reception and 7-9 PM for dinner and meeting. Executive Director/TEC staff books meeting, signs contract, sends tax exempt forms and deposit, if required. 4. TEC Staff and Event Chair to finalize budget for event. This paid for from the BSCES budget. 5. Younger Member Group compiles roster of nine ASCE Student Chapters Faculty Advisors, Chapter Presidents (2 presidents for Northeastern due to separate co-op class groups), Engineering Deans AND Younger Member Group liaisons to each student chapter. Roster should include: name of contact, title, mailing address, phone, fax (for faculty) and email address. This information should be emailed to TEC at bscses@engineers.org. TEC will provide copies for night of dinner. 6. Event Chair sends send letters and emails of invitation to the nine

ASCE Student Chapters and to their faculty advisors. Younger Member Group members who are responsible for each campus then place follow up calls to encourage attendance. RSVPs to Event Chair or his/her designee.

7. Event Chair sends letters and emails of invitation to BSCES Executive Committee and Younger Member Group Chair. This includes: President, Past-President, President-Elect, 2 Senior Vice Presidents, 2 Vice Presidents, and Executive Director. . RSVPs to Event Chair or his/her designee. BSCES President should encourage at least 2 Executive Committee members to attend this event.

8. Three business days before meeting: Event Chair calls in final meal count to hotel.

9. Event Chair sets agenda (see below), produces copies to bring to event.

10. Executive Director/TEC staff assemble: banner for podium or room, blank name badges, scholarship information, if available, some journals, other materials for distribution to campuses, copies of roster of ASCE student contacts noted in 3. Above, also listing BSCES officers and TEC contact information.

11. Agenda may include:

- Introductions of each person attending
- Remarks by Event Chair
- Remarks by President or Board designee
- Remarks by Executive Director: about scholarships, other activities
- Remarks by each Student Chapter President about plans on his/her campus for the year (including, but not limited to, appropriate bragging or commiserating about concrete canoe from prior year)
- Any awards or certificates from ASCE for students or faculty that have not been awarded at another event.
- Any information from ASCE related to student activities during the year, including any applicable ASCE Region 1 meetings.
- SGH representative talks about SGH scholarship and potential speaker for Student Night in spring.
- Date/location/plans for Steel Bridge Competition
- Date/location/plans for Concrete Canoe Competition
- Date/location/plans for spring (usually first Monday in March; date

	<p>to be confirmed) STUDENT NIGHT: gathering, awards of BSCES Scholarships, including SGH scholarships, technical lecture by national speakers, other awards.</p> <ul style="list-style-type: none"> • Any other issues
7. Those in Charge (Committee, Task Committee, Etc.)	This program has been used for decades and continues to be refined annually. Younger Members take charge of the event and are now including a keynote presentation in lieu of having lots of presentations from each school; these reports are submitted for the program handout (attached). The BSCES Board of Government conducts their monthly meeting before the event to help encourage board members to stay for the evening event.
8. Time Frame (When Started, When Completed)	<ol style="list-style-type: none"> 1. The annual challenge has been to limit the number of speakers and to make sure that each speaker provides a captivating, energizing presentation that is focused toward students (e.g., less monologue, business talk; more on this is what our graduating engineers are doing at their job). 2. Scheduling conflicts do occur with the timing of ASCE's annual convention. 3. A strong, effect moderator is important to keep the program on schedule. 4. Not having a good count on dinner attendees.
9. Success Factors (The Parts that Worked Really Well)	Icebreaker event during dinner (note: time limitations are important)
10. Setback Factors (The Parts that did Not Work Well)	Good, accurate contact lists. Early save the date communication with each student chapter and RSVP information.
11. Creativity (This is something off the wall that we did)	Student chapter liaisons meet with student chapters during the school year. Newsletter articles following events (see below)
12. Administration (What was most Important?)	Respect your audience's interests/focus with energizing, interesting information and presentations. Have the walkaway experience be such that each student is inspired to become a civil engineer and to be part of our community.
13. Follow-Up (What was most important?)	Make it a sleeper event where the takeaway is that it was a waste of time; news travels back to the student chapter members who were not in attendance.
14. Recommendations (What you should ALWAYS do with this project?)	BSCES maintains strong connectivity with its student chapters with this event and the spring Student Night.
15. Cautions (What you should NEVER do with this project?)	Absolutely.
16. The Outcome	

17. Ongoing Activity

(Would you do it again?)

18. Speaker Contact Information

(person from your Region who would be willing to speak about the Best Practice)

Name

Address

Phone Number

Email

19. Additional Comments

This best practice includes the following attachments:

- Newsletters

Follow-up NEWSLETTER ARTICLE:

2011 ASCE Student Chapter Officers' Caucus Fall Kickoff Meeting

By Shalan Fitzgerald, PE, Project Engineer, Dewberry Inc., BSCES Younger Member Group Chair

On October 18th, members of the Boston Society of Civil Engineers Section (BSCES) of the American Society of Civil Engineers (ASCE) invited ASCE Student Chapter officers and their advisors from local colleges and universities to attend the annual Officers' Caucus Fall Kickoff Meeting. The purpose of this meeting is two-fold: to inform the student officers of upcoming ASCE and BSCES events, activities, and competitions; and also, to introduce students to resources and professional connections, through BSCES in particular.

This year's meeting saw the attendance of student officers from three area colleges and universities (Merrimack College, Northeastern University, and Wentworth Institute of Technology), and several more professionals. Through the BSCES Younger Member Group (YMG), each university is assigned a College Liaison. The role of the liaison is to help keep their respective college/university up to date with any BSCES/ASCE events or deadlines which may be relevant to their chapter members. These liaisons are also encouraged to work with their respective chapters to establish open lines of communication and facilitate student access to BSCES/ASCE resources.

The 2011 Fall Kickoff Meeting included a brief explanation of some of upcoming events and activities that students could take part in, through the BSCES by Stephen Rusteika, Current BSCES president. Next, David Westerling, PE, PLS, a past BSCES president and ASCE Region 1 governor, addressed the group with some of his experiences of involvement in, and opportunities afforded through, BSCES and ASCE as a whole. Brent Bass followed with a short overview of BSCES Student Night and solicitation of a host school for next year's event.

For the presentation portion of the evening, BSCES was grateful to have Jack Moran, PE, and Andy Paul, from Massachusetts Department of Transportation (MassDOT) attend and speak to the students and professionals on a recent high-profile major construction project. The Fast 14, I-93 Medford Corridor Bridge Superstructure Replacement Project sought to apply unconventional approaches to bridge rehabilitation after holes opened up in bridges last summer along the crucial I-93 corridor just north of Boston. It was clear that the superstructure, the concrete decking and steel beams, of the aging bridges was failing and had to be replaced. Unfortunately, with conventional techniques, closing lanes to replace the 14 structurally-deficient bridges on this primary commuter artery would have likely tied up Boston-area traffic for four years. The MassDOT design-build team proposed to cut the four years down to 14 weeks by prefabricating the superstructure pieces off-site then quickly fitting them into position. Jack and Andy gave rare insights into the day-to-day responsibilities of two young engineers entrenched in the ambitious undertaking.

In light of the lengthy Q&A discussion that followed, by students and professionals alike, the event was deemed a success. Attendees left the gathering with new information, contacts, and excitement for the promising year ahead.

Follow-up 2010 NEWSLETTER ARTICLE

2010 ASCE Student Chapter Officers' Caucus Fall Kickoff Meeting

By Kyle Maxfield, Engineer, GZA GeoEnvironmental, Inc., BSCES Student affairs Committee Chair

On October 19th, members of the Boston Society of Civil Engineers Section/ASCE invited ASCE Student Chapter officers, and their advisors, from the local colleges and universities to attend the annual Fall Kickoff meeting. The purpose of this meeting was to inform the students of upcoming events and activities that their Chapters should be aware of.

This year's meeting saw the attendance of close to twenty students from six different colleges and universities (Merrimack College, Worcester Polytechnic Institute, Northeastern University, Wentworth Institute of Technology, Tufts University, and UMASS Lowell), and approximately fifteen professionals. Each university is assigned a College Liaison from the Younger Members Group (YMG). The role of the liaison is to keep their respective university up to date with any events or deadlines that may be relevant to their chapter members. These liaisons were encouraged to attend and meet with their respective colleges to keep an open line of contact and answer any questions the students may have.

The students were addressed by Danielle Spicer, current president of BSCES, encouraging them to remain members of ASCE and their local chapters as well, listing the benefits of each, and why it is important to stay involved as a young engineer. Danielle also informed the students of allocated money that is available to assist them with their chapter activities (concrete canoe, steel bridge, etc.). Ammie Rogers, current Chair of the YMG, also spoke to the students, introducing YMG, and members that were in attendance. Ammie had each liaison introduce themselves and briefly speak of a current project of relevance. To no surprise, many of the young professionals graduated from one of the schools in attendance.

BSCES was grateful to have Greg Hunt, EIT, from GZA GeoEnvironmental, Inc attend and speak to the students and professionals on an interesting engineering topic. The Hall Brook Dam removal took place in the fall of 2009 in Adams, MA. The dam was originally used to create power for a mill in downtown Adams. The new owner of the mill building was unaware that he owned the dam; due to it's out of sight existence in the middle of a residential neighborhood. The dam deteriorated over time, and became unsafe in its condition. The owner was served notice that he needed to address the severity of the situation with repairs, or removal of the dam. Greg was a member on the project team, and spoke about the complications of the removal, from the permitting, through construction within a neighborhood. The students were apparently impressed with Greg's talk, as a couple of the student chapters have since contacted him, asking him to speak at their chapter meetings in the near future.

By the end of the night, the event was deemed a success as students were well informed of the year that awaits them, and hopefully more aware of the assistance that is available to help them along the way.

Student/Professional Networking – Illinois Section

1. Section, Branch	Illinois Section
2. Section/Branch Size	Very Large
3. Project Contact	
Name	Kris Salvatera
Phone Number	(630) 452-6535
Email	ksalvatera@cmtengr.com
4. Project Category	College Student Outreach
5. Project Description	The ASCE-IL Section hosted a Student Members and Professional Members networking event that combined a resume workshop and a social networking aspect with bowling. The ASCE-IL Section's three universities, the Illinois Institute of Technology, Northwestern University, and the University of Illinois at Chicago, had student members participate in the event. Our goal was to create a comfortable environment for students to attend and network with working professionals. Students were also encouraged to bring their resumes for personal review. Likewise, all professional members of ASCE were encouraged to network with students, provide personal value of an ASCE membership, and give feedback on their careers.
6. The Process (What you did, When and How)	<ol style="list-style-type: none"> 1. Brainstormed social events that would bring students and professionals together, was budget friendly, easy to travel to, and have value to both professionals and students. A combined networking event of bowling and a resume workshop was the event everyone agreed upon. 2. It was a joint venture between the ASCE Student Outreach Committee, Younger Member Group, and Transpiration & Development Institute. The ASCE student chapter at the University of Illinois-Chicago was also involved by hosting the event at their university. 3. Applied for the ASCE Student Member's Transition Sub-Committee STAY Grant to receive funds for the event. Additional sponsorship request was advertised to companies. This helped make the event free for all participants, which would encourage attendance at the event. Funding paid for the costs of bowling, pizza and drinks.

	<ol style="list-style-type: none"> 4. The event was structured to follow the ASCE Student Member’s Transition Sub-Committee’s Student Transition Goals which include: <ol style="list-style-type: none"> a. Forge lasting relationships between organization entities b. Strengthen relationships with individual members c. Educate students about the value of society membership d. Help build students’ desire for continued affinity to ASCE 5. Advertised through ASCE student chapters, email blasts through ASCE, and sponsorship letters. Registration signup link was created through 123signup.com.
<p>7. Those in Charge (Committee, Task Committee, Etc.)</p>	<ol style="list-style-type: none"> 1. The ASCE-IL Section Student Outreach Committee: planned the event details and applied for the grant sponsorships. 2. Younger Member Group: organized the event itinerary, registration, and additional sponsorship requests. 3. Transportation & Development Institute: organized the food catering. 4. ASCE Student Chapter at the University of Illinois-Chicago: organized the reservations for the event venue.
<p>8. Time Frame (When Started, When Completed)</p>	<p>Planning took about 2 months, between September and November 2015.</p> <ol style="list-style-type: none"> 1. September, 2015 – applied for the STAY Grant Funding from ASCE. 2. October, 2015 – planned the event details, distributed responsibilities, and advertised. 3. November 17, 2015 – event date.
<p>9. Success Factors (The Parts that Worked Really Well)</p>	<ol style="list-style-type: none"> 1. Creating a networking event that had both a social and professional value for students and professionals. 2. Finding a location that is simple to travel to for students and professionals. 3. Applying for the ASCE STAY Grant and receiving corporate sponsorship to keep the registration cost free for all attendees to increase attendance. 4. Following the ASCE Student Member’s Transition Sub-Committee’s Student Transition Goals to structure the event and to produce different ideas into the event planning. 5. Being proactive to encourage professional members to interact with students and give insight on their career experiences, as well as the

	benefit of being an ASCE member.
10. Setback Factors (The Parts that did Not Work Well)	The event went very smoothly. An improvement that can be made is to incorporate ASCE resources (available online) into the event for students such as: <ol style="list-style-type: none"> 1. Student Member Resource Guide 2. Career Stages Brochure 3. Institutes Brochure 4. ASCE gift packs
11. Creativity (This is something off the wall that we did)	Incorporating a social and professional value to the festivities. It was not just a networking bowling social, but also a resume workshop for students to get resume critique from working professionals.
12. Administration (What was most Important?)	Gaining resources and positive feedback from the ASCE Student Member's Transition Sub-Committee. Also, have the ASCE-IL Institutes and Committees collaborate to make a successful event.
13. Follow-Up (What was most important?)	<ol style="list-style-type: none"> 1. Post report to the ASCE Student Member's Transition Sub-Committee for the STAY Grant. 2. "Thank you" follow-ups to sponsoring companies. 3. Post-survey to students to remind them of the value of ASCE membership.
14. Recommendations (What you should ALWAYS do with this project?)	Be proactive in the event planning and during the event itself. It can be one thing to just host a networking event, but to plan and encourage the interaction between students and professionals can make the occasion a positive experience for everyone.
15. Cautions (What you should NEVER do with this project?)	Do not have one person plan the event- try to involve several champions in planning the social. The more people or groups, to a certain limit, that participate in planning helps promote getting more members to attend through each group.
16. The Outcome	Attendance Data: 77 (41 students, 33 professionals, and 1 outside guest).
17. Ongoing Activity (Would you do it again?)	Yes, we plan to make this an annual event. The date of the social also worked because it was before student finals and the holiday season.
18. Speaker Contact Information (person from your Region who would be willing to speak about the Best Practice)	

Name	Kris Salvatera
Address	550 N. Commons Drive, Aurora IL 60504
Phone Number	(630) 907-7071
Email	ksalvatera@cmtengr.com
19. Additional Comments	This Best Practice includes the following attachments: <ul style="list-style-type: none">• STAY Grant Final Report

Date: April 15, 2016

Student Members' Student Transition Sub-Committee
Subject: 2015 Student Transition Activity (STAY) Grant

To: Student Members' Student Transition Sub-Committee

The ASCE-IL Section Student Chapter Committee is providing our Final Report for the 2015 Student Transition Activity (STAY) Grant. Our ASCE Student Chapters and Professional Members Networking Event occurred on November, 17, 2015.

With approximately 75 members in attendance, the event was a huge success. We received positive feedback from members who all liked the idea of combining a resume workshop with a social bowling event. Because of the large turnout and overall positive feedback, we plan to continue this event annually. The ASCE-IL Section Student Chapter Committee would like to thank the Student Member's Student Transition Sub-Committee for their support. Attached is a detailed report of our event.

Thank you,



Kris Salvatera, E.I.
ASCE-IL Student Chapter Committee
Crawford, Murphy & Tilly, Inc.
Direct: 630.907.7071
Email: ksalvatera@cmtengr.com

STAY PROGRAM GRANT POST-EVENT REPORT

Section/Branch: Illinois Section

Project Contact: Kris Salvatera, ASCE-IL Section Student Chapter

Committee Contact Phone Number: 630-907-7071

Contact Email: ksalvatera@cmtengr.com

Summary

With the support of the Stay Grant Program, The ASCE-IL Section hosted a Student Members and Professional Members networking event which combined a resume workshop with social networking aspect with bowling. The ASCE-IL Section's three (3) universities: the Illinois Institute of Technology, Northwestern University, and the University of Illinois at Chicago all had student members participate in the event. Our goal was to create a comfortable environment for students to attend while networking with working professionals. Students were also encouraged to bring their resumes for personal review. Likewise, all professional members of ASCE were encouraged to network with students and provide personal value of an ASCE membership as well as give feedback on their careers

Event Details

Date: November 17, 2015

Location: University of Illinois at Chicago

Attendance Data: 75

Student Members: 34

Professional Members: 33

Guest: 1



Expenses

TOTAL PURCHASES	
<i>Item Description</i>	<i>Cost</i>
Name Tags	\$ 4.29
Water/Soda/Cookies/Plates	\$ 50.98
Poster Board	\$ 36.00
Pizza	\$ 172.66
Raffle	\$ 160.00
Bowling	\$ 740.00
Total Purchases	\$ 1,163.93

STAY GRANT EXPENSES	
<i>Item Description</i>	<i>Cost</i>
Name Tags	\$ 4.29
Water/Soda/Cookies/Plates	\$ 50.98
Pizza	\$ 172.66
Bowling	\$ 740.00
Total Purchases	\$ 967.93
Stay Grant Left Over	\$ 32.07

SPONSORSHIP EXPENSES	
<i>Item Description</i>	<i>Cost</i>
Raffle Gift Cards	\$ 160.00
Poster Board	\$ 36.00
Total Purchases	\$ 196.00

Stay Grant Left Over: **+\$32.07**

The total event costs were significantly lower than we anticipated. This was because we were able to work with the ASCE Student Chapter at UIC to book the bowling reservation and receive a student discount which included 2 hours of bowling and shoe rental.

As part of the YMG coordinating the event, sponsorship recruitment is for all student events for the year. A total of \$196.00 from sponsorship funding budget was used for this specific event. We wanted to note that we used company sponsorships towards the raffle prizes to the students as well as the welcome board with all company logos. These items were excluded from the STAY Grant due to the grant requirements. A

total of \$32.07 was left over from the \$1000 STAY Grant received.

STAY Grant Transition Goals

Forge Lasting Relationships between Organizational Entities

The ASCE-IL Section Student Chapter Committee involved the ASCE-IL Younger Member Group and the Transportation & Development Institute to take the lead in organizing the event. In addition, the ASCE-University of Illinois-Chicago Chapter were asked to be part of organizing the event as they were the host-school. This gave responsibility to 3 ASCE-IL organizational entities to work together. The ASCE-UIC Chapter booked the venue and were able to get a discounted rate as they were a student organization of the university. The YMG and T&DI group then organized the bowling assignments, resume workshop and food planning and coordination. These different groups of ASCE-IL worked together and allowed students to work the professional members.



Strengthen Relationships with Individual Student Members

All professional members participating were members of ASCE. Bowling assignments were broken into lanes where professionals were paired with students. Upon registration, professionals were encouraged to personally network with students, ask about their professional goals, and speak about how their ASCE professional membership continues to help their careers. We hoped that each student was able to leave feeling they personally networked with at least 1 professional. The goal in mind was to make students feel welcome in our professional community

The resume workshop also allowed students to get resume advice through ASCE professionals volunteering their time. This one-on-one interaction allowed students to meet professionals and gain valuable feedback to what employers may want to see on student resumes.

For future events, we plan to create some sort of script template to give to professionals. We believe this will help professionals engage with students easily. These benefits both students and professionals on enhancing their networking skills

Educate Students about the Value of Society Membership

Educating students about membership was done through the networking process. Upon registration, professional members were encouraged to talk to students on their transition from student member to professional member. Also, professionals were asked to talk about their professional ASCE membership and activity including: technical institute involvement, continuing education, and the overall value their ASCE membership has on their careers.

We did receive the “supporting resources and information” email which included information on brochures and presentations we could have used during the event. Unfortunately, our event schedule was occurred rather quickly as we wanted to do it before the holidays, so we did not have enough time to order the material.

However, going over the resources material, we thought it was a great tool to use and would definitely order the supporting material for future events. We did use the student survey in our online post event survey to the students. The online survey results are attached.

Help Build Student’s Desire for Continued Affinity to ASCE

Our goal for this event was to show students the value of ASCE membership through the professional members themselves. There is value to teach students the advantage of ASCE membership through the personal experience of professional members. We hope students were able to gain personal insight from professionals and leave feeling that a continued ASCE membership can be a great tool for their careers after college.



For future events, we will bring more of the technical resources available through ASCE to add additional information for students. Please see our post-event survey at the end of the report.

Event Feedback

Through word of mouth, we received a lot of compliments from students that they felt comfortable networking with working professionals. For those participating in the resume review workshop, students felt they received direct insight on what civil engineering companies are looking for. Professional members said they felt good to volunteer their time at the event but most importantly, they had so much fun bowling after a hard day at work.

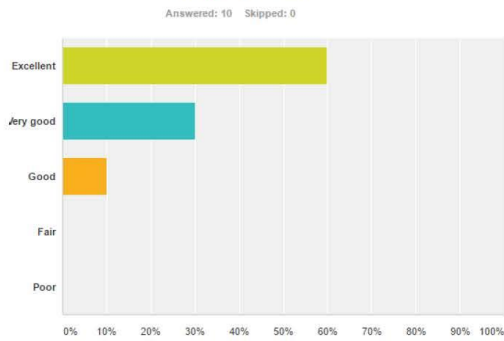
Post Survey. We emailed all students a link to a post-event survey. Out of 34 students, only 10 replied back. We are uncertain why the response turnout was low, but we felt like the survey still provided insight on what students know about ASCE. Questions in the ASCE supporting resources were a majority of the survey questions. What we learned from the survey was students really enjoyed our ASCE event but may not initially be aware of all the advantages ASCE membership has to offer beyond college.

Summary

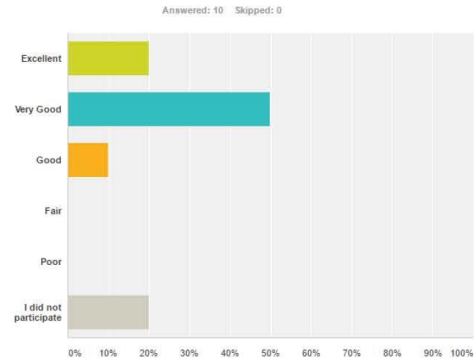
The ASCE-IL Student and Professional Networking Event (Bowling and Resume Workshop) was a huge success due to the large turnout and positive feedback we received. Our goal was to network students with professionals in fun event while including a formal resume workshop review. With the help of the ASCE-IL technical groups and student chapters, both professionals and students worked together to create a smooth and successful event. Not only did students feel like they were able to network with people in their desired professions in a fun atmosphere, but we hoped they were able to get personal insight from professionals about the value of continuing their ASCE membership.

SURVEY RESULTS

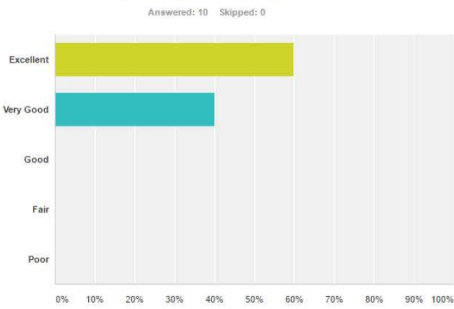
Overall, how would you rate the ASCE Student & Professional Bowling/Resume Networking event?



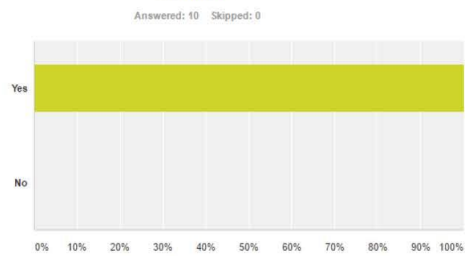
How would you rate the resume review workshop portion of the event.



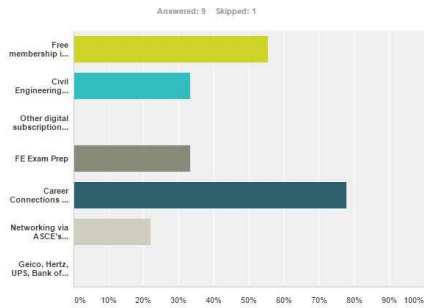
How would you rate the bowling/networking portion of the event?



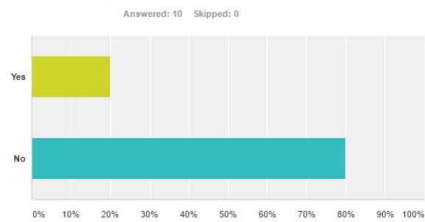
Are you an ASCE national Student Member?



Check the Student Member benefits you would feel confident providing details about to a prospective student chapter member:

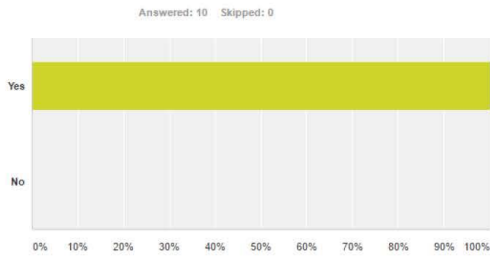


Did you know that in addition to ASCE's Sections and Branches, there are over 100 Younger Member Groups around the country to join after graduation?

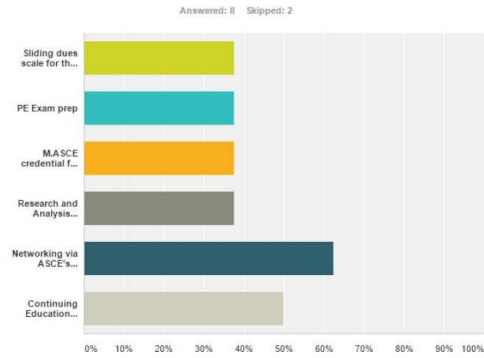


SURVEY RESULTS

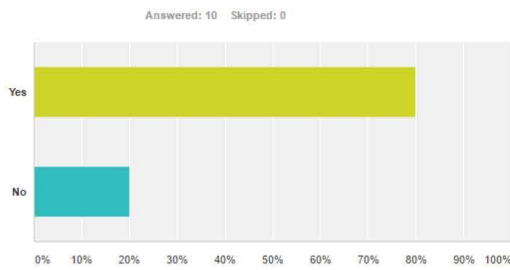
Are you aware that after graduation, you may continue your membership with ASCE and upgrade your membership grade from Student Member (S.M.ASCE) to Associate Member (A.M.ASCE)?



Check the Member benefits, which are available to young members after graduation and in their early career that you have learned about:



Do you plan to upgrade your ASCE membership after Graduation?



Please type any comments or suggestions you wish to see in future ASCE Student Outreach Events.

Answered: 3 Skipped: 7

● Responses (3) 🗨️ Text Analysis 📁 My Categories

Categorize as... Filter by Category 🔍 Search responses

Showing 3 responses

It was a great event! I was able to talk to many professionals who gave good insight to the working world.
3/28/2016 9:06 AM [View respondent's answers](#)

I would like to learn more about the student and member benefits. More events at UIC or in Chicago.
3/21/2016 2:30 PM [View respondent's answers](#)

Overall, the event was a good time! I feel like it would have been better if alcoholic drinks were allowed for those of age, but I understand that it would complicate things. I am looking forward to the next bowling event!
3/21/2016 2:02 PM [View respondent's answers](#)

**ASCE-IL SECTION PROFESSIONAL/STUDENT BOWLING AND RESUME WORKSHOP EVENT:
Registration DATA**

No.	Attendee Type	First Name	Last Name	Company	Email
1	ASCE Professional Member	Elizabeth	Carmignani		ecarmignani@hntb.com
2	ASCE Professional Member	Pamela	Pontikis		ppontikis@bbandinc.com
3	ASCE Professional Member	Pedro	Cevallos		dcaong@primeraeng.com
4	ASCE Professional Member	Louis	Arrigoni	Trotter and Associates, Inc.	larrigoni@trotter-inc.com
5	ASCE Professional Member	Kyle	Mishler	Civiltech Engineering, Inc.	kmishler@civiltchinc.com
6	ASCE Professional Member	Janice	Hickey	Patrick Engineering, Inc.	jhickey@patrickco.com
7	ASCE Professional Member	Madie	Heidemann	Sargent & Lundy, LLC	madie.heidemann@gmail.com
8	ASCE Professional Member	Kris	Salvatera	Crawford, Murphy and Tilly, Inc.	ksalvatera@cmt engr.com
9	ASCE Professional Member	Alina	Carrillo	Terra Engineering	accarrillo@gmail.com
10	ASCE Professional Member	Matthew	Gibbs	CTA	123signup-mail@mattgibbs.us
11	ASCE Professional Member	Bill	Plant		brplant@gmail.com
12	ASCE Professional Member	George	Foutris	HR Green	gfoutris@hrgreen.com
13	ASCE Professional Member	Anne Marie	Jensen		anjensen@hntb.com
14	ASCE Professional Member	Stephen	Wong		swong@civiltchinc.com
15	ASCE Professional Member	Yoshua	Rodriguez	Patrick Engineering	yoshuarodriguez84@gmail.com
16	ASCE Professional Member	Joshua	sainer		joshua.sainer@gmail.com
17	ASCE Professional Member	Brian	Wesolowski	Gewalt Hamilton Associates	bwesolowski@gha-engineers.com
18	ASCE Professional Member	Adam	Blumstein	Patrick Engineering	ablumstein@patrickco.com
19	ASCE Professional Member	Jon	Briars	Primera Engineers	jbriars@primeraeng.com
20	ASCE Professional Member	Matt	Villanueva	Primera Engineers	mvillanueva@primeraeng.com
21	ASCE Professional Member	Enji	Papazisi	HNTB Corporation	epapazisi@hntb.com
22	ASCE Professional Member	Lindsey	Burke	Terra Engineering Ltd.	lburke@terraengineering.com
23	ASCE Professional Member	Hemal	Patel	Parsons Corporation	hemal.patel@parsons.com
24	ASCE Professional Member	Thomas	Borges	Bloom Companies	tborges@bloomcos.com
25	ASCE Professional Member	Muhammad	Ali	Ghafari Associates LLC	enr_ali@live.com
26	Resume Review Volunteer	Monica	Crinion	WBK Engineering, LLC	mcrinion@wbkengineering.com
27	Resume Review Volunteer	Francis	Zurek	Primera Engineers	fzurek@primeraeng.com
28	Resume Review Volunteer	Drew	Randall	AECOM	drew.randall@aecom.com
29	Resume Review Volunteer	Robert	Brzezoni	Parsons Corporation	robert.b.brzezoni@gmail.com
30	Resume Review Volunteer	Brett	Mattas	Bloom Companies, LLC	bmattas@bloomcos.com
31	Resume Review Volunteer	Dave	Alvarez	Com Ed	david.alvarez@exeloncorp.com
32	Resume Review Volunteer	Chad	Dillavou	Primera Engineers	cdillavou@primeraeng.com
33	Resume Review Volunteer	Tina	Revzin	Transsystems	trevzin@transsystems.com
34	ASCE Student Member	Sean	Hahn	Illinois Institute of Technology	hahn.sean@gmail.com
35	ASCE Student Member	Matthew	Troemner		mtroemne@hawk.iit.edu
36	ASCE Student Member	Diana	Briones		dbrion3@uic.edu
37	ASCE Student Member	Rodrigo	Moreno		rmorens@uic.edu
38	ASCE Student Member	Antoine	Carpenter		antoinccarpenter2016@u.northwestern.edu
39	ASCE Student Member	Yijing	Xiao	Northwestern University	yiyingxiao2014@u.northwestern.edu
40	ASCE Student Member	Thierry	Chau		thierry.chau@u.northwestern.edu
41	ASCE Student Member	Dany	Chehade		danychehade2016@u.northwestern.edu
42	ASCE Student Member	Kevin	Ortega		korteg4@uic.edu
43	ASCE Student Member	Ziyad	Dadabhoy		zdadabho@hawk.iit.edu
44	ASCE Student Member	Dhanush	Chakka Manjunatha		dhanush.cm61@gmail.com
45	ASCE Student Member	GANDHARVA	SUNDAR		gousanas@hawk.iit.edu
46	ASCE Student Member	Kremena	Dokliev		kdokliev@hawk.iit.edu
47	ASCE Student Member	Cristina	Alarcon		calarcon@hawk.iit.edu
48	ASCE Student Member	Michelle	Goo		mgoo@hawk.iit.edu
49	ASCE Student Member	Hector	Barajas		barajas2@uic.edu
50	ASCE Student Member	Emily	Barnett		ebarnett@hawk.iit.edu
51	ASCE Student Member	Cynthia	Mendes		cmendes@hawk.iit.edu
52	ASCE Student Member	Ephraim	Dissen		edissen@gmail.com
53	ASCE Student Member	hanitesh	shah		hshah72@hawk.iit.edu
54	ASCE Student Member	Yusef	Dana		ydana2@uic.edu
55	ASCE Student Member	Cody	Cetnarowski		ccetna2@uic.edu
56	ASCE Student Member	Saad	Khatri		saadk1992@yahoo.com
57	ASCE Student Member	Hamza	Bounouader		hbouno2@uic.edu
58	ASCE Student Member	Shiva	Esha Ashari		s-esnaashari@u.northwestern.edu
59	ASCE Student Member	Fadi	Abuzir		fabuzir3@uic.edu
60	ASCE Student Member	Peter	Lind		plind@umich.edu
61	ASCE Student Member	Shawn	Sipprell		ssipprel@hawk.iit.edu
62	ASCE Student Member	Charlotte	Sauer		csauer@hawk.iit.edu
63	ASCE Student Member	Odette	Alaniz		oalaniz@hawk.iit.edu
64	ASCE Student Member	Lindsay	Purpura		lpupu2@uic.edu
65	ASCE Student Member	Sabrina	DeGenova		sdegenov@hawk.iit.edu
66	ASCE Student Member	Hanting	Wang	Greeley and Hansen	hanting.wang91@gmail.com
67	ASCE Student Member	Malika	Abdallah		malikaabdallah@gmail.com
68	ASCE Student Member	Abdulsalam	Mirza		amirza24@uic.edu
69	ASCE Student Member	Helen	Pinto	Northwestern University	hpinto@u.northwestern.edu
70	ASCE Student Member	Jose	Romero		jromero32992@gmail.com
71	ASCE Student Member	Bruno	Prado		bfusar2@uic.edu
72	ASCE Student Member	Ivan	Navarro		inavar3@uic.edu
73	ASCE Student Member	Cristian	Vargas	Jacobs Engineering	cxvargas5@gmail.com
74	ASCE Student Member	David	Guerrero Jr		dguerr7@uic.edu
75	Guest	Jack	Rice	Primera Engineers	

10/8/2015 3:42 PM
 UIC Student Games & Bowling Center
 750 S. Halsted SCE 128
 Chicago, Illinois 60607
 312-413-5170

POS 3:41 PM
 1 Full Shoe Rental 140.00
 Full House 001, Tuesday 11/17/15
 002, 6 - 9 pm 003, ASCE

3 Full House UIC 600.00

Net total \$ 740.00

Grand total \$ 740.00

Credit Cards \$ 740.00

Transaction no. 1-1-15
 Receipt no. 1

Chicago
630-596-6107
 UIC BOWLING ALLEY

DEFERRED UNTIL: 5:30 PM

Delivery

Chk# 1

PAYMENTS AMOUNT
 VISA ***3035 \$152.66

PAID

Bacci Pizza on Taylor
 2301 W. Taylor St.
 312-455-9000

Card Type: VISA XXXXXXXXXXXX3035 XX/XX
 Authorization Code: 040811
 Reference Number:
 AVS Result: Z
 Date: 11/17/2015 10:08 AM

AMOUNT: \$152.66
 TIP: \$20.00
 TOTAL: \$172.66

Signature _____
 I agree to pay the above total according to card holder agreement

DEFERRED UNTIL: 5:30 PM

Delivery

Bacci Pizza on Taylor
 2301 W. Taylor St.
 312-455-9000

Time In: 11/17/2015 10:08 AM
 MAGALI F Rg: 1 Printed: 10:08 AM

30" Jumbo Pizza	\$34.95
--Sausage	\$3.50
30" Jumbo Pizza	\$34.95
--PEPPERONI	\$3.50
30" Jumbo Pizza	\$34.95
HALF OF PIZZA	
----sausage	\$1.75
HALF OF PIZZA	
----pepperoni	\$1.75
2 30" Jumbo Pizza	\$69.90
BACCI COLA	\$2.75
BACCI COLA	\$2.75
BACCI COLA	\$2.75
BACCI COLA	\$2.75
BACCI COLA	\$2.75
Jumbo Tuesdays	(\$12.71)
Jumbo Tuesdays	(\$12.71)
Jumbo Tuesdays	(\$12.71)
Jumbo Tuesdays	(\$12.71)
Jumbo Tuesdays	(\$12.81)
** 2 coke	
** 2 sprite	
** Idiet	

Jewel-Osco

1224 S. WABASH
 CHICAGO, IL 60605
 Phone # (312) 663-0580
 Store Director - Dan Shannon

Cashier: Kenyatta L

11/15/15 08:36:19

GROCERY
 *JWL WATER 24/ .5L 4128010547 2.50 F1
 1 qty @ 4 / 10.00
 You Save .49
 +BOTTLE WTR TAX 1.20
 *JWL WATER 24/ .5L 4128010547 2.50 F1
 1 qty @ 4 / 10.00
 You Save .49
 +BOTTLE WTR TAX 1.20
 COKE FRDG PK 12P 4900002890 5.49 F8
 \$2.88 COKE PEPSI OR 7UP
 => 2.88 After Promotional Savings -2.61 F8
 COKE FRDG PK 12P 4900002890 5.49 F8
 \$2.88 COKE PEPSI OR 7UP
 => 2.88 After Promotional Savings -2.61 F8
 DT COKE 12/12Z 4900002891 5.49 F8
 \$2.88 COKE PEPSI OR 7UP
 => 2.88 After Promotional Savings -2.61 F8
 SPRITE 12/12 OZ. 4900002892 5.49 F8
 \$2.88 COKE PEPSI OR 7UP
 => 2.88 After Promotional Savings -2.61 F8

BAKERY
 B536 CKIETRAY30Z 4114437606 8.49 F1
 SUBTOTAL 27.41
 2.250% TAX .30
 9.25% TAX 1.15
 TAX 4 3.000% .35

TOTAL 29.21
 Visa TENDER 29.21
 Acct:XXXXXXXXXXXX0536
 APPRVL CODE 01474A
 Cas Ref# 21334
 Cash CHANGE .00

NUMBER OF ITEMS 9

***** SAVINGS SUMMARY *****
 YOU SAVE 2 .98
 PROMOTIONAL SAVINGS 4 10.44

 TODAY'S TOTAL SAVINGS 11.42
 THAT IS A SAVINGS OF 29%

Trx:75 Oper 168 Term: 11 Store: 3345
 11/15/15

Jewel-Osco

1224 S. WABASH
 CHICAGO, IL 60605
 Phone # (312) 663-0580
 Store Director - Dan Shannon

Cashier: CHAKIYAH

11/15/15 13:49:20

GROCERY
 ESDY/JWLFTWR48CT 4130302405 1.49 T2
 SOLO PLATES 94CT 4116526291 5.99 T2
 *SIGHOME NPKN12CT 2113027674 1.00 T2
 1 qty @ 10 / 10.00
 You Save .29
 SUBTOTAL 9.25
 9.25% TAX .85

TOTAL 9.33
 Visa TENDER 9.33
 Acct:XXXXXXXXXXXX0536
 APPRVL CODE 08096A
 Cas Ref# 21334
 Cash CHANGE .00

NUMBER OF ITEMS 3

***** SAVINGS SUMMARY *****
 YOU SAVE 1 .29

 TODAY'S TOTAL SAVINGS .29
 THAT IS A SAVINGS OF 3%

Trx:21 Oper 130 Term: 10 Store: 3345
 11/15/15 13:49:44

Thank You For Shopping At
 JEWEL-OSCO

Pharmacy Phone # (312) 663-4646

www.jewelosco.com

Customer Questions
 or Party Tray Orders
 1-877-276-9637

 Your Opinion Matters
 We invite you to complete our
 CUSTOMER SATISFACTION SURVEY
 Enter to be a weekly winner
 of a \$100 gift card!
 Go to: www.jewelsurvey.com

Jewel-Osco

1224 S. WABASH
 CHICAGO, IL 60605
 Phone # (312) 663-0580
 Store Director - Dan Shannon

Cashier: KATHY H

11/17/15 16:45:35

GROCERY
 *JWL WATER 24/ .5L 4128010547 2.50 F1
 1 qty @ 4 / 10.00
 You Save .49
 +BOTTLE WTR TAX 1.20

BAKERY
 B536 CKIETRAY30Z 4114437606 8.49 F1
 SUBTOTAL 12.19
 2.250% TAX .25

TOTAL 12.44
 Visa TENDER 12.44
 Acct:XXXXXXXXXXXX0536
 APPRVL CODE 08019A
 Cas Ref# 21334
 Cash CHANGE .00

NUMBER OF ITEMS 3

***** SAVINGS SUMMARY *****
 YOU SAVE 1 .49

 TODAY'S TOTAL SAVINGS .49
 THAT IS A SAVINGS OF 4%

Trx:100 Oper 107 Term: 15 Store: 3345
 11/17/15 16:46:08

Thank You For Shopping At
 JEWEL-OSCO

Pharmacy Phone # (312) 663-4646

www.jewelosco.com

Customer Questions
 or Party Tray Orders
 1-877-276-9637

 Your Opinion Matters
 We invite you to complete our
 CUSTOMER SATISFACTION SURVEY
 Enter to be a weekly winner
 of a \$100 gift card!
 Go to: www.jewelsurvey.com

Subtotal \$134.85
 Tax \$12.81
 Del Chrg \$5.00
Total \$152.66

11/11/2015

Amazon.com - Order 106-0613915-1717049



Details for Order #106-0613915-1717049

[Print this page for your records.](#)

Order Placed: November 11, 2015
Amazon.com order number: 106-0613915-1717049
Order Total: \$4.29

Not Yet Shipped

Items Ordered	Price
1 of: <i>C-Line Pressure Sensitive Peel and Stick Name Badges, Blue Border, 3.5 x 2.25 Inches, 100 per Box (92265)</i> Sold by: Amazon.com LLC Condition: New	\$3.93

Shipping Address:
Sherryl Malanao
41 E 8TH ST APT 706
CHICAGO, IL 60605-2365
United States

Shipping Speed:
Two-Day Shipping

Payment information

Payment Method:
Discover | Last digits: 4207

Item(s) Subtotal: \$3.93
Shipping & Handling: \$0.00

Billing address
Monica Crinion
731 61st Street
Downers Grove, IL 60516
United States

Total before tax: \$3.93
Estimated tax to be collected: \$0.36

Grand Total: \$4.29

To view the status of your order, return to [Order Summary](#).

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C & L Printing Co.
 228 South Wabash Ave., Suite 260
 Chicago, IL 60604

Phone #: (312) 235-1168
 Fax #: (312) 235-0380
 E-mail: orders@CandLprinting.com

Date	Invoice #
11/13/2015	137443

Invoice

Bill To:
 Sherryl Malanao
 708-307-5691

Ship To:
 888 Flax/Picture Us/Color

Customer Contact	Contact Phone #

P.O. Number	Job Name	Account #	Ship Via	Rep	Order Date
	Board	1563	pick-up	M	11/13/2015

Item #	Description	Sets x Originals @ Sq ft	Item qty	Item Price	Amount
printing 216	Large-format color toner Mounting 3/16" foam board per sq ft	1x1x6 1x6	6 6	2.00 4.00	12.00 24.00
PAID CASH 11-13-15 MC					

				Total	\$36.00
				Net 30 days	
				Balance Due	\$36.00



Gourmet within reach.

230 W Monroe Street
Chicago, IL 60606
312-727-0054

Host: Jocelyne	11/17/2015
ORDER #532	2:12 PM 10435
New Gift Card	20.00
XXXXXXXXXXXX1566	
Tran:720923	
Auth:135700	
New Gift Card	20.00
XXXXXXXXXXXX2284	
Tran:828510	
Auth:135911	
New Gift Card	20.00
XXXXXXXXXXXX4044	
Tran:829590	
Auth:604644	
New Gift Card	20.00
XXXXXXXXXXXX7904	
Tran:829139	
Auth:128977	
New Gift Card	20.00
XXXXXXXXXXXX2228	
Tran:719908	
Auth:420477	
New Gift Card	20.00
XXXXXXXXXXXX9717	
Tran:719864	
Auth:369588	
New Gift Card	20.00
XXXXXXXXXXXX1264	
Tran:826242	
Auth:016277	
New Gift Card	20.00
XXXXXXXXXXXX7068	
Tran:720826	
Auth:361911	
Subtotal	160.00
Tax	0.00
TAKE OUT Total	160.00
Visa #XXXXXXXXXXXX4089	160.00
Authorizing...	
Balance Due	160.00

Mc A... 11/17/2015

YMG Senior Night - Boston Section/BSCES

1. Section, Branch	Boston Society of Civil Engineer Section/ BSCES
2. Section/Branch Size	Very Large
3. Project Contact	
Name	Alyson Stuer
Phone Number	(617) 903-4516
Email	A.Stuer@cccellc.com
4. Project Category	College Student Outreach
5. Project Description	<p>The project was designed for a singular evening event for students and professionals to interact. The event was hosted at a local restaurant and included dinner with networking tailored. Technical groups introduced themselves to the students, demonstrating the widespread programming offered in the Section. The goal was to provide networking opportunities between student chapters, young professionals involved in the YMG, and current BSCES members from technical groups. The focus of the evening was to showcase the incentive and benefit of being active in the Section and drawing more interest to the event and BSCES in the coming years.</p> <p>The event included an ‘interest based’ program to match students at dinner tables with ASCE Section Members in professions aligning with the students’ interest and professional aspirations. This matching, along with icebreakers, allowed for deeper networking connections that were meaningful and valuable to the student. Additionally, YMG compiled a handbook for the students that mirrored the ASCE Student Resource Guide, but with a focused local flare. It included key advice to getting started after graduation and the following topics:</p> <ul style="list-style-type: none"> • Networking • Representing yourself in your resume • Interviewing • You’ve landed the job (paperwork, taxes, insurance, 401k) • Professional licensure • ASCE Membership benefits • Resources (including a current BSCES Member Profile for contact information in case of future questions)

	To develop the handbook, the committee engaged the community in an engineering related photo contest on social media.
6. The Process (What you did, When and How)	<p>The committee met several times; every few weeks to progress the development of the event and the handbook. Meetings provided an opportunity to divide up tasks and personalize invitations to students and members. Student invitations went out in January to ensure enough time was provided to send professional invitations, since interests were being matched.</p> <p>The development of the handbook began with a photo contest in January as soon as the event was setup. The handbook was published a few weeks prior to the event using an outside printing company to ensure professional quality.</p>
7. Those in Charge (Committee, Task Committee, Etc.)	The vice chair of the YMG (Alyson Stuer) took on the role as committee chair with four committee members including the Student Affairs Committee Chair.
8. Time Frame (When Started, When Completed)	This project began with an application for a STAY grant in September that was awarded on September 30, 2015. The preparation and planning work continued through the event on March 1, 2016. A photo contest was hosted. The event was a single evening.
9. Success Factors (The Parts that Worked Really Well)	The photo contest provided an interaction for the students and younger members, this included gaining a large following on social media for future distribution of information. The matching of professionals to the students worked well for engagement at the event. This was difficult to plan because it was based on student attendance but was very successful in meeting the expectations of the committee to provide a more meaningful connection.
10. Setback Factors (The Parts that did Not Work Well)	There was no cost for the event, therefore registration and cancellation deadlines were not taken seriously by the students. We would recommend instituting some fee to keep the students responsible. This was not an issue with professionals, and we would not institute this policy for those that participate because they are volunteering their time.
11. Creativity (This is something off the wall that we did)	<p>A Facebook photo contest. Check it out here:</p> <p>https://www.facebook.com/BSCES-Younger-Members-Group-229657590536072/photos/?tab=album&album_id=519571244878037</p>
12. Administration (What was most Important?)	Due to the size and personalization element of our event, it is essential to have a committee organize and execute tasks to keep the planning process moving forward. Furthermore, it is also important to take advantage of ASCE resources.
13. Follow-Up (What was most important?)	The survey was key to provide feedback, but also another point of contact with the students. Providing graduations stoles also allowed us another point of contact because we asked for photos. Interacting with the students' multiple times reminds them of the Society and all that it can offer to them.
14. Recommendations (What you should ALWAYS do with this project?)	Provide students with an incentive to attend. We were able to provide students graduation stoles, ASCE gift packs, and our personally developed handbook.

<p>15. Cautions (What you should NEVER do with this project?)</p>	<p>No cost to students. There is a significant amount of effort to match the right professionals to the students, and the event falls apart when students do not show up or cancel last minute.</p>
<p>16. The Outcome</p>	<p>The program participation was centered on the students. We opened student registration early in hope of having representatives from all ten schools in the section. We were able to have representatives from nine of the ten schools register. The students were asked to fill out surveys as part of the registration. The final attendance included 23 students, 18 members, and 5 non-members. In addition to the attendance at the event, the participation in the photo contest provided over 30 new Facebook page likes establishing a larger reach for the future.</p> <p>We used various feedback mechanisms, such as reviewing professional level membership requests and surveys. The use of a sign in sheet provided an immediate feedback mechanism. The student population included some going into graduate school and others continuing into their professional field. Overall, twenty students are going into the professional field and nineteen signed up to be transitioned into a professional membership.</p> <p>Of the twenty-three participating students, twenty-one responded to the event survey. One of the major differences between this event and previous interactions was the matching of professionals to the interests of the students. Over 90 percent of the responses said this grouping of students with professionals, based on fields of interest, was useful; two thirds of respondents stated they intended to stay in touch with one of the professionals after the event. All students who attended said they would recommend the event to a peer.</p> <p>Additionally, a major component of the event was the development of the BSCES Student Resource Handbook. Based on the responses to the survey, it will be a valuable resource to the students.</p> <p>Finally, an outcome we were not anticipating was two thirds, fourteen students, have been added to the YMG email alias to continue their participation in the younger member group. This first step in getting new involvement is considered key to the future of our Section.</p>
<p>17. Ongoing Activity (Would you do it again?)</p>	<p>Due to the financial obligation of an event this large, we would consider the event if funding were provided. We would make several changes: possibly a lower cost meal option such as hosting at an office with a large conference room with catering and charging the students a nominal fee. The response to the event was well received by the professionals and students, exhibiting future feasibility. We host several student events each year and will incorporate some aspects of this project into them.</p>
<p>18. Speaker Contact Information (person from your Region who would be willing to speak about the Best</p>	

Practice)	
Name	Alyson Stuer
Address	214 Lincoln Street, Suite 400, Boston, MA 02134
Phone Number	617-903-4516
Email	A.Stuer@gmail.com
19. Additional Comments	<p>This Best Practice includes the following attachments:</p> <ul style="list-style-type: none"> • BSCES Student Resource Guide



BSCES STUDENT RESOURCE GUIDE



STARTING YOUR
CAREER WITH THE
RIGHT KNOWLEDGE.



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Networking

A firm handshake and the ability to carry a conversation with others can take you a long way – it can help you secure your first job and build connections thereafter. The first step to succeeding at networking is not allowing the concept to intimidate you. If BSCES or your school is hosting a networking event, go to it in your best suit, even if it is outside of your comfort zone. Meeting these professionals will help make your world a bit bigger and also make your face known in the industry as a fellow rising professional. Reaching out to a contact you met at an event, a colleague of a professor, or a speaker at a conference you attended may seem scary, but it shows that you have motivation and confidence in your abilities. Ask them for advice or for any leads on job opportunities. The connections you create today will get you noticed, and might give you the edge tomorrow.

The industry of civil engineering relies on networks of professionals working together. Many projects involve teaming together with all different facets of the civil engineering profession. A network of people in a variety of fields provides you with contacts to discuss technical designs, as well as an opportunity to create future business teaming opportunities as your career progresses.



The Boston metro area, like many other geographical regions, is an area where networking is vital.

Go into events confident, with an idea of how you would introduce yourself, your company (if applicable), and be able to talk about your professional interests. See the conversational pyramid which can guide you through a conversation. If you have worked on a recent project in school or at your job you should be able to discuss it with people you meet who are interested. Being passionate and excited about what you are doing can produce great first impressions.



Having a conversation starter will ease you into discussions. Finding common ground and being truly interested in the discussion will provide a natural flow. Seek to learn about others as they learn about you during networking events. Professionals across the board throughout different industries can agree on one item, and this is *listen more than you talk*. Take note of the topics that others engage in, and remember what they say – people will notice and appreciate this.



Networking can occur both formally at events and informally anywhere you go and meet new people. With each time you meet a new person you will become more comfortable representing yourself.

Did you know?

Post your completed resume on the ASCE Career Connections Online Job Board. If you are having trouble developing a resume that truly represents yourself, ASCE also has professional resume writing services.

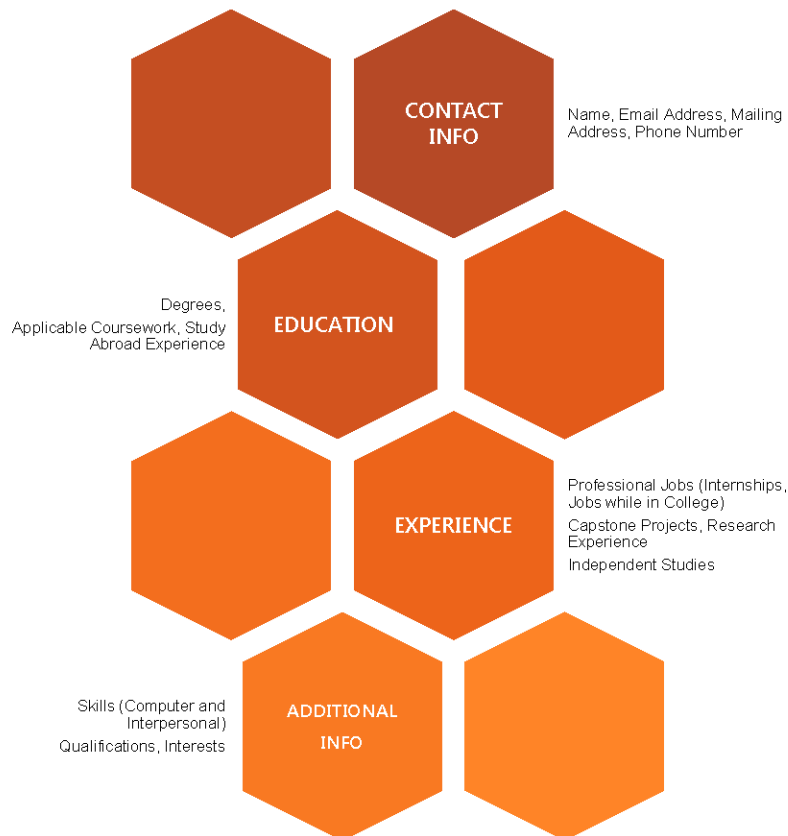
www.asce.org/careers

Representing Yourself in Your Resume

At the start of your career, the reality of the job hunt is that your job application process often starts with a hiring manager glancing over an 8.5x11 inch sheet of paper and making an instant judgment call. Your resume is the first step towards your interview, and your first opportunity to prove your reliability, enthusiasm and employability. The resume that you send to companies needs to demand attention and represent the best parts of you. Be concise, elaborate on your most impressive achievements, especially the ones that are relevant to the position at the company that you seek. Limit extracurricular activities and do not waste paper space with high school activities. Use syntax to your advantage and be careful to replace weak verbs with more powerful ones. A rule to follow is to list your GPA as long as it is higher than a 3.0. You can also include your civil engineering major GPA instead of, or in conjunction with, your overall GPA.

Each school typically has a career services office where students and alumni can seek assistance writing your resume. The senior staff in these offices are usually well versed in human resources and can help you create a targeted resume to the position you are applying for. Tailoring your resume to the position could be the difference between being overlooked and landing an interview. This tells the employer that you are care about the company and job.

What goes in your resume? *Making sure you have the basics set up in your resume allows you to add pertinent information for the specific position.*



Now that you have your resume...

Remember that a potential employer could now use the information you provide in your resume. Make sure that the phone number has a professional voicemail greeting recorded.

Some job applications will ask you to submit a cover letter. The cover letter is a great way to explain your qualifications and interest beyond the resume.

Some applications will ask for references. Be sure to ask the people who you would like to have as references in advance. This includes asking which contact information they prefer to be shared.

Interviewing

Pay attention to the things that your mother nagged you about as you grew up – those are the same things that you should be focusing on for job interviews. If you are on time then you are late. Dress for the job you want. Use your manners – that means stand up to shake hands before and after the interview, Say “please” and “thank you,” and look your interviewer in the eyes. Try to appear relaxed, and do not over-sell yourself. An experienced interviewer is paying attention to your personality and how one would fit in socially. Most importantly, BE PREPARED. Research the company as if you are preparing for a test, or even better – preparing for a new project at your new job.

Come to the interview with a list of insightful questions to ask – bonus points if they are about specific projects the company is working on.

While the interviewer is determining how you fit the company’s needs, you also need to determine if you would fit in with the team. Asking questions about the corporate culture and the team you will work with can provide you important information about what your day to day life may look like at the company, aside from the technical work.

Part of loving your job and being a productive employee is working in an environment that fits you.



Dig in and research before you interview – This is your opportunity to show that you are resourceful, prepared and care about the position.

You wouldn’t start a new project before looking through existing conditions plans and doing research, would you?

Learn about the team in the interview. Knowing the atmosphere in the office can help you determine if it is a good fit for you.

WHERE DO YOUR VALUES AND THE COMPANY VALUES OVERLAP	
I Most Value	My Company Offers
Health and fitness Family time and personal time Investing and saving money A positive social work environment Community Involvement Continuing Education	Wellness reimbursement programs Flexible hours and extended family leave Outstanding benefits Social events, constant communication Outreach programs and charity events Reimburse tuition, Pays for seminars

The photos capture a team of engineers working to build a model of a crane operation they were involved in.



You've Landed the Job

You've landed the job! You should be very proud and excited for the road ahead. This section will focus on some basic information to prepare you for your shift into the workforce.

Office Environment

Transitioning from college into the workforce can be tricky (goodbye office hours, hello to hours in the office), but stay positive. If you are open to learning, respectful and responsible, you will be successful. This section includes tips to help you in your transition.

*What Professional Certifications and Accreditations align with my career goals?
(LEED AP, ENV SP)*

What does my company value most in an employee?

Upfront Research Learn as much as you can about your company reputation, office environment and company policies in the beginning. Read the company policies that are given to you (don't treat these how you treat an end user license agreement).

Familiarize yourself with where to find company resources: *Safety Manuals; IT Help; Company Forms and Templates; Mailing Policies; Design Standards; Office Supplies; Quality Assurance Procedures.*

Who should I contact with technical problems?

Get to know your company software standards at the very beginning – make sure that all of the work you generate complies with your company standards.

Ask Questions As a new employee, you will not be expected to know everything, but you *will* be expected to have the zeal to learn. This means: Ask many questions in the beginning, take *many* notes and stay organized, do not feign understanding or try to cover up a mistake to avoid embarrassment. Understand that it may take you longer to finish a task in

Are my work hours set or flexible? Can I take a 2 hour break for an appointment, can I make time up on weekends? How far in advance should I request time off?

the beginning, and this is normal – use every task as a learning opportunity. People around you are usually happy to help, and it may be helpful to find a specific person early on to help you learn the ins-and-outs of day-to-day work life.

What is the company dress code?

Hint: Most professionals agree it is better to dress up than dress down – Many say you should dress as formal as your supervisor.

How detailed should I be on my Timesheet?

Can I bill to overhead?

Do I need approval to work overtime? Do I get paid for overtime?

Be Professional Be proud of the work that you produce, and try your best to be a colleague that someone will enjoy working with.

Tips:

Be punctual. Always meet your deadlines, do not be the last person walking into the office every day;

Be reasonable. If you have an internal or external deadline that you cannot meet, tell someone immediately;

Respect others and be positive. Do not get involved in office politics, do not gossip;

Be Honest and Transparent;

Do the research and ask questions if you are still not sure how to approach the problem;

Produce work that you proud of. Double check your work and make sure that it conforms to company standards;

Seek feedback and embrace respectful criticism from others.

Find a Mentor Whether your new company offers an official mentorship programs or not, ask someone with admirable professional qualities to be you mentor – your mentor will provide you with invaluable information and help you succeed. First, spend some time figuring out what your goals are and whom you see as a professional role model. This can be someone with great technical skills, managerial skills, or someone that has mastered work-life balance. You can find a mentor within your company or outside your company. Some people find having both an internal and external mentor is helpful.

Am I expected to attend networking events, and if so is this on my own time and on my own dime?

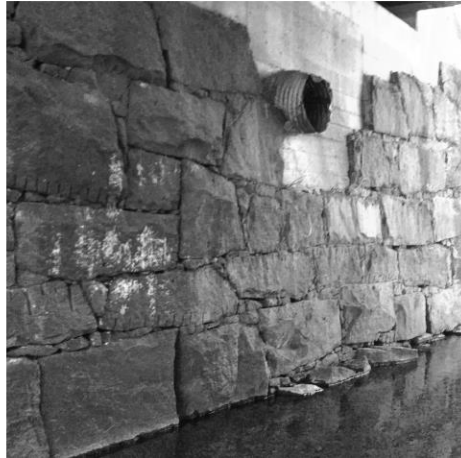
Do not be afraid to ask, and make sure to set up expectations of the mentor-mentee relationship early on (e.g. what aspects of work you will like to discuss, confidentiality, and reasonable time expectations).

What's Coming Out of Your Paycheck

Managing your money and understanding your income is a very important step in becoming a successful professional. This section provides some background information on your paycheck, but make sure you take the time to research further and sort out your personal finances early on. Each person has a unique situation to be evaluated. This section is intended to provide an overview of what you may see on your paystub.

Gross Pay is the total amount of money that you earn based on your salary, *Net Pay* is what you actually take home after *Deductions*. These deductions typically include:

Federal Income Tax: Your employer withholds this tax in order to pay federal taxes; the amount is determined by your W-4.



State Income Tax: Depending on which state you live/work in, you most likely have to contribute money for state income tax. Each state has specific withholding rules for resident and nonresident employees.

The Federal Insurance Contribution Act (FICA): FICA is comprised of Medicare and Social Security.

Voluntary Deductions can include health insurance, dental insurance, life insurance, vision insurance, disability insurance, and pension or retirement plans. Some deductions may be taken out pre-tax while others are taken out post-tax.

Make sure that you explore your best options for benefits offered by your company and talk to someone with more experience (family members or Human Resources are great resources). Does your company offer pre-tax transit passes; Does your company offer a Flexible Spending Account (would you actually use it); Does your company match employee contributions to a retirement plan (e.g. a 401k) up to a certain amount? Find out what your company policies are and take advantage of the benefits (most professionals agree that beginning to invest for retirement as soon as possible via a 401k is extremely valuable).

EXAMPLE PAYSTUB

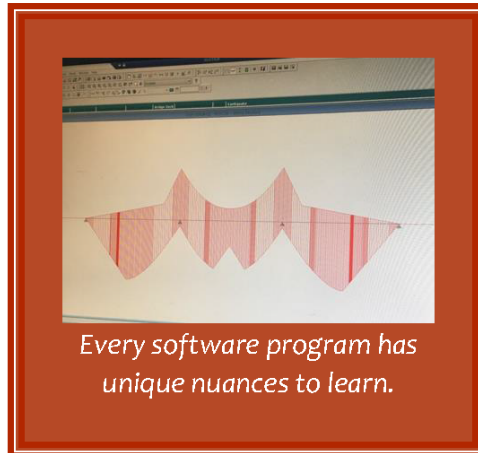
	Check Date 12/18/2015	Reference No.											
Amount													
Direct Deposit Voucher													
Amount you take home													
Payee													
Non-Negotiable													
<small>Fold Here</small>													
<small>12/18/2015 9:06:55 AM</small>													
Company Name													
Company Addr.													
Employee Name													
Company No.	Payroll No.	Pay Freq. Bi-Weekly											
Employee No.	Division No.	Start Date 11/21/2015											
SSN No.	Home Dept. No.	End Date 12/04/2015											
Check No.	Net Pay	Check Date 12/18/2015											
		Tax Status											
		UCI State MA											
		Xtr/Fxd Flat Xtr/Fxd %											
Earnings													
Dept. No.	Current			Year-to-Date			Tax Description	YTD Amount	Deductions & Memos				
	Description	Rate	Hours	Amount	Description	Hours			Amount	Description	Current Amount	YTD Amount	
100	0-Regular Pay				0-Regular Pay						2-8H125		
100	2-Holiday				2-Holiday						5-401K		
100	5-Bonus				3-Vacation								
					4-Sick								
					5-Bonus								
Employee Totals				Total YTD:									
Available Leave Totals:			Sick Hours	Vacation Hours			Personal Hours						
Account Type	Bank Routing No.	Bank Account No.		Amount Deposited									
Company Memo:			Private Memo:										

Above is an example direct deposit voucher – many companies opt for direct deposit to pay employees. You will typically find general information about the company and yourself at the top. Then you will find the summary of your current pay period (weekly, bi weekly, monthly, etc.) as well as the year to date totals (YTD). Some companies also include the accrued sick, vacation, personal hours, 401k deductions, and health insurance deductions. Each company will have a unique system therefore it is important to learn the policies of your employer. The bottom of the paycheck includes a breakdown of where the paycheck was deposited. Some people opt to put it into multiple accounts dividing their net income while others put it all in one –this is a personal finance decision.

Building a Foundation for Growth

By obtaining a degree in civil engineering you have taken the first step towards professional growth. In your job you may or may not apply the technical material learned during school in a literal sense. Regardless, your degree has prepared you to think, learn and grow as an engineer throughout your career. As we mentioned before, you will not be expected to know everything, but you will be expected to have the zeal and ability to learn.

Your office may use a new software that you are not yet familiar with – go online or use office resources to learn the software. Ask questions as you learn and do not be discouraged by the learning curve – as long as you are putting in genuine effort.



ASCE provides access to many topics through on-demand learning. BSCES hosts a number of technical seminars and webinars throughout the year coordinated by the varying technical groups and committees. It is important to take advantage of the learning opportunities you have access to both in the office and beyond.

Continued Learning

In most cases, graduating college means you are just the beginning of your education. In the workplace you will be faced with unfamiliar challenges constantly. As engineers, the learning continues throughout your career as the field evolves, codes change, and you embark on new projects. You may choose to or be required to take training courses to develop skills. These courses could be technical based such as the Federal Highway Administration National Highway Institute Courses (FHWA NHI), non-engineering skills such as the seminars in the soft skills of marketing, or they could be software related. These opportunities will strengthen your background and allow you to become a well-rounded, competent engineer.



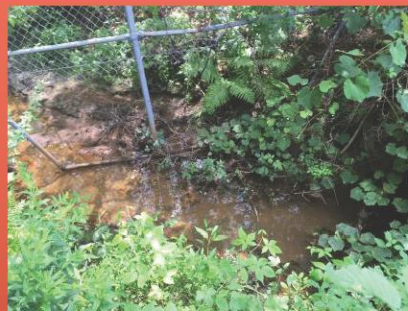
Tours that professional organizations or your company set up can teach you a multitude of things. Pictured is a visit to the precast concrete plant. Knowing how concrete is precast can help you in design.

In addition to going to programs recommended by your company, the technical groups of ASCE host a number of seminars to further your knowledge. The events are often in conjunction with clients, such as the MassDOT Bridge Manual Day hosted by the Structural Institute. There are numerous opportunities to continue your growth in nearly any branch of civil engineering.

Another recommended way to keep up to date is to read technical journals. These provide information on current projects, code changes, and the latest innovations in your field. ASCE distributes 'ASCE SmartBrief' newsletter via e-mail as a subscription, which keeps you up to date on global headlines in the civil engineering community.



"I was specifying welds for my projects but I had no idea what welding involved so I decided to take a weekend welding course on my own time to become a better engineer." – A. Stuer



Take a webinar on Erosion Control to learn the best practices for stormwater pollution prevention from your Project Site during construction.

Graduate School

Many civil engineers consider graduate school either immediately after undergraduate or as they continue their career.

It is up to you to assess your unique situation to determine if graduate school is the right fit. It is a significant time and financial commitment to make and should be taken seriously. Each field of civil engineering has a different emphasis on the importance of a graduate degree; for instance structural engineers are more likely to have an advanced degree than land development engineers.

Finance

Talk to someone about financial reimbursement that your company may provide - many companies already have a policy on tuition reimbursement. Keep in mind reimbursement typically does not cover the entire cost of tuition, and is often performance based.



Graduate School can open doors for your career.

Degree Options

It is important to align your career plan and interests with your degree. If you want to be the technical leader in your field, a technical graduate degree (MS) may be the most advantageous. If you want to pursue a managerial role in an engineering firm, you may want to seek a business (MBA) or engineering management degree. As you develop your career and skills you will be able to decide which path fits best, and what degree – if any – would be most beneficial.

Schedule Options

With online program opportunities growing, there is a new level of flexibility to obtain a degree whether it be online, on campus, a hybrid of the two, part-time or full time.

Advice from Us to You



Civil Engineering is about engaging with the community and improving public safety, public health and building a sense of community.

Photo: Janet Echelman's Sculpture over the Greenway

The main thing I wish was more of a focus in college is the non-engineering side of the business. Engineering schools do a great job preparing folks for the technical/problem solving/engineering world, but there should be a class or two that provides the following topics at a high level. Some schools are better than others, but these are a HUGE differentiator: Business development; Networking; Accounting; Corporate Structure; Public/Municipal vs. Consulting; Contracts; Resumes; Writing (technical, proposals, letters, etc.); Public speaking.

*-Gary Pease, PE, LEED AP BD+C
Vice President- Civil Engineering
Principal*

The most valuable thing I learned in college was how to work on a team, whether it was with the ASCE Student Chapter or Senior Design Projects. Every person at your office is different, and being able to know how to work well with others is key to being successful in the office environment.

*-Cara Pirkey, EIT,
Transportation
Engineer II*



There is a lot more involved with engineering than just basic design. It is important to think about how a project will impact the public. It is also important to consider constructability and whether or not what you are designing is even feasible.

-Jamie Mucha, PE, Structural Engineer

Professional Licensure

Professional licensure is a protection for clients, ensuring that there are sets of standards for a professional. Attaining a professional license is not exclusively a matter of technical competency but also the inclusion of the ethical obligations related to the engineering profession.



Preparing for the P.E. is a major milestone of your career. ASCE has a variety of resources for preparing for the P.E. Exam including live Webinar courses, on-demand recordings and many materials. Additionally, BSCES has a live refresher course for exam preparation. Most review courses are taught by professional engineers who currently practice in the area they are teaching.

Obtaining Professional Licensure

All professional licensure is dependent on the state in which you seek to practice in. Generally, the National Council of Examiners for Engineering and Surveying (NCEES) provides the test that the majority of states use. Also available through NCEES is the information by the State Licensing Board.

The first step is to attain your Engineer in Training (EIT) or Engineering Intern (EI) status, which includes taking the Fundamentals of Engineering Exam (FE).

In addition to this first step you must then complete the experience required by state guidelines based on your education and background.

Once you have attained the required experience, you can apply to the state board to take a professional licensure exam. Note that each board has varying requirements for application, and varying timelines. Upon approval of your application, you are able to register to take the exam you were approved for by the state board.

Want More Information?

Simply searching for information about professional licensure will inundate you with information from a variety of sources. In order to understand how professional licensure works within the civil engineering profession it is easy to find information on the ASCE and local section websites.

These sources keep you up to date including possible changes that will occur.

Additionally, with eLearning webinars including “Your Path to Professional Licensure” and “Navigating the P.E. Exam”, your ASCE membership is a stepping-stone to develop an early career plan that will allow you to reach the milestone of professional licensure.

There are numerous areas that professionals can be specialized in for the professional examination, and each field has different testing requirements. For civil engineering there are the following fields: PE Civil Construction, PE Civil Geotechnical, PE Civil Structure, PE Civil Transportation, PE Civil Water Resources and Environmental, and the SE Structural.

Preparing for the Exam

Studying for the exam is a major undertaking that requires a time dedication and personal willingness. Civil engineers are the most common type of engineers to seek professional licensure, considering the close work we do with the public. Most exam takers purchase review materials and/or take a course.

It is important to be familiar with the exam prior to taking it, and to have all of the required references as outlined on the NCEES testing page. Testing may permit multiple attempts, and requirements vary depending on the state. It is important to know the local regulations when seeking professional licensure.

Once you have attained professional licensure it is important to ensure you meet all requirements for retaining this licensure including professional development credits. Each state has a variety of requirements and the engineer is responsible for knowing the regulations regarding using their professional engineer’s stamp, and retaining the qualifications necessary to keep licensure up to date.

ASCE Membership Benefits

Building Your Career

As a member of ASCE you begin to emerge as a leader taking on responsibilities and roles outside of the office. Many employers see the advantageous nature of being involved as a growth of the company network and reputation.

Staying Current

Remaining up to date is easy with subscriptions to technical publications, daily newsletters and monthly magazines that are available through your ASCE membership. ASCE also offers eLearning webinars and on-demand courses.

Technical Groups

BSCES has eight technical groups and ASCE Institute chapters focused on specific technical aspects of the industry. Many of these groups also provide scholarships and recognition awards to students and professionals.



Younger Member Group

The Younger Member Group (YMG) aims to foster professional growth, ethical awareness, and technical competence of young professionals. YMG also bridges the gap between young professionals, undergraduate students, and more experienced professionals in the field. Becoming involved is an ideal way to curb the stress in your transition from a student to a young professional. Young Professionals (under the age of 35) are typically involved in YMG, often in conjunction with some involvement with other technical groups. Professionals typically then ‘graduate’ to more specific technical groups further on in their careers.

The YMG hosts many fun events for young engineers in the area to get together in a social setting. There is an effort to balance professional networking in a comfortable, less formal atmosphere. Events throughout the year include Bocce Tournaments, Ski Trips, Billiards Tournaments, Bowling, Charity Toy Drives, Holiday Meal Drives and *much* more.

Giving Back

Engineering is a field in which there are many opportunities to give back to the community. The BSCES Outreach Committee provides many opportunities to participate in outreach, including the Model Bridge and Future City Competitions. Additionally the technical groups host events with the community in mind. As an ASCE member you are also eligible to receive exclusive member discounts to join Engineers Without Borders (EWB-USA).

Graduated Dues for Graduates

ASCE recognizes as a recent graduate you are working hard to get your career going. As such they have an introductory dues schedule that increases to the full amount over a five-year time frame. Consider asking your employer as you become involved what they are willing to help pay for and consider any contribution an additional benefit.

Year	Dues
Year of Baccalaureate Graduation & 1 st Year After	\$50
2 nd Year	\$85
3 rd Year	\$125
4 th Year	\$175
5 th Year	\$225

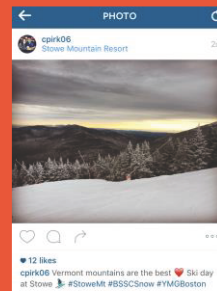
BSCES Membership

Your BSCES Membership will include access to our Technical Group lectures and seminars in various disciplines, discounts to more than 50 annual events, outreach opportunity, access to over \$40,000 annually in awards, donations prizes and scholarships. In addition to you ASCE Membership, your BSCES Section Dues will be \$85 annually. Go to BSCES Membership to learn more.

LET'S GET TOGETHER!



Holiday Party



Ski Trip



Flight Simulator





Resources

American Society of Civil Engineers

www.asce.org/careers

NCEES

<http://ncees.org/>

BSCES

www.bsces.org

BSCES/ASCE Membership

<http://www.bsces.org/membership>

BSCES Younger Member Group

Learn more and join the e-mail subscription:

BSCESYMG@gmail.com



Dinner Meeting Buddies Program – Hawaii Section

1. Section, Branch	Hawaii Section
2. Section/Branch Size	Large
3. Project Contact	
Name	Mr. Jon M. Young
Phone Number	(808) 754-2931
Email	jon@hawaiiasphalt.org
4. Project Category	College Student Outreach
5. Project Description	<p>The event our group has created is the ASCE “Dinner Meeting Buddy” Program. This pilot program paired Hawaii Section members with students in the University of Hawaii Student Chapter during the Section’s dinner meetings. Section members served as hosts for the students to promote interaction with other Section members. The goal of our program is to increase student transitions to Section memberships and help them become more comfortable during dinner meetings.</p>
6. The Process (What you did, When and How)	<p>The first step was to obtain approval of the Hawaii Section Executive Committee (EC) to develop the program. A preliminary proposal was created and sent to the EC, detailing the new initiative.</p> <p>Once EC approval was obtained, the proposed program was presented to the Student Chapter officers. The proposal to the students indicated that their attendance at the Section dinner meetings is encouraged by the Section and that the Section would provide students with a direct opportunity to interact with Section members.</p> <p>The proposal to the Student Chapter officers informed them that designated Section members would be paired with students at the dinner meeting. The Section member would welcome the assigned student(s) to dinner meeting and serve as their host through the evening. Either one or two students would be assigned to a Section member, depending on the comfort level of the students.</p> <p>The Student Chapter officers believed this would be a fantastic opportunity and approved the proposal based on two students being paired with one Section member.</p> <p>A formal proposal (attached) was submitted to and approved by the Section Executive Committee. The proposal described the program, listed the goals,</p>

	<p>explained how it would work, and provided an implementation plan. The proposal was approved and the program got started at the next dinner meeting.</p> <p>The first item of business was recruiting Section members to serve as “buddies”. There were two general recruiting methods: 1) recruit buddies prior to meetings; 2) ask members at meetings if they could participate at a future meeting after demonstrating the program in action. Both methods were successful.</p> <p>Once the buddies were secured, the second and final step was to pair them with the students attending the meeting.</p>
<p>7. Those in Charge (Committee, Task Committee, Etc.)</p>	<p>Jon Young chaired the successful pilot program. In order for the program to be sustainable, it should be run by a committee for the reasons below:</p> <ul style="list-style-type: none"> • There are eight or nine dinner meetings in a year. The committee members could take turns making the buddy assignments. • Recruiting buddies is essentially reaching out to multiple networks of people in this industry and asking them to join our program. A committee helps approach a variety of groups, increasing the size of the recruiting pool of buddies.
<p>8. Time Frame (When Started, When Completed)</p>	<p>Our efforts began November 2013 until November 2014, the pilot program year for the Hawaii Section. There were nine dinner meetings during that time frame.</p>
<p>9. Success Factors (The Parts that Worked Really Well)</p>	<p>The opportunity for students to meet practicing professional engineers and the willingness of the Section members to be a buddy.</p>
<p>10. Setback Factors (The Parts that did Not Work Well)</p>	<p>It was difficult getting a list of the Section and student members that would be attending the meeting. The list was sometimes not available until two or three days before the meeting. This provided little time to make the assignments.</p> <p>Students did not always show-up and some arrived at the door. This complicated the buddy assignments, especially if more students attended than had registered for the meeting.</p>
<p>11. Creativity (This is something off the wall that we did)</p>	<p>The entire event is unique.</p>
<p>12. Administration (What was most Important?)</p>	<p>It is important to keep track of the pairings, so that no one is paired together more than once (see below for the list of things you should always do). Pairings were tracked by spreadsheet. The link to the spreadsheet is provided in the “Additional Comments” section below.</p>
<p>13. Follow-Up (What was most important?)</p>	<p>It was important for the champion to attend each meeting to coordinate the buddies connecting with their assigned students, and to thank each buddy for their time and efforts at the end of the dinner meeting.</p> <p>It was also important to get feedback from both the participating members and the students. Feedback was received from each at the end of the meeting. Comments received from both parties was used to provide guidance to future buddies, especially new participants, to improve the experience for the</p>

	students.
14. Recommendations (What you should ALWAYS do with this project?)	<p>To the extent possible, the program should follow the guidelines below:</p> <ul style="list-style-type: none"> • Assign one buddy for every two students • A buddy should never be assigned the same student more than once • A student should never be paired with the same fellow student more than once • A Section member should be a buddy no more than 50% of the meetings they attend <p>A large pool of buddies is needed to accomplish these goals.</p>
15. Cautions (What you should NEVER do with this project?)	A Section member should not be a buddy at every meeting they attend. This would be too much of a burden for anyone.
16. The Outcome	<p>For the pilot year, the program was a tremendous success. The students appreciated the opportunity to meet the professional engineers and the buddies enjoyed the company of the students. Please consider the items below:</p> <ul style="list-style-type: none"> • Nine dinner meetings during the pilot year • 30 Section members volunteered to serve as buddies • 21 of the 30 Section members served as a buddy at least once • The meetings were attended by 42 unique students and a total of 63 students <p>Comments from a dinner meeting buddy: “I don’t know about the students, but I liked it. I talked to them before dinner and let them sit with each other during dinner, and that seemed to work out ok. I did sit with other students during dinner. It encouraged me to talk to more than just the two students (assigned to me) which was good.”</p> <p>The University of Hawaii Student Chapter President provided her thoughts on the program, which reflect those of the student chapter members. Her comments are included in the “additional comments” section.</p>
17. Ongoing Activity (Would you do it again?)	The pilot was a success. More than doing it again, it would be great if this could become a permanent activity for every dinner meeting.
18. Speaker Contact Information (person from your Region who would be willing to speak about the Best Practice)	
Name	Jon M. Young, PE, F. ASCE, ENV SP, LEED AP
Address	1287 Kalani Street, Suite 202, Honolulu, HI 96817
Phone Number	(808) 754-2931

Email	jon@hawaiiasphalt.org
19. Additional Comments	<p>Link to the MS Excel spreadsheet used to monitor the buddy/student assignments: http://hawaiiasphalt.org/wp/wp-content/uploads/ASCE-Dinner-Mtg-Buddy-Log.xlsx</p> <p>-----</p> <p>Attachments:</p> <ul style="list-style-type: none">• Comments on the Dinner Meeting Buddies Program• Photos from the event• 131020 Memo to Section re Buddy System• 131020 Memo to Student Chapter re Buddy System• 131103 Memo to Section re Formal Proposal for Buddy System

Comments on the Dinner Meeting Buddies Program

By Alexandra Unpingco, 2015 President, ASCE Hawaii Section Student Chapter

Networking—a promise made by student organizations all over the University of Hawaii campuses as a key initiative to join their flock. Fortunately for the ASCE Student Chapter, the opportunity for networking is just a few e-mails and dinner meetings away. The ASCE Student Chapter, unlike most clubs in the college scene, is the fruit of a sprawling nationwide organization consisting of Parent Chapter branching from sea to sea.

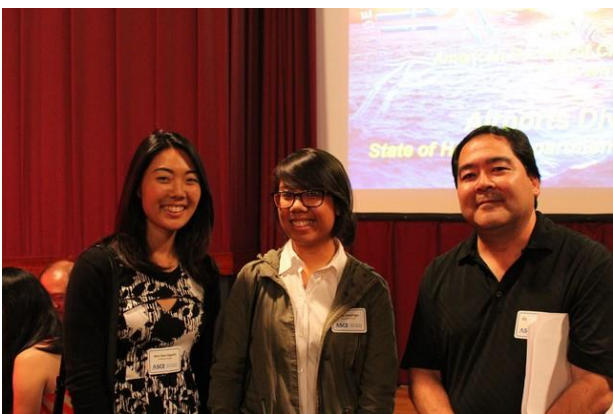
Throughout the years, the ASCE Hawaii Section, our very own Parent Chapter, has been a huge supporter in all of our Student Chapter affairs. However, interaction and communication between the two chapters in the past has been sparse. Statistics display that a total of 113 students attended professional section or branch meetings in 2013. As a result, a goal to encourage Student Chapter members to attend professional section meetings and increase attendance to these meetings by 10% was proposed for the 2014-2015 school. This would not only expose members to the profession, but also strengthen the bond between the student and parent chapters. At the end of the school year, the number of students attending section/branch meetings was 127, yielding an increase of 12% from 2013. Thus, it is our pleasure to share that our goal was successfully accomplished.

A major contribution to the achievement of this goal was the "buddy system" implemented by our practitioner advisor, Jon Young. The buddy system was used as a means of pairing a Student Chapter member with a Parent Chapter member during ASCE Hawaii Section monthly meetings. For student attendees, this was a great relief as it diminished that "awkward penguin" appearance of aimlessly walking around with no one to talk to. Additionally, the buddy system allowed students to mingle with professionals in a comfortable setting without feeling nervous or pressured as say, in a meeting with professional during an interview. Many students agree that their time with the Hawaii Section professionals allowed them to gain a clearer vision of Hawaii's civil engineering industry and what it has to offer. Conversations ranged from a variety of diverse fields and companies of the civil engineering community in Hawaii, to ASCE opportunities beyond the walls of the University. Some professionals were even kind enough to give some insight on their current projects and what a student could expect if they were to start a career in their company. At the end of each meeting, students always left with a greater sense of their professional self along with newfound confidence and determination to improve that self. The buddy system proved to be an extremely resourceful mechanism for both the students and professionals. While students engorged themselves in an endless feast of knowledge from the professionals, the professionals were able to network with hungry, potential employees. Ultimately, the buddy system was the seed to a continuously growing bond that will flower throughout future ASCE Student and Parent Chapters.

Group photo of the buddies and the student chapter members



Photographs of Dinner Meetings with Buddies in Action:



Jon Young

From: Jon Young
Sent: Sunday, October 20, 2013 9:31 AM
To: Glenn Miyasato; enomotob@gmail.com
Subject: Helping the Student Chapter

Glenn and Brian:

This memo is to bring up a former suggestion that may help the student chapter members be more comfortable at the dinner meetings. This may accomplish two goals:

1. It may encourage more attendance. I am not aware if this is a goal – hopefully it is.
2. It may encourage the student chapter member to stay involved with ASCE when they enter the working world.

The suggestion is to have an ASCE parent chapter (PC) member be paired with one or two student chapter (SC) members. The PC member would be responsible to welcome the assigned SC members to dinner meeting and serve as their host through the evening.

It would seem ideal if the PC member came from the YMF – they are a little closer in age. It could be an outreach activity for the YMF.

Thanking you in advance for your consideration of this suggestion.

Jon

Jon M. Young, PE, LEED AP
Executive Director
Hawaii Asphalt Paving Industry (HAPI)
1287 Kalani Street, Suite 202
Honolulu, HI 96817
Ph: 808.847.HAPI (4274)
www.hawaii-asphalt.org



Jon Young

From: Jon Young
Sent: Sunday, October 20, 2013 11:23 PM
To: 'Michelle Chinen'
Cc: 'Roger Babcock'; alicia.nakano@gmail.com; 'leannems@hawaii.edu'
Subject: ASCE Dinner Meeting

Hi Michelle:

Just as the Student Chapter has reached out to the high school students, the Parent Chapter would like to reach out to the Student Chapter.

Attendance by the Student Chapter members at the ASCE dinner meetings is encouraged. We like to help the students that attend have a more formal opportunity to meet the Parent Chapter members.

We are offering to have the students be hosted by an Parent Chapter member at the dinner meeting. The Parent Chapter member would welcome the assigned student(s) to dinner meeting and serve as their host through the evening. It would be either a 1:1 ratio, or if it would be more comfortable for the students it could be a 2 student:1 parent chapter member ratio.

We believe this is a fantastic opportunity for the students. Our hope is that the students would feel more comfortable and it would be a great way to get to know the Parent Chapter members.

Please let us know if the Student Chapter would be interested in such a program. The details of the program to follow.

Thanks,
Jon

Jon M. Young, PE, LEED AP
Executive Director
Hawaii Asphalt Paving Industry (HAPI)
1287 Kalani Street, Suite 202
Honolulu, HI 96817
Ph: 808.847.HAPI (4274)
www.hawaiiasphalt.org



Jon Young

From: Jon Young
Sent: Sunday, November 3, 2013 9:42 PM
To: 'Brian T. Enomoto'
Cc: 'Glenn Miyasato'
Subject: Helping the Student Chapter - Buddy System at Dinner Meetings

Hi Brian:

Here's the proposal for the executive committee's consideration. Since I am one of the Student Chapter Advisors and know many of the students, I would be relatively easy for me to coordinate this effort.

Please contact me if you have any questions.

Jon

Proposed Buddy Program at ASCE Dinner Meetings

The proposal is to have an ASCE parent chapter (PC) member be paired with one or two student chapter (SC) members. The PC member would be responsible to welcome the assigned SC members to dinner meeting and serve as their host through the evening. The host would introduce the students to other PC members and encourage the SC members to engage in conversation with PC members.

There are two goals for this program:

1. To encourage more attendance by SC members.
2. To encourage the student chapter member to stay involved with ASCE when they enter the working world.

How would it work?

- The treasurer would provide the outreach committee chair a list of the attendees by end of day of the Sunday before the Thursday meeting. The list should be available as it appears that the responses are typically due by the Friday before the meeting.
- On Monday, the outreach committee chair person would determine the number of host needed and would secure the host(s) commitment.
- On Tuesday, the outreach committee chair person would let the SC members know who will be their host.
- The host would be asked to be at the meeting by 5:00 p.m.

Implementation Plan (assuming the proposal is accepted)

Let's start with the November dinner meeting. I will contact PC members attending to ask for their assistance with the program. It could be people from the EC but does not need to be.

The goal would be to have different people hosts and have the SC members never have the same host. The outreach committee chair would keep track of the hosts and pairings.

How do we get out the word about the program?

- Post it on the ASCE Hawaii Facebook page

- Inform the ASCE student chapter president that the program has been approved. She already has been asked if the SC would participate and she said they would.
- Announce it at the November dinner meeting; having people contact the outreach committee chair if interest in being a host.
- Announce in the quarterly email blast.
- Include it in the November meeting report, and possibly all meeting reports going forward. Currently the report is only done for the Facebook page, but it could be put on the website as well.

Mentorship Program – Illinois Section

1. Section, Branch	IL Section
2. Section/Branch Size	
3. Project Contact	
Name	Kris Salvatera
Phone Number	630-820-0350
Email	ksalvatera@cmtengr.com
4. Project Category	College Student Outreach
5. Project Description	<p>The ASCE-IL Section Mentorship Program was aimed to pair university students with a working professional through a mentor/protégé relationship.</p> <p>The program was designed to help our student members gain personal career insight on the profession and also the benefits of a professional membership through their mentors. In addition, this gave Mentors an opportunity to share their knowledge and gain a better understanding of the younger generation entering the workforce.</p> <p>Our Section goals were to:</p> <ol style="list-style-type: none"> 1. See an increase of attendance at ASCE events 2. Build networking relationships between student and professional members of ASCE 3. See an increase in the transition from to student to professional ASCE membership.
6. The Process (What you did, When and How)	<p>The process of this program included:</p> <ol style="list-style-type: none"> 1. Creating a Mentorship Committee 2. Advertising for mentors to our ASCE professionals, and for protégé's to our university students at the Illinois Institute of Technology, University of Illinois at Chicago, and Northwestern University. 3. Reviewing applications and pairing mentors/proteges by their engineering discipline and common interests. 4. Challenging pairs and including an incentive to participate in meetups and ASCE events together for the duration of the program (Nov – April) 5. Planning an end of the year dinner for all participants that completed the program requirements.
7. Those in Charge (Committee, Task Committee, Etc.)	Mentorship Committee
8. Time Frame (When Started, When Completed)	<p>October – Advertise for program and applications</p> <p>November – Assign Mentor and Protégé Pairs</p> <p>November through April – Mentorship Program timeframe</p>

	April – Mentorship Program Dinner
9. Success Factors (The Parts that Worked Really Well)	<p>What worked best was creating a networking relationship between students and professionals through our Mentorship pairs based off civil engineering discipline and common interests. In addition, creating a goal for Mentors/Proteges to achieve motivated pairs to get together and attend various events.</p> <p>Another highlight of the program was the Mentorship Program Dinner. This was a formal event to invite those that completed the program to a sponsored dinner. We were fortunate to combine this event with our ASCE-IL Section Spring Dinner where ASCE President Elect, Robin Kemper, was a guest speaker. This dinner gave us an opportunity to recognize our Mentorship Program Participants, highlight the values resources of being an ASCE professional member, and create another networking event between students, professionals, and our ASCE Board Members.</p>
10. Setback Factors (The Parts that did Not Work Well)	There were a few pairs where either the Mentor or Protégé moved away, or the Mentor/Protégé felt their pair was not an ideal fit. In these situations, the Mentorship Committee searched for new suitable pairs.
11. Creativity (This is something off the wall that we did)	We created an incentive for Mentor/Protégé to be active in their Mentorship Program. Pairs that completed and logged a certain number of events with each other (ASCE events, outreach, social gatherings) would be invited to a sponsored dinner at the end of the program.
12. Administration (What was most Important?)	Having a committee to initiate the program, review applications, pair students and professionals, overseeing the participants, and planning the dinner was important to the success of the program.
13. Follow-Up (What was most important?)	<p>After completion of the program, a survey was sent to all participants to solicit feedback for future improvement of the program.</p> <p>The Dinner also served as a common gathering place for all participants to meet each other's pairs and share their experiences. We received a lot of vocal feedback during this time.</p>
14. Recommendations (What you should ALWAYS do with this project?)	It's important to have some type of committee or leadership driving this program. This group helps pairs Mentors/Protégé's in ideal situations, problem solve any issues during the program, and keep constant contact with program participants to motivate them to continue to be active.
15. Cautions (What you should NEVER do with this project?)	Be clear this is a professional networking experience and students and professionals only benefit from each other's commitment. Some pairs may not work out, so it is best to plan for situations where a new pair may be required.
16. The Outcome	<p>The most valuable lesson we learned is Students want to be mentored and Professionals are willing to teach and guide the students.</p> <p>We received a total of 50 applications and were able to create 24 mentorship pairs. Most pairs were active in the program with a good motivational push throughout the year from the Mentorship Committee.</p> <p>Through surveys and the end of the program dinner, we received many</p>

	<p>comments that this program was a wonderful experience helped initiate a great networking relationship between professionals and those younger entering the workforce. Many of our professionals ended up hiring their protégé as interns for their company.</p> <p>Overall, this program was a success and we plan to do this annually. The changes we would make would be to advertise this program earlier in the year and allow the Mentorship Program time-frame to last longer than 4 months.</p>
17. Ongoing Activity (Would you do it again?)	Yes. We hope to continue this program on an annual basis when the new school year begins.
18. Speaker Contact Information (person from your Region who would be willing to speak about the Best Practice)	
Name	Kris Salvatera
Address	550 N. Commons Drive, Aurora IL 60504
Phone Number	630-820-0350
Email	ksalvatera@cmtengr.com
19. Additional Comments	We created a Mentorship Program Guide for participants to keep as a reference throughout the program.

ASCE - IL SECTION
MENTORSHIP PROGRAM GUIDE

2017



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Photo Courtesy of Andrew Wilding Photography

Program Goals

- Connect student and professional members of ASCE in order to create a long-lasting networking relationship.
- Increase student motivation and excitement about the industry.
- Transfer the mentor's knowledge gained through experience as a professional.
- Expand leadership, coaching, and interpersonal skills.
- Provide an opportunity for students to learn and practice professional networking.
- Facilitate personal and professional growth.

Program Overview

Participants

For the purposes of the ASCE-IL Section Mentorship Program:

- **Protégés** are student members of ASCE participating in the mentorship program
- **Mentors** are professional members of ASCE participating in the mentorship program
- **Mentoring pairs** are mentors and protégés matched per the program application process
- The **Mentorship Program Committee** is a small group of ASCE members who have volunteered their time to facilitate the mentorship program.

Timetable

The formal ASCE-IL Section Mentorship Program will last from November to April, and will consist of a series of events for mentors and protégés to complete together. After this time, a more informal relationship can be maintained if both parties so choose.

Structure

Mentors and protégés will receive a point for each logged event they attend together (see the attached event log form). The following is a list of sample events:

- Grab a meal together
- Meet for a visit at the mentor's work environment
- Attend the ASCE Student/Professional Bowling Event
- Attend the ASCE-IL Section & Technical Groups Holiday Party
- Attend any ASCE-IL institute hosted event (EWRI, GI, SEI, T&DI, UP&D, and/or YMG)
- Volunteer at an ASCE Student Outreach Committee Event
- Attend an ASCE hosted conference

If you have an idea for a meet-up or event that does not fall into any of the categories above, contact the mentorship program committee at stoutcommittee@gmail.com for approval for it to be counted toward your point total. The intent for this program is to allow flexibility within its structure so as not to detract from the overall interaction. If you're looking for more options, don't forget about the ASCE events calendar which can be found at www.isasce.org/calendar. If you are interested in attending a YMG event, make sure to get a punch card and keep an eye out for punch card eligible events.

Prizes

On April 1st, logged events for each mentoring pair will be tallied and totaled. Each mentoring pair with a total of four points will get **free entry into the ASCE President Elect/Student Scholarship dinner on April 12, 2018** at Maggianos Little Italy in Chicago, IL. In addition, the top three mentoring pairs who attend the most **ASCE hosted events** will be eligible for a pair of Amazon Gift Cards.

- 1st place - \$50 each
- 2nd place - \$25 each
- 3rd place - \$10 each



Photo Courtesy of Brittany Bekas Photography

Roles & Responsibilities

Mentors

- Set aside 3-4 hours per month to participate in the program
- Be a role model
- Be a good listener
- Know how and when to give feedback
- Set high expectations for your protégé
- Hold your protégé accountable
- Help build your protégé's self esteem
- Provide a view of work through the eyes of the professional
- Assist in career planning
- Be a confidant
- Give something back to the profession!



Photo Courtesy of Jason Dixon Photography

Protégés

- Set aside 3-4 hours per month to participate in the program
- Be receptive to feedback and mentoring
- Agree that this relationship is not centered around a job search
- Think about your future and how your mentor can guide you
- Take advantage of your mentor's knowledge, experience, and expertise
- Respect your mentor's time constraints
- Listen to, question, and strategize with your mentor



Mentorship Program Committee

- Administer the mentorship program
- Ensure both mentors and protégés are following through on their commitment to the program and one another
- Welcome any ideas, suggestions, or feedback for future improvement

Contacts

The mentorship program committee has been formed to assist you in any way we can. If questions arise please do not hesitate to contact us at stoutcommittee@gmail.com.

Frequently Asked Questions

Who can participate as Mentors in the ASCE-IL Mentorship Program?

Any employed (or retired) professional who is an active ASCE IL Section member may participate as Mentor. Professionals should be in good standing with ASCE and be current with their national and section dues.

Who can participate as Mentors in the ASCE-IL Mentorship Program?

Any ASCE student member currently enrolled in coursework at University of Illinois at Chicago, Northwestern University, or Illinois Institute of Technology – Chicago may participate as a Protégé. All students should be in good standing with ASCE national and have paid their annual dues.

How are the mentorship pairs matched?

After the program application deadline, members of the Mentorship Committee review all student and professional applications. If there are more Protégé applicants than Mentor applications (or vice versa), the Committee will solicit additional applications to try and match all participants. In the event that the numbers remain uneven, the Committee will consider the applications based on the order in which they were received.

The individual pairs are matched based on areas of interest within civil engineering, geographic location and other commonalities (i.e. shared extracurricular hobbies). The Committee has done their best to match Protégés to Mentors in their area of interest, but our ultimate goal is to make sure everyone who wants to participate has a pair. Don't be afraid to network and learn something new from someone outside your normal area of expertise/interest!

Who is on the Mentorship Committee?

The Mentorship Committee is made of volunteers from the ASCE IL Section Student Outreach Committee. The 2017 Mentorship Committee members are Kris Salvatera, Emery Waterhouse, and Monica Crinion.

How many Protégé's are assigned to each Mentor?

Each Mentor is assigned one protégé.

Can I select my Mentor/Protégé?

The Mentorship Committee will assign pairs for the purpose of this mentorship program and you may not select your pair. We want all participants to network and meet new people within the civil engineering profession. We hope that you will actively participate with your assigned pair, but also encourage you to network with other professionals and students outside the program.

What kind of time commitment is required from a Mentor or Protégé?

We recommend at minimum 3-4 hours per month.



Photo Courtesy of Brittany Bekas Photography

Who is responsible for scheduling Mentor/Protégé meetings?

The initial contact should be made by the Mentor, however both individuals should be responsible for contacting one another after that point. This program is not meant for the Mentor to tell the Protégé what to do, nor for the Protégé to have to consistently contact the Mentor. As successful pairing will require communication from both individuals.

How long does the ASCE-IL Mentorship Program last?

The program will last for six months from November to April.

What types of events count towards the Mentorship Program?

Please refer to the Structure section (page 3) of this program guide. If you have an idea for a meet-up or event that does not fall into any of the categories listed, contact the mentorship program committee for approval at stoutcommittee@gmail.com.

What happens if the Mentor/Protégé relationship isn't going well?

Please reach out to the Mentorship Committee (stoutcommittee@gmail.com) immediately if you are having any issues contacting or communicating with your pair. The Committee will help resolve any issues and assist with pair communication. If necessary, the committee will assign a new pairing to make sure all participants are getting the most out of the program.



ASCE-IL Mentorship Program Event Log

Please log events and submit by April 1st, 2018.

EVENT NO. 1

Event Name: _____

Date: _____ Location: _____

Please provide a brief description of the event/activity that you participated in.

Professional Mentor Signature

Student Protégé Signature

EVENT NO. 2

Event Name: _____

Date: _____ Location: _____

Please provide a brief description of the event/activity that you participated in.

Professional Mentor Signature

Student Protégé Signature

EVENT NO. 3

Event Name: _____

Date: _____ Location: _____

Please provide a brief description of the event/activity that you participated in.

Professional Mentor Signature

Student Protégé Signature

EVENT NO. 4

Event Name: _____

Date: _____ Location: _____

Please provide a brief description of the event/activity that you participated in.

Professional Mentor Signature

Student Protégé Signature

EVENT NO. 5

Event Name: _____

Date: _____ Location: _____

Please provide a brief description of the event/activity that you participated in.

Professional Mentor Signature

Student Protégé Signature

EVENT NO. 6

Event Name: _____

Date: _____ Location: _____

Please provide a brief description of the event/activity that you participated in.

Professional Mentor Signature

Student Protégé Signature

Crossroads: An After-College Guide

1. Section, Branch	San Francisco Section, Fresno Branch
2. Section/Branch Size	
3. Project Contact	
Name	Elain Moua, EIT
Phone Number	559.369.6742
Email	activities@fresnoymf.org
4. Project Category	College Student Outreach
5. Project Description	The Crossroads Conference was designed for recent and upcoming graduates (juniors and seniors) within the ASCE San Francisco Section. Overall the conference included presentations, focused breakout groups, a resume workshop, a networking lunch, and an Industry Leaders panel. The core material of the program this year included: team building, defining a leader, discovering the different leadership styles and how they work together, and conflict resolution. It is a full day conference, ending with a YMF social mixer in the evening to foster personal relationships between each ASCE entity.
6. The Process (What you did, When and How)	<p>The concept started with the opening of the STAY Grant. Fresno YMF wanted to offer a valuable activity for college students that was not only intended to attract upcoming graduates to continue their membership but was also meant to pass knowledge onto them from current professionals' experiences.</p> <ul style="list-style-type: none"> ● Award Notification ● Determine desired group size ● Venue search and date selection ● Create an outlined schedule, topics, and a budget ● Guest speakers and panel search and ask for volunteers for the day of ● Order materials and supplies (lanyards, folders, pens, etc.) ● Catering order made within the week of the event (from Chipotle) <p>There was also a social activity in the evening after the mini-conference which was coordinated about one month prior to event day.</p>
7. Those in Charge (Committee, Task Committee, Etc.)	The whole Fresno YMF Board took a role in executing the event but the Activities Chair on the board was in charge of organizing the event and applying for the STAY Grant. One other board member partnered with the Activities Chair to assist in the overall event planning.
8. Time Frame (When Started, When Completed)	<p>September 2017 - Completed grant application & received notification of receiving the grant</p> <p>October 2017 - Began planning</p> <p>March 2018 - Event Date</p>
9. Success Factors (The Parts that Worked Really Well)	The best sections of the conference were the Resume Workshop, Industry Leaders panel, and the two main topic speakers. These were the most volunteer based sections of the conference, so not only were they the best sections of the day according to the students but they were the best part of

	the conference because of the professionals who volunteered their time and energy to make it all happen.
10. Setback Factors (The Parts that did Not Work Well)	<p>Some areas for improvement include:</p> <ul style="list-style-type: none"> ● Venue: Finding a venue that fits your target group size while accommodating the activities planned for the day is challenging. Other things to consider is audio/visual equipment, facility lighting (will it hinder the attendees view of slides on screen?), lunch area, and place for registration. <ul style="list-style-type: none"> ○ Technology: Our venue had a lot of natural lighting which made it difficult to see the PowerPoints on the screen. ● Outreach: The event was promoted in upper division classes and at ASCE Student Chapter events along with email blasts and posters, but getting participation was still a challenge. Starting earlier and planning more discussions on the event with the students would have been beneficial. Also getting the faculty more involved with the event in the beginning stages might be a good source of promotion. ● Event Schedule: Overall the order of the events went well but it was noticed that the participation in the afternoon died down after the Industry Leaders panel. Planning in more breaks and activities will help keep them engaged but also switching the order of the topics so that the more intense subject is in the morning could be beneficial. <p>Follow-Up Surveys: Surveys were given to students and professionals involved in the event. The professional survey was done online but the student surveys were on paper at the end of the event. Making them all online and during the week after the event would've helped gather more responses and input.</p>
11. Creativity (This is something off the wall that we did)	The whole event in itself was a very ambitious engagement that Fresno YMF hadn't done before. On a smaller scale, the resume workshop was unconventional for Fresno YMF as resume reviews are typically done via email or over a longer period of time.
12. Administration (What was most Important?)	The most important administrative tool used for the registration of this event was Constant Contact. This is used for all of Fresno YMF's monthly newsletter emails and the membership team on the board manages all communications through this tool. The team was able to help create registration pages for students and professional volunteers where the fee could be collected along with other information which would be downloaded in an excel file later on.
13. Follow-Up (What was most important?)	Following up the event with the survey was extremely helpful to us. It helped us to gauge how the event went with students and professionals, whether it was a success or not, and if there were a lot of things we should have changed.
14. Recommendations (What you should ALWAYS do with this project?)	<ul style="list-style-type: none"> ● Planning and creating a budget as early as possible ● Book guest speakers immediately after booking location and setting a date ● Make enough time to advertise the event <p>See what kind of promotional activities you can request from ASCE National - will help alleviate your budget!</p>
15. Cautions (What you should NEVER do with this project?)	<ul style="list-style-type: none"> ● Wait last minute to plan your budget - define this early on so that if you need more sponsors to aid in the expenses you have time to fundraise. <p>Assume that a single email to spread the word is enough - this event was</p>

	intended to be for the whole San Francisco Section and follow up emails with the other branches would have ensured that students outside of our area were informed about this opportunity
16. The Outcome	From the participant survey results that were collected, 100% stated that they would attend this event again, 100% saw it as an asset to being a member of the organization and 100% would recommend it to other students. Each participant gained something different from the conference but in general the most important sections, according to the survey, that were addressed included: communication, management and leadership styles, conflict resolution, the importance of continually growing and how to make an impact and long-lasting connections in the industry.
17. Ongoing Activity (Would you do it again?)	Planning an event of this caliber is a formidable task. After seeing the feedback from both students and professionals, ASCE in the Fresno area definitely sees the value in an event of this kind but it would ultimately depend on the YMF leadership having the bandwidth to produce another successful event.
18. Speaker Contact Information (person from your Region who would be willing to speak about the Best Practice)	
Name	Elain Moua, EIT
Address	1322 E, Shaw Ave., Suite 340 Fresno, CA 93710
Phone Number	559.369.6742
Email	elain.moua@ncmcivil.com
19. Additional Comments	See Attached: <i>flyers, event schedule, pictures, Final Report</i>

CROSSROADS

An after-college guide

SCHEDULE OF EVENTS

10:00 AM	Welcome
10:05 AM	Ice Breaker - <i>Flip Cup Challenge</i>
10:15 AM	Team Building Section - <i>Define a Leader Exercise</i>
10:25 AM	Characteristics of an Effective Team
10:40 AM	"MANAGEMENT THAT WORKS" - ROB HIMES
11:20 AM	Critical Path Analysis Activity
11:45 AM	"DON'T BE SHY" - ROB HIMES
12:00 PM	NETWORKING LUNCH
1:15 PM	RESUME WORKSHOP
2:15 PM	INDUSTRY LEADERS PANEL
3:30 PM	"EI/CONFLICT RESOLUTION" - RANDY HOPKINS
4:30 PM	"WHY ASCE?" - JULIAN GRIJALVA
4:45 PM	Wrap-Up

** Immediately following is a social at HoP PK**

CROSSROADS

An after-college guide

SURVEY

1. Did you enjoy the Crossroads Conference? YES OR NO
2. Would you attend again? YES OR NO
3. Would you recommend this event to other students? YES OR NO
4. What was the most important thing you learned at this conference?
5. If ASCE were to plan this type of event again, what section would you bring back and what topic would you add to the program?
6. Do you consider this event as an advantage to being a member of ASCE? Why?
7. What do you think is the number one benefit ASCE provides you?

Fresno Branch
YOUNGER MEMBER FORUM

• PRESENTS •

CROSSROADS

An after-college guide

NETWORKING • TEAM BUILDING • COMMUNITY

Come join us as we reveal the *secrets* on how to transition from a student to a professional in the industry

LOCATION: *The Downtown Club 2120 Kern St, Fresno, CA 93721*

MARCH 10
2018

REGISTRATION CLOSES
FEBRUARY 23, 2018

TIME: 10:00 AM

(9:00 AM Registration)

COST: \$20 (lunch included)

Register at <http://clk2.it/BFE6k>

ATTIRE: Business Casual

What to expect?

- Presentations
- Breakout Sessions
- Resume Workshop
- Networking
- Industry Leaders Panel
- RAFFLE PRIZES

... And so much more!

The ASCE logo features the letters 'ASCE' in a bold, white, sans-serif font. To the left of the letters are three horizontal white lines of varying lengths, stacked vertically, resembling a stylized bridge or a set of steps. The logo is set against a dark teal background.



FRESNO BRANCH
YOUNGER MEMBER FORUM
• PRESENTS •

CROSSROADS

An after-college guide

NETWORKING • TEAM BUILDING • COMMUNITY

Come pass down your wisdom & knowledge to the next generation of Civil Engineers as we help students learn how to transition into the professional community

LOCATION: The Downtown Club 2120 Kern St, Fresno, CA 93721

MARCH 10
2018

Volunteer your time today in our Resume Workshop or attend the Networking Lunch

TIME: 12:00 PM

(11:30 AM Registration)

See registration link below for more details and cost:

<http://clk2.it/mWZuj5>

REGISTRATION CLOSING ON FEBRUARY 23, 2018

Questions? Contact Fresno YMF at activities@fresnoymf.org



STAY Grant Final Report

As a STAY Grant recipient, you must prepare and submit a final report. Please use the form below to complete your final report. Submit a single PDF with all required attachments **by May 15, 2018** to the Student Transition Sub-committee of the Committee on Student Members at student@asce.org.

Grant Details

Name of Grantee (Section, Branch, YMG, Institute Chapter) FRESNO YOUNGER MEMBER FORUM

Primary Contact Person ELAIN MOUA

Email elain.moua@ncmcivil.com

Phone (559) 369-6742

Mailing Address 1322 E. Shaw Ave, Suite 340, Fresno, CA 93710

Event Title CROSSROADS: AN AFTER-COLLEGE GUIDE

Grant Amount \$750.00

Total Amount of Grant Used \$750.00

Number of ASCE members who participated in the program. 60

- How many of these were Student Members? 36
 - Seniors: 18
 - Juniors: 12
 - Sophomores: 0
 - Freshmen: 3
 - Graduate: 3
- How many of these were professionals age 35 and under? 16
- How many were professionals over age 35? 8

Number of *non* ASCE members who participated in the program: 8

- How many of these were students? 3
- How many were professionals age 35 and under? 5
- How many were professionals over age 35? 0

Program Details:

1. **Provide a detailed description of your program. Include a summary of each activity and portion of grant that was spent with each activity. Copies of invoices and paid bills documenting all expenses are required to be attached to this final report.**

The Crossroads Conference was designed for recent and upcoming graduates (juniors and seniors) within the ASCE San Francisco Section. Overall the conference included presentations, focused breakout groups, a resume workshop, a networking lunch, and an Industry Leaders panel. The core material of the program this year included: team building, defining a leader, discovering the different leadership styles and how they work together, and conflict resolution. It is a full day conference, ending with a YMF social mixer in the evening to foster personal relationships between each ASCE entity.

A summary of the finances for this conference are attached.

2. **What were the goals of your specific program? How well were they reached?**

The overarching goal of the conference was to assist graduating students and recent graduates in the transition from being a student to being a professional while showing them the benefits of staying involved in ASCE after college. This was accomplished by our conference's presentation topics, the YMF social and the Industry Leaders panel.

From the participant survey results that were collected, 100% stated that they would attend this event again, 100% saw it as an asset to being a member of the organization and 100% would recommend it to other students. Each participant gained something different from the conference but in general the most important sections, according to the survey, that were addressed included: communication, management and leadership styles, conflict resolution, the importance of continually growing and how to make an impact and long-lasting connections in the industry.

3. **How did this program provide quality interaction with students?**

From the more personal setting of the YMF social and networking lunch to the Industry Leaders Panel and Resume Workshop, students were allowed ample opportunities to interact with professionals from the local area. Networking is one of the greatest benefits of ASCE and most important tools to master as you grow in the industry. Each one of these conference



components brought a different level of interaction, personal and professional. The YMF social provided a more relaxed environment for the students to connect with each YMF member and their personal experience with the organization. The Resume Workshop presented an opportunity to receive feedback from professionals as they pursue an internship or full time job. Then the networking lunch took the middle ground and set a professional tone for interaction and bonding between the attendees and professionals. The Industry Leaders panel was a unique interaction due to the nature of this session's setup. It not only allowed students the chance to engage with the professionals but the chance to get their opinions on some of the most challenging areas of transition as a

young engineer out of college. Overall, all allowed the students to practice and hopefully grow in their networking skills.

4. How did the program forge lasting relationships between students and local entities including Sections, Branches, Younger Member Groups and Institute Chapters?

This event required the active participation from all three divisions within the San Francisco Section. Not only were the attendees from the Section but the Fresno Branch and YMF were the main source of volunteers and speakers. By using these resources available in our immediate community a unique experience was created for all those involved. While the attendees are able to network with the professional group from the Central Valley, the professionals also benefited by being able to influence the future leaders of the industry. Like mentioned previously, the social mixer that followed the event really helped forge the personal relationships that keep people coming, interested and involved.



5. In what ways did the program strengthen relationships with individual student members?

The conference stretched the students during activities and exercises to not only get to know themselves better but to also get to know their peers. The personality test during the "Management that Works" section taught the students how their personality works on a team and the following discussions opened their eyes to how their other fellow students function. Challenging team building and icebreakers were also done throughout the day to keep the students engaged as well as force them to work on teams with individuals they didn't know prior to the event. These simple activities placed the students once again in another opportunity to grow their personal network.



6. How did the program educate students about the value of Society membership and build their desire for continued affinity to ASCE?

The value of Society membership was largely emphasized during the Industry Leaders panel. All 6 of the panelists shared their own back stories of how they came to be involved with ASCE and how ASCE has helped them in work and life.

7. What worked best in your program? What did not work well?

The best sections of the conference were the Resume Workshop, Industry Leaders panel, and the two main topic speakers. These were the most volunteer based sections of the conference, so not only were they the best sections of the day according to the students but they were the best part of the conference because of the professionals who volunteered their time and energy to make it all happen.

Some areas for improvement for next time include:

- *Venue: While the location and venue were a great for the size of our group, it would not have allowed us to have too many more participants and didn't allow us much room for each large activity. For example, the registration table also had to be utilized for the lunch serving and Resume Workshop. If those areas could have been separate to begin with the movement from one event to another could have been smoother.*
- *Technology: The venue also had a lot of natural lighting which initially made us excited but as we set up for the event the day of we noticed that it made it difficult to see the PowerPoint on the screen. The attendees were great at still participating and not letting it hinder their experience but in the future this will need to be improved.*
- *Outreach: The event was promoted in upper division classes and at ASCE Student Chapter events along with email blasts and posters, but getting participation was still a challenge. Starting earlier and planning more discussions on the event with the students would have benefited the attendance. Also getting the faculty more involved with the event in the beginning stages might be a good source of promotion. Considering this was the first time attempting an event like this in the Fresno area we consider the number of attendees a success.*
- *Event Schedule: Overall the order of the events went well but it was noticed that the participation in the afternoon died down after the Industry Leaders panel. Planning in more breaks and activities will help keep them engaged but also switching the order of the topics so that the more intense subject is in the morning could be beneficial.*

8. What steps, if any, were taken to assure future sustainability of the program? Are you planning on doing this activity again?

The continuation of this event is mostly based on the professionals who attended and their opinions of the value of the program in conjunction with the student reactions. All of the student who completed surveys had positive reactions and expressed interest in attending in the future. Therefore the want is there from the students but it will need to be an evaluation of the Fresno YMF cabinet from year to year to see if the size of this event and amount of coordination that is necessary is in the bandwidth of the cabinet members. In the survey conducted with the professionals after the conference though, 100% not only enjoyed the event but would attend it again. All of the professionals who completed the survey saw value in the event and 67% even stated they would consider sponsoring it in the future. Overall it seems like the Fresno ASCE community wants to see another event like this in the future but like stated earlier it will need to be at the discretion of the current YMF cabinet.

9. What lessons were learned? What would you ensure would remain the same and what would you change if you were doing it again?

Lessons learned from the conference include better time management, event planning earlier on, and outreach to professionals and students outside of the Fresno YMF reach. The conference started about 15-20 minutes later than scheduled and really delayed the morning portion of the day. One group activity had to be skipped completely from the morning portion to ensure the first guest speaker had enough time to present their topic.

At the time that the STAY Grant application was turned in, this conference was very much still a concept and hadn't been fully planned. By the time it was realized that more money would be necessary to run a conference at the caliber that was desired, there were less than 4 months to find additional funds, make all the necessary purchases and have orders arrive in time all while planning a conference from beginning to end.

The conference was attended solely by Fresno area professionals and students. An email was forwarded by the YMF Director to all of the other San Francisco YMF presidents to be distributed in their reigning areas. Beyond having the YMF Director forward the conference information, it is impossible to know who received information on the conference and when or if others even received information on the conference at all. It is possible that more effort could have been put forth to reach out to the proper contact persons to better distribute information on the conference.

Sessions that would be ensured to remain the same are the guest speakers and their topics, the Industry Leaders panel, and the resume workshop. What would change if the conference were to happen again is the scheduling of certain sessions; in order to avoid the afternoon lunch drag, an activity where people are on their feet and being actively engaged would be more favorable.

10. What administrative item was important?

The most important administrative tool used for the registration of this event was Constant Contact. This is used for all of Fresno YMF's monthly newsletter emails and the membership team on the board manages all communications through this tool. The team was able to help create registration pages for students and professional volunteers where the fee could be collected along with other information which would be downloaded in an excel file later on.

11. What follow-up was important?

The follow-up that was important was sending out a survey immediately following the conference. The survey helps to gauge if the conference is something professionals and students want to continue seeing and what they expect to see if the conference were to happen again. The students were given survey handouts in their registration packets and were promptly collected at the end of the conference.

12. Provide evidence that momentum toward meeting the goals were effective in impacting students' desire to continue their affiliation with ASCE beyond graduation. Consider feedback, surveys, qualitative descriptions of change in relational culture with specific groups of students or student chapters, feedback from audience and participants or other evidence of change before and after the specific approach was applied.

Attached are the survey results collected from the students and professionals.

PHOTOS FROM THE EVENT:



Financial Summary:

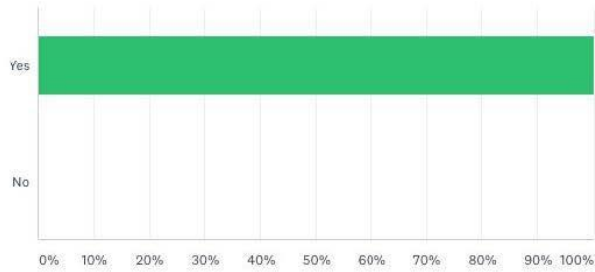
The following table shows a summary of the expenses. Copies of receipts can be found attached.

Place of Purchase	Description of Purchase	Amount Spent
4imprint	Registration Package	\$ 1,008.52
Chipotle	Lunch	\$ 728.83
Costco	Drinks, Prizes, & Snacks	\$ 482.06
The Downtown Club	Venue	\$ 800.00
House of Pendragon Pita Kabob	Social	\$ 146.41
OfficeDepot	Printer Ink & Centerpiece	\$ 137.29
Smart & Final	Miscellaneous Items	\$ 19.36
Things Remembered	Speaker Gifts	\$ 86.88
UPS Store	Copies	\$ 130.86
Total Amount Spent:		\$ 3,540.21

Professional Survey Results:

Did you enjoy the Crossroads Conference?

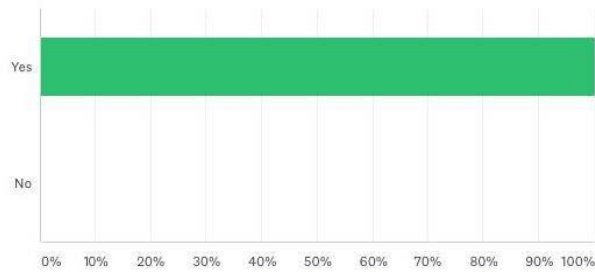
Answered: 9 Skipped: 0



ANSWER CHOICES	RESPONSES	
▼ Yes	100.00%	9
▼ No	0.00%	0
TOTAL		9

Would you attend this event again?

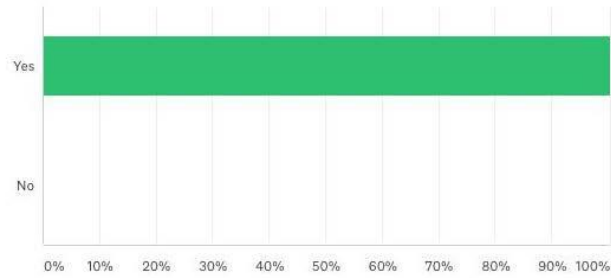
Answered: 9 Skipped: 0



ANSWER CHOICES	RESPONSES	
▼ Yes	100.00%	9
▼ No	0.00%	0
TOTAL		9

Would you recommend this event to other professionals?

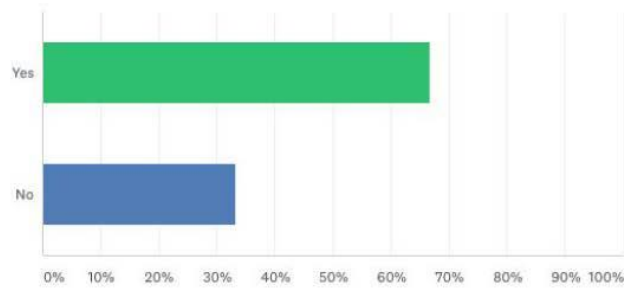
Answered: 9 Skipped: 0



ANSWER CHOICES	RESPONSES	
▼ Yes	100.00%	9
▼ No	0.00%	0
TOTAL		9

Would you consider sponsoring this event in the future?

Answered: 9 Skipped: 0



ANSWER CHOICES	RESPONSES	
▼ Yes	66.67%	6
▼ No	33.33%	3
TOTAL		9

Do you think this program has value? Why?

Answered: 9 Skipped: 0

Showing 9 responses

Yes. Getting the students to network is always important. It also helped students see the different stages of a professional. And helped them know what their behavior means in the work place.

3/13/2018 10:43 PM

[View respondent's answers](#)

It is good for the students to interact with professionals. It builds confidence for the young ones and allows them to network.

3/13/2018 6:03 PM

[View respondent's answers](#)

Yes. Its great knowledge and experience from various age groups that is shared. Even professionals can learn something.

3/13/2018 4:09 PM

[View respondent's answers](#)

Yes, it gets students thinking about their futures.

3/13/2018 10:59 AM

[View respondent's answers](#)

Yes it has value. There are so many students that come out of school with little understanding of how to make that transition to a professional (not a new challenge by any means). These sessions gives them some basis to start from.

3/13/2018 9:42 AM

[View respondent's answers](#)

I think it has great value for both the Students and Young professionals. It really teachers you how to be a leader and to be honest it taught me a lot about myself. It also lets the students interact with professionals and visa versa.

3/13/2018 7:53 AM

[View respondent's answers](#)

Gives students/graduates insight for actionable items to work on as they transition to employment.

3/13/2018 7:49 AM

[View respondent's answers](#)

If you are hiring, it is a good opportunity to meet new interns / new full time hires

3/13/2018 6:09 AM

[View respondent's answers](#)

Yes, it provides the tools for graduating students and young members to become great leaders in their future careers.

3/12/2018 8:18 PM

[View respondent's answers](#)

If you could add a topic to the program what would it be and why?

Answered: 7 Skipped: 2

Showing 7 responses

Mock interviews. It would be much more relaxed than an actual interview but it would give the students experience on what to expect from a job interview. Even 5 minute sessions. Since there would most likely not be an equal number of professionals to students you could split up the group. Half would do mock interviews while the other half listen to a presentation. And then the groups would switch.

3/13/2018 10:43 PM

[View respondent's answers](#)

Not now.

3/13/2018 6:03 PM

[View respondent's answers](#)

Healthy habits maybe?

3/13/2018 10:59 AM

[View respondent's answers](#)

I would love to see a two-day series or possibly even a class at FSU. The first day being this high-level focus with presentations and panel discussions. The second day being more focused discussions, ideally in smaller groups. Possibly focusing on private/public employment, different areas of specialization or clients, etc. It would be good to have some smaller group discussion focused on (1) being a good employee, (2) ownership of work, (3) use of technology at work (i.e. emails, texting, cell phones, etc), for example.

3/13/2018 9:42 AM

[View respondent's answers](#)

Mock Interviews (think speed dating)

3/13/2018 7:49 AM

[View respondent's answers](#)

how to dress properly for a workplace, how to get licensed as a professional engineer in the future

3/13/2018 6:09 AM

[View respondent's answers](#)

Effective communication

3/12/2018 8:18 PM

[View respondent's answers](#)

What was the best experience you had during the event?

Answered: 8 Skipped: 1

Showing 8 responses

I really enjoyed the personality discussion that rob Himes gave. It really showed me what are my strengths and weaknesses.

3/13/2018 10:43 PM

[View respondent's answers](#)

Working on resume, on one to one basis and explaining reasons for suggesting changes.

3/13/2018 6:03 PM

[View respondent's answers](#)

Getting to talk to students in a casual setting

3/13/2018 10:59 AM

[View respondent's answers](#)

The panel discussion was lively and fun, would be good to have longer to discuss and answer questions.

3/13/2018 9:42 AM

[View respondent's answers](#)

As a young professional I really enjoyed Rob's presentation about personality. It really let me understand my personality traits and the strengths and weaknesses of it. Also it taught me how my personality best fits with the others.

3/13/2018 7:53 AM

[View respondent's answers](#)

Resume reviews and panel

3/13/2018 7:49 AM

[View respondent's answers](#)

meeting people

3/13/2018 6:09 AM

[View respondent's answers](#)

Panel

3/12/2018 8:18 PM

[View respondent's answers](#)

What section did you participate in? Would you keep that section a part of the conference?

Answered: 9 Skipped: 0

Showing 9 responses

I helped with the setup all the way to the resume workshop. If time would not permit both a resume work shop and a mock interview, I would switch the resume workshop with a mock interview. But the resume workshop was still a great idea and is very important.

3/13/2018 10:43 PM

[View respondent's answers](#)

Reviewing a resume is very useful, and shows the importance of conveying experiences succinctly.

3/13/2018 6:03 PM

[View respondent's answers](#)

Industry Panelist Yes.

3/13/2018 4:09 PM

[View respondent's answers](#)

I was a panelist, and definitely.

3/13/2018 10:59 AM

[View respondent's answers](#)

Resume workshop - yes but I would add a resume writing presentation before/after the review session to go over big picture items and show some tools to make resume prep easier. Industry panel - yes, keep this! It was fun.

3/13/2018 9:42 AM

[View respondent's answers](#)

Mostly the ice breakers and the networking lunch. I would keep them both in. I felt like the ice breakers really made the students that much more comfortable with the professionals that were there. And of course the Networking is always a good thing for everyone there.

3/13/2018 7:53 AM

[View respondent's answers](#)

Lunch, resumes, panel. Yes.

3/13/2018 7:49 AM

[View respondent's answers](#)

industry panel and yes I would keep it

3/13/2018 6:09 AM

[View respondent's answers](#)

Volunteering

3/12/2018 8:18 PM

[View respondent's answers](#)





Consolidated Scholarship Program

1. Section, Branch	San Diego Section
2. Section/Branch Size	
3. Project Contact	
Name	Miguel Gonzalez
Phone Number	858-385-0500
Email	Miguel.Gonzalez@nv5.com
4. Project Category	College Student Outreach
5. Project Description	Combine three separate scholarship programs into one consolidated program
6. The Process (What you did, When and How)	<p>ASCE San Diego Section and subgroups typically conduct college scholarship programs separately. Because they were separate, the scholarship programs were small. Each program had a small number of scholarship awards available, and modest award dollar amounts. The scholarship programs were struggling with declining numbers of applicants each year.</p> <p>In 2017, the San Diego Younger Member Forum Scholarship Chair proposed to combine small programs together into one large consolidated scholarship program. A larger scholarship program would have a higher number of awards available, and higher dollar amount awards. The objective was to attract and motivate more and better students to apply for the program. The consolidated program also enhanced communication and teamwork among the San Diego Section and subgroups.</p> <p>The consolidated scholarship program concept was presented to the San Diego Section, YMF, and Pipeline/Environmental Technical Group, and approved by respective leadership. A committee was formed with representatives from each group. The committee then proceeded to administer the scholarship program, including presentation of the expanded scholarship program to ASCE student chapters at local universities.</p> <p>A total of 32 scholarship applications were received; a substantial increase from previous years. A total of 9 scholarships were awarded, ranging in dollar amount from \$500 to \$1,000.</p>
7. Those in Charge (Committee, Task Committee, Etc.)	Scholarship Chairs of the San Diego Section, YMF, and Pipeline-Environmental Technical Groups. The Transportation Technical Group will be another participant for 2019.

8. Time Frame (When Started, When Completed)	Planning for the program began in Fall 2016. Applications were reviewed and winners were presented awards by May 2017.
9. Success Factors (The Parts that Worked Really Well)	The increased number of scholarship awards available with the consolidated program is believed to have been a key factor that motivated more students to apply. Representatives from the San Diego Section and subgroups cooperated well together on the committee.
10. Setback Factors (The Parts that did Not Work Well)	We were unsuccessful in getting all the ASCE San Diego subgroups to participate in the consolidated scholarship program. The Transportation Technical Group did not participate, and conducted their smaller scholarship program separately.
11. Creativity (This is something off the wall that we did)	Applicant's names were blacked out and replaced with zoo animal names for the review panel, to maintain an impartial and unbiased process.
12. Administration (What was most Important?)	Participation of representatives from each subgroup on the program committee is important, so they can report and update their respective leadership. The consolidated program also enhanced communication and teamwork among the San Diego Section and subgroups.
13. Follow-Up (What was most important?)	The consolidated scholarship program was repeated the following year in 2018, and the number of applications received dropped to 11. It was important to meet afterwards with the local university ASCE student chapter leadership to get feedback from them.
14. Recommendations (What you should ALWAYS do with this project?)	The scholarship program should always be presented and communicated thoroughly with the local university ASCE student chapters. The students have busy schedules, and the impact of the application process on their schedules should be minimized.
15. Cautions (What you should NEVER do with this project?)	Care should be taken to avoid setting the due date for scholarship applications when students are preparing for exams. Avoid making the application overly lengthy or complicated.
16. The Outcome	Consolidation has revitalized the scholarship program for San Diego Section and subgroups. There is an increase in number of applications to the program, and communication and teamwork among the San Diego Section and subgroups is improved.
17. Ongoing Activity (Would you do it again?)	The consolidated scholarship program was repeated the following year in 2018. Continuation of the consolidated program in the future is recommended.
18. Speaker Contact Information (person from your Region who would be willing to speak about the Best Practice)	
Name	Miguel Gonzalez
Address	NV5 15092 Avenue of Science #200 San Diego, CA 92128
Phone Number	858-385-0500

Email Miguel.Gonzalez@nv5.com

19. Additional Comments

Copies of the flyer and application for the 2018 scholarship program are attached.



2018 ASCE SAN DIEGO SCHOLARSHIP

The ASCE San Diego Chapters are collecting applications for the purpose of awarding student scholarships to those interested in pursuing a degree in Civil, Environmental, or Construction Engineering or a related field at a four-year university.

\$7,500 IN AWARDS PROVIDED BY:

- ASCE San Diego Section (3 Awards)
- ASCE Pipeline-Environmental Group (3 Awards)
- ASCE Younger Member Forum (3 Awards)

APPLICATION CHECKLIST

- Application Form
- Response to Prompts
- Resume
- Unofficial Transcript

SUBMISSION INSTRUCTIONS

1. Submit application package, consisting of the 4 items listed above, electronically to:
Karina.Guevara@weareharris.com

Application Deadline: Friday March 16, 2018

ELIGIBILITY

All applicants must have a minimum GPA of 2.5

Undergraduate or First Year Graduate Students:

Must be enrolled in a civil engineering program or related field during the 2017-2018 academic year at UCSD or SDSU. Open to individuals with academic standing of freshman through first year graduate student. Students completing their education in Spring/Summer 2017 are not eligible.

Community College Transfer Students:

Must be transferring to a four-year university, located in San Diego County, and enrolling in a civil engineering program or related field for the 2018-2019 academic year.

CIVIL, ENVIRONMENTAL, AND CONSTRUCTION ENGINEERING SCHOLARSHIP

2018 SCHOLARSHIP APPLICATION FORM

Personal Information:

Last Name	First Name	Middle Initial
Phone Number		Email Address

Academic Information:

Academia Currently Attending	Academia Attending in 2018/2019	
Major	Expected Graduation Date	Current GPA
Current Class Level:		

Prompts:

Please provide a written response to each of the following prompts. Responses can be concise, as long as they address the question and provide the Scholarship Committee with enough information to make a decision. Limit each response to a maximum of 400 words.

1. What motivates you to pursue a career in Civil, Environmental, or Construction Engineering?
2. What are your professional goals?
3. Describe your financial needs and obstacles.
4. Summarize your involvement in student activities, such as ASCE or others.
5. What additional leadership skills and experiences do you possess?
6. Provide a short summary of your work/internship experience.

CIVIL, ENVIRONMENTAL, AND CONSTRUCTION ENGINEERING SCHOLARSHIP



AMERICAN SOCIETY OF CIVIL ENGINEERS
SAN DIEGO SECTION

Telephone: (619) 814-9510
E-mail: Karina.Guevara@weareharris.com

References

List two references that can vouch for your character and work ethics.

Name

Phone Number or Email

Name

Phone Number or Email

Affirmation Statement

I hereby state that all information contained within this application is true and correct to the best of my knowledge and all essays are my own work.

Applicant Signature

Date

**CIVIL, ENVIRONMENTAL, AND CONSTRUCTION
ENGINEERING SCHOLARSHIP**

University of Maine Student Ski Day – Maine Section

1. Section, Branch	Maine Section
2. Section/Branch Size	
3. Project Contact	
Name	Esther Bizier
Phone Number	207-931-8484
Email	esther@main-landdci.com
4. Project Category	College Student Outreach
5. Project Description	Applied for and received a STAY Grant to hold out first Ski Day in 2016. We contracted with Sugarloaf for group rate tickets and subsidized ticket rates for student ASCE members and Maine Section members. Planned to do an ice breaker in the morning and networking lunch with presentation on maintaining an ASCE membership after graduation.
6. The Process (What you did, When and How)	Planning started in September 2015 when we applied for the STAY Grant to implement a new activity. Much of the planning took place in December 2015 & January 2016 where we advertised and took signups. The event was to be held January 30, a couple weeks after students returned from Winter Break. We were able to reserve a room for lunch and the presentation.
7. Those in Charge (Committee, Task Committee, Etc.)	The Student Chapter Practitioner Advisors budgeted and applied for the STAY Grant. They also made arrangements for tickets and lunch with Sugarloaf and served as the main points of contact. The Student Chapter was in charge of advertising to the students.
8. Time Frame (When Started, When Completed)	Planning started in September 2015 when we applied for and received a STAY Grant. Planning took place through the fall of 2015 and January of 2016. The event was supposed to be held January 30, however, due to no snow and low sign-ups, the event was postponed until March.
9. Success Factors (The Parts that Worked Really Well)	The group rate tickets and rentals made the event very affordable, especially since we were able to subsidize the rate even more for students and ASCE members. It also generated a lot of interest from Maine Section members, which had been difficult in the past when trying to plan events for students. By selecting a location somewhat geographically between where the majority of Maine Section members reside and UMaine, we had more interest in this event than in events held in proximity to UMaine.

<p>10. Setback Factors (The Parts that did Not Work Well)</p>	<p>The weather was a major factor. No snow, led to people tentatively signing up or saying they would be interested if conditions were better. There was also not enough time between when the students returned from Winter Break and the event and we didn't receive any student signups for January. Between those two factors, we postponed until March. There was snow by then, but the skiing wasn't great. Dates were also limited due to annual Maine events, spring break and holidays. We ended up with 2 student attendees, 5 ASCE members and 8 family/friend guests.</p>
<p>11. Creativity (This is something off the wall that we did)</p>	<p>Not necessarily off the wall, but tried doing free skiing for the first two student sign-ups.</p>
<p>12. Administration (What was most Important?)</p>	<p>Being sure to select dates that provide enough time between students return from Winter Break and the event. We tried advertising in December, but students aren't thinking of January 30 during December. Also, keep a very organized list of the RSVP's and how much each person owes. It is nearly impossible to have the students pay in advance, so everyone pays the day of the event before receiving their ticket. Make sure that you know what each person owes. Also, most students apparently don't carry checkbooks, be sure to have change for cash payments or have a credit card payment setup.</p>
<p>13. Follow-Up (What was most important?)</p>	<p>Contact with the students was critical and making sure that they knew deadlines and schedule. Also, talking to them about what dates work well since they often have an idea of when a big exam week might be and what the different clubs on campus (like Concrete Canoe) are working on that might affect a lot of students who hope to attend.</p>
<p>14. Recommendations (What you should ALWAYS do with this project?)</p>	<p>Definitely be sure to find group rate tickets, otherwise, it financially doesn't work. Also, find a spot large enough for your entire group to gather for lunch. It's hard to ski in a large group and not everyone arrives at the same time, so lunch is the best opportunity for networking and presentations with the whole group together.</p>
<p>15. Cautions (What you should NEVER do with this project?)</p>	<p>If it's a poor snow year, you might want to cancel or find an alternate activity.</p>
<p>16. The Outcome</p>	<p>While the 2016 event wasn't the most successful, we did receive positive feedback from the two students who attended. Also, because the event was held in March, we financially made out very well by not only obtaining group rate tickets, but end of season deals as well.</p>
<p>17. Ongoing Activity (Would you do it again?)</p>	<p>We held the event in 2017, 2018 and it is in the works for Feb. 2019. In 2018, we had 9 Maine Section Members and 31 students, plus additional non-members. It is growing to be an expected event and we even get students who have never skied before attending (now we're offering group rate ski lessons). Each year the event seems to evolve and generate more interest.</p>
<p>18. Speaker Contact Information (person from your Region who would be willing to speak about the Best Practice)</p>	

Name	Esther Bizier
Address	26 Beckler Rd, Livermore, ME 04253
Phone Number	207-931-8484
Email	esther@main-landdci.com
19. Additional Comments	See photos below:



ASCE Student Office Crawl

1. Section/Branch	Truckee Meadows Branch
2. Section/Branch Size	
3. Project Contact	
Name	Randall Rice, Branch President
Phone Number	(775) 657-4635
Email	RiceRa@Reno.gov
4. Project Category	College Student Outreach
5. Project Description	Annual Student Office Crawl
6. The Process (What you did, When and How)	<p>The first office crawl took place in 2017 and has been increasingly successful for the past 3 years. The idea takes a “wine walk” style approach to introduce soon-to-be graduates to prospective employers.</p> <p>The idea was developed by Randall Rice in 2016 after having little luck finding a similar event on the web during the initial research. The idea started while looking for new ideas on low cost, fund generating, activities for the Board. The general idea details were brought forward to the Board, to discuss the level of interest, at a monthly Board meeting.</p> <p>The idea was met with great enthusiasm and a committee was quickly formed to work on the minutia.</p>
7. Those in Charge (Committee, Task Committee, Etc.)	Randall Rice, Committee Chair and Branch Coordinator Ashley Verling, Committee Member and YMF Coordinator Kyle Castle, Committee Member and Student Coordinator
8. Time Frame (When Started, When Completed)	<p>The idea started in 2016 and a trial run was performed in Feb 2017. The event lasted from 9am to 5pm and included 15 local engineering firms. The event has become so popular that we now require interested companies to have a paid sponsorship separate from their other ASCE sponsorships. The event brings in over \$2,000 per year and has since been turned over from the Branch to the YMF chapter of ASCE Truckee Meadows Branch.</p> <p>Planning is currently ongoing for a February 2020 Student Office Crawl and will be the 4th annual event!</p>
9. Success Factors (The Parts that Worked Really Well)	The students have provided very positive feedback (from participant surveys filled out at the end of the event) about the interactive factor they get when visiting these local firms. The student’s general desire is to have a short tour of the facilities and then let loose to chat with senior engineers to recent

graduates about their experiences after college and how they like the firm and what they do for a living; a relative 'job shadowing'.

The students also like having the event a week prior to the University Career Fair so that they have a better idea of what companies are offering and who they want to spend more time with at the Fair.

Finger foods, lunch, and drinks are always a welcomed addition.

Fridays are usually best for the Office Crawl since there are usually less classes held on Fridays (especially lab classes). Check with student chapter to confirm for University specific scenarios.

10. Setback Factors (The Parts that did Not Work Well)

We have limited the number of available offices to 8 per day. Next year we are considering adding a second office crawl day to allow all interested firms a chance to participate (if they are a paid sponsor).

The challenge with trying to have less than 1 hour at each location means you may not have enough time to see all that you want.

One year we tried doing a window of time (1.5 hours) where you could select from one of three companies during that time slot. While this worked great for some firms because the students had plenty of travel time from one office to the next, some firms received far less students than was anticipated.

We now require the entire group to go from one firm to another and sign in. That way all paid sponsors get the same number of students for the full hour. It helps even out wide ranges of students from not showing up to one of the sponsor's time slots.

Travel time is a big challenge especially if your city has traffic. Reno is unique in that we have 30 engineer firms (from local firms to global firms) that are located within a 30-mile loop and we have limited traffic problems. This makes travel from one firm to the next very quick. If you are in a large city with transportation issues, you will need to consider those challenges. Also, we try to cluster the firms close together so the event flows smoothly and quickly.

We now require a sign in procedure and have faculty permission for students that do have Friday classes during the Office Crawl. In order for them to have an approved absence, they need to sign in to each location and return the form back to the event coordinator. Upon submission, and completion of the participation survey, they are entered into a raffle for a small (\$25) gift prize.

The students were not in favor of companies that provided a long PowerPoint or other lecture.

11. Creativity (This is something off the wall that we did)

The whole event is a hoot! Students love it. Employers love it. It is a win-win. We are also considering looking at our local Regional Transportation Commission to see if they would loan us a bus driver and a bus for the day to support the event. That way it is a well-coordinated effort and everyone arrives at the same time. This would eliminate carpooling in personal vehicles

	and let students relax and review their experiences with their peers.
12. Administration (What was most Important?)	<p>Get a team of enthused members, make sure they represent and have access to the important parts of the Board, YMF, and Students. Make sure you have key contacts for sponsors or potential sponsors and talk the event up at monthly luncheons and during passing.</p> <p>I personally developed a 30-second elevator speech to pitch to new prospects every chance I got, students and employers alike.</p>
13. Follow-Up (What was most important?)	The most important was doing a trial run and getting feedback. We have tweaked some components of the event each year. Eventually we will have it perfected, but for now we keep listening to everyone’s feedback to try and improve what didn’t work from the previous year.
14. Recommendations (What you should ALWAYS do with this project?)	<p>Start with the WHO. Who is interested, who is going to oversee it, who is going to develop it and execute.</p> <p>Next is the WHERE. Where are the interested firms located, what are the best ways to get the students there, what traffic or issues will mean for the event.</p> <p>WHEN is developed with the ‘where’. The flow of the crawl should be efficient and make sense. Don’t double back or miss an opportunity to stop at a firm between point A and B. No less than 1 hour at each location. If Firm A and B sign up, call firms in between those spots and invite them in.</p> <p>DEVELOP. You will need maps, you will need forms, you will need instructions, you will need sign-ins, you will need sign-ups. Some examples have been included.</p> <p>MARKET this event. Via flyers, ASCE newsletter, put them up at the University, talk about them at the Board meetings. Hype it up, it is worth the time invested for students as well as participating employers. You might find your next superstar employee at this event!</p>
15. Cautions (What you should NEVER do with this project?)	<p>Don’t try to let everyone participate unless you have the time and the number of days to perform the event. Don’t allow students to pick between a number of firms. Make it an all or nothing approach.</p> <p>Don’t try to do this without the local Universities on board and in full support.</p> <p>Don’t miss the opportunity to generate funds for your Branch.</p> <p>Don’t miss your opportunity to engage the students in a unique and memorable way by doing a PowerPoint or lecture; let them explore and figure out what excites them.</p>
16. The Outcome	<p>Very, very positive. There are always things to improve, but overall the event has been very well received and we want to continue it forward.</p> <p>Some offices try it out and because they don’t compare to other larger or more diverse firms, they end up not renewing. That is OK you win some and lose some. Other smaller local firms find great success in the event. I understand that each year the event has an average of 1-2 new hires. In larger</p>

	markets, this could be much higher.
17. Ongoing Activity (Would you do it again?)	<p>Yes, we have and we will. We hope to continue to grow the event and have more student participants as word of mouth spreads. The first year we had about 18 students. We are looking at over 40 students for the next crawl. We hope to have over 50 participate before long.</p> <p>This is also a great way to get non ASCE Student Chapter Members to convert into a Student Member. What a great activity to be introduced to the benefits of ASCE!</p>
18. Speaker Contact Information (person from your Region who would be willing to speak about the Best Practice)	
Name	Randall Rice, Branch President
Address	1 E. 1 st St. Reno, NV 89505
Phone Number	775-657-4635
Email	RiceRa@Reno.gov
19. Additional Comments (We strongly recommend attaching relevant photos and graphics)	The February 2019 example packet is provided in attachment.



STUDENT OFFICE CRAWL 2019

Friday, February 15, 2019

Time Available	Company	Contact Information	Attended
9:00-9:30 AM	 SIERRA NEVADA CONSTRUCTION, INC.	2055 E Greg St, Sparks, NV 89431 (775) 355-0420	
9:45-10:15 AM		1150 Corporate Blvd, Reno, NV 89502 (775) 856-1150	
10:30-11:00 AM		1361 Corporate Blvd, Reno, NV 89502 (775) 823-4068	
11:15-11:45 AM	 CONSTRUCTION MATERIALS ENGINEERS, INC.	300 Sierra Manor Drive, Suite 1, Reno, NV 89511 (775) 851-8205	
12:00-12:30 PM	 LUMOS ASSOCIATES	9222 Prototype Drive, Reno, NV 89521 (775) 827-6111	
12:45-1:15 PM		5370 Kietzke Lane, Suite 100, Reno, NV 89511 (775) 787-7552	
1:30-2:00 PM		1885 S Arlington Ave, Suite 111, Reno, NV 89509 (775) 329-4955	
2:15-2:45 PM		50 West Liberty Street, Suite 205, Reno, NV 89501 (775) 329-7300	

STUDENT OFFICE CRAWL 2019

Friday, February 15, 2019

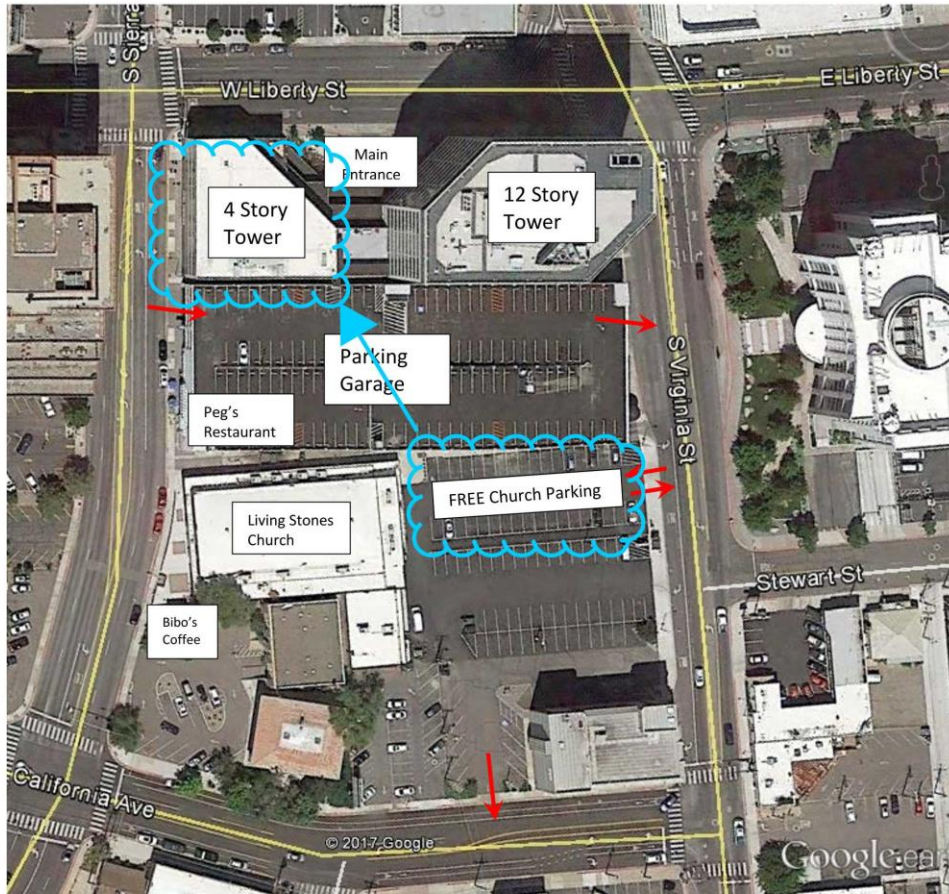


ASCE STUDENT OFFICE NEVADA SECTION CRAWL 2019

Truckee Meadows Branch Friday, February 15, 2019

	Environmental	Geotechnical	Industrial	Land Development	Mining	Structural	Transportation	Water Resources	Construction Administration/ Inspection	Materials Laboratory/ Testing
SNC										
CFA										
Wood Rodgers										
CME										
Lumos & Associates										
Kimley-Horn										
NCE										
Jacobs										

Jacobs Parking Instructions



Students are advised to park in the 'Free Church Parking' area and walk to the 4 Story Tower.

**Jacobs Address:
50 West Liberty Street,
Suite 205 (in the 4 Story Tower)
Reno, NV 89501
(775) 329-7300**

Mini Pacific Southwest Conference (PSWC)

1. Section/Branch	LA Section/Los Angeles Younger Member Forum
2. Section/Branch Size	
3. Project Contact	
Name	Claris Rivera
Phone Number	213-367-0889
Email	Claris.Rivera@ladwp.com
4. Project Category	College Student Outreach
5. Project Description	A “mini” version of the Pacific Southwest Conference (regional student conference) where students compete in sports competitions and meet other students in the section.
6. The Process (What you did, When and How)	In November 2019, we held Mini PSWC at a park near one of the universities. We had multiple sports competitions such as Ultimate Frisbee, Bubble Soccer, Volleyball, Kan Jam, and Kayaking. We also did an ASCE Jeopardy and Scavenger Hunt Photo Challenge. The winner of Mini PSWC won a Pizza Party.
7. Those in Charge (Committee, Task Committee, Etc.)	The University Outreach Co-Chairs coordinated the event alongside Cal Poly Pomona Student Chapter, PSWC Coordinators and California State University Fullerton Student Chapter, PSWC Coordinators.
8. Time Frame (When Started, When Completed)	November 17, 2019
9. Success Factors (The Parts that Worked Really Well)	<ol style="list-style-type: none"> 1. The students treated some events as the actual PSWC and even had strategies during the games. It was great practice for them! 2. We had a Scavenger Hunt Photo Challenge where students were given instructions to go meet other students and take pictures with them. This promoted conversation between the student chapters. The student with the most photos won a prize! 3. The Jeopardy: ASCE Edition was a fun way for the students to test their ASCE knowledge. A lot of the participants were able to learn more about ASCE in a fun way! 4. Having the YMF serve as judges for the events, helped encourage interaction between the students and professionals.
10. Setback Factors (The Parts that did Not Work Well)	<ol style="list-style-type: none"> 1. The scheduling of the event was tough for quarter system schools as it is during their midterm season. 2. Obtaining a permit to have a food vendor took a lot longer than we had expected 3. Keeping the events on schedule is challenging and consuming. In the future, we will think of solutions to this problem. Perhaps, we are more upfront about putting more of the responsibility on the student groups to get their team to the events on time.

11. Creativity (This is something off the wall that we did)	The bubble soccer was an idea that the students came up with and was a big hit at our event.
12. Administration (What was most Important?)	Putting together the schedule and brackets for each event
13. Follow-Up (What was most important?)	Reminding students that we need them to register by a certain deadline so that we could do brackets for the sports events and purchase enough shirts for the attendees.
14. Recommendations (What you should ALWAYS do with this project?)	Highly encourage getting the students involved for planning the event since they have a lot of great ideas that can be implemented to the event.
15. Cautions (What you should NEVER do with this project?)	Make sure that you look into permits and insurance needed for the event months ahead.
16. The Outcome	We had over 200 students and young professionals come out to the event! It was lots of fun and students got to meet other students in a casual atmosphere.
17. Ongoing Activity (Would you do it again?)	Absolutely! We hope to do this event annually.
18. Speaker Contact Information (person from your Region who would be willing to speak about the Best Practice)	
Name	
Address	
Phone Number	
Email	
19. Additional Comments (We strongly recommend attaching relevant photos and graphics)	



















Arizona State University Fundraiser – Yuma Branch

1. Section, Branch	Arizona Section, Yuma Branch
2. Section/Branch Size	Small
3. Project Contact	
Name	Colin Sterns
Phone Number	(928) 344-5931
Email	csterns@armstrongconsultants.com
4. Project Category	Public Outreach
5. Project Description	2nd Annual Tamale Festival
6. The Process (What you did, When and How)	This was a fundraising event put on by the local Diablo Alumni foundation of Arizona State University. We were to make 50 dozen tamales and sell them along with 50 other vendors. We could sell them in plates with sides or individual tamales along with hot chocolate. Event is held in December.
7. Those in Charge (Committee, Task Committee, Etc.)	Frank Garcia, our then treasurer and I were in charge.
8. Time Frame (When Started, When Completed)	Our branch started planning for the event in October. We made the 50 dozen tamales in a weekend and then prepared them for sale the day of the event. The Tamale festival lasted from 10 am to 10 pm on a Saturday.
9. Success Factors (The Parts that Worked Really Well)	We had great participation and everybody contributed equally. We sold all 50 dozen tamales before 5 pm that afternoon.
10. Setback Factors (The Parts that did Not Work Well)	We did not generate as much fundraising money as anticipated as a result did not make as much profit.
11. Creativity (This is something off the wall that we did)	No because we did plan it as one of our activities for the year.
12. Administration (What was most Important?)	
13. Follow-Up (What was most important?)	

14. Recommendations (What you should ALWAYS do with this project?)	We will be part of this event every year because it is great marketing for ASCE.
15. Cautions (What you should NEVER do with this project?)	
16. The Outcome	
17. Ongoing Activity (Would you do it again?)	
18. Speaker Contact Information (person from your Region who would be willing to speak about the Best Practice)	
Name	
Address	
Phone Number	
Email	
19. Additional Comments	This Best Practice includes the following attachment: <ul style="list-style-type: none"> • Photo of fundraiser



Civil Engineering Booth at Earthfest Event – Cleveland Section

1. Section, Branch	Cleveland Section
2. Section/Branch Size	Medium
3. Project Contact	
Name	Loretta Snider, PE
Phone Number	(216) 776-6810
Email	lsnider@mbakercorp.com
4. Project Category	Public Outreach
5. Project Description	<p>ASCE Cleveland hosted a booth two year in a row at EarthFest 2008 and Earthfest 2009 at the Cleveland Metroparks Zoo. This event has taken place each year since 1990 and is Ohio’s largest environmental education event. EarthFest is a forum for education awareness and global concern and is presented through exhibits, displays, and activities.</p> <p>ASCE Cleveland’s purpose for participating in Earthfest is to promote awareness of the civil engineering profession; specifically, environmental engineering and water resources and the ASCE organization as well as the importance of civil engineers in enhancing the quality of everyday life. The display was designed to attract children of all ages and provide information about the civil engineering profession to encourage civil engineering as a career choice.</p> <p>In 2008 the theme for our booth was “Clean Water is an Engineered Product” and in 2009 our theme was “Green – Engineers Make It Work.” The “Green” logo was provided by the Engineer’s week organization. A brief PowerPoint presentation of the 2009 event is attached.</p>
6. The Process (What you did, When and How)	We contacted the outreach department at ASCE nationals. They supplied a display board and handout materials to use at our booth.
7. Those in Charge (Committee, Task Committee, Etc.)	Environmental and Water Resources Committee.
8. Time Frame (When Started, When Completed)	We submitted a completed registration form and fee to the Earth Day Coalition organization who are responsible for hosting the event about two months in advance. EarthFest is a one-day event held on a Sunday beginning with set-up at about 8:00 am and tear- down at 5:00 PM.

9. Success Factors (The Parts that Worked Really Well)	There are several elements about this event that work well with our Section. First, it is relatively simple to become part of an important large event and reach the general public. The preparation and cost to participate is minimal. We set-up a schedule for the volunteers with two-hour time slots that seemed worked well. The other aspect that worked well was having an interactive display. In 2009, our booth had several K'Nex bridge kits that attracted children to our booth.
10. Setback Factors (The Parts that did Not Work Well)	
11. Creativity (This is something off the wall that we did)	
12. Administration (What was most Important?)	The support we received from ASCE National Staff.
13. Follow-Up (What was most important?)	As a follow-up, we prepared a photo slide presentation to scroll at the following ASCE dinner meeting to hopefully inspire future activities.
14. Recommendations (What you should ALWAYS do with this project?)	As with any event it is important to begin organizing well in advance of the event. We were able to offer volunteering opportunities to our Section and benefited with an ample number of volunteers.
15. Cautions (What you should NEVER do with this project?)	
16. The Outcome	The event received positive feedback. For example, a civil engineer who passed by the booth thanked us for participating in the event. Generally, we felt we communicated the importance of civil engineering to the general public who were interested in speaking with the volunteers and hopefully inspired a few future engineers.
17. Ongoing Activity (Would you do it again?)	
18. Speaker Contact Information (person from your Region who would be willing to speak about the Best Practice)	
Name	
Address	
Phone Number	
Email	
19. Additional Comments	This Best Practice includes the following attachments: <ul style="list-style-type: none"> • Earthfest 2009 presentation slides



EarthFest 2009 - The Green Generation



Sunday, April 19 at the
Cleveland Metroparks Zoo



Thank You to the Following ASCE Members for Volunteering at EarthFest

Amy Hanna Brian

Meluch Aaron

Morford Michael

Coppage Carolyn

Young

Veronica Glashaukas

David Skeggs

Gina Beim

Loretta Snider



Loretta Snider and Brian Meluch



Aaron Morford and Michael Coppage



Carolyn Young and Veronica Glashaukas



Amy Hanna and David Skeggs





Participation in EarthFest at the Cleveland Metroparks Zoo was a chance to build public knowledge of the role of Civil Engineering in the community and hopefully inspire the engineers of tomorrow.

Liquid Assets Campaign – Kansas City Section

1. Section, Branch	Kansas City Section
2. Section/Branch Size	Large
3. Project Contact	
Name	Jennifer Jacka
Phone Number	(785) 587-5094
Email	jcjackataylor@gmail.com
4. Project Category	Public Outreach
5. Project Description	Liquid Assets Campaign
6. The Process (What you did, When and How)	<ol style="list-style-type: none"> 1. Airing the Liquid Assets Documentary on PBS followed by a 60min. expert panel discussion on local water, waste water, and storm water issues. We hosted a “Watch Party” at the Boulevard Brewery. 2. Planned an Issues Forum hosted by UMKC (University of Missouri at Kansas City) discussing light rail and CSO issues with the experts. This was very timely..a week before the vote on the Light Rail initiative. 3. School outreach through water quality testing with the Blue River Watershed Association. Taught 4 middle school classes about engineering and water. And volunteered to do water testing at several locations with the students. 4. Community outreach through educational booths at Waterfest (Lenexa), Aquafest (Olathe), and Mo. River Watershed Festival (KCMO).
7. Those in Charge (Committee, Task Committee, Etc.)	ASCE-KC Government and Public Relations Committee of 9 members – also teamed with the Masters of Public Administration Org. at UMKC for the Forum and the Blue River Watershed Association for the student outreach activities.
8. Time Frame (When Started, When Completed)	Proposed plan to local Board in July 2008, participated in Water Festivals in August and early October. We participated with students in September 15 and more throughout the year. We made a Liquid assets presentation to the ASCE Explorers Group (high school students interested in Civil Engineering) on October 23. Hosted Issues Forum October 30, 2008. KC voted on Light rail on

	November 3. Liquid Assets aired on KCPT on November 13 and several times after that. We hosted the watch party on November 20.
9. Success Factors (The Parts that Worked Really Well)	<p>We had just formed this committee and were not sure what to do with it, so it was great to have the Liquid Assets idea to plan around. Everyone in the group had a different idea of what they wanted to do with the Liquid Assets so we let everyone run with their own ideas and it snowballed into this campaign. This was a great way to do this because everyone took ownership and was excited about it.</p> <p>It was great timing because Kansas City is planning to separate its combined sewers and this is a very hot issue for the public and every engineering company wants a part of it. It will be a 4 billion overhaul. So all we had to do was get the City's involvement and we got the support of all the companies. Our team had great contacts with all the major players.</p>
10. Setback Factors (The Parts that did Not Work Well)	<p>Since this idea turned into a snowball we had to fund it somehow. We raised about \$28,000 in sponsorships (including \$7500 SPAG). The Section agreed to pick up the tab up to \$10,000 of what we didn't earn. The Section only had to contribute about \$2500. It was extremely important that the Section had agreed to be the bank until the cash started flowing in from donations because we had expenses before donations were received.</p> <p>It was also hard to work with KCPT because they thought that the program would seem less credible if any companies were sponsoring/advertising so it was harder to convince them to donate so we had to create the "watch party" where we would give them public credit for their donation. KCPT also wouldn't let any consultants be on the panel discussion about the CSO program.</p> <p>Doing this our first year as a committee has left us at the beginning again, we have to reinvent our group again this year.</p>
11. Creativity (This is something off the wall that we did)	Included the Very Controversial Light Rail Initiative in the open forum at UMKC
12. Administration (What was most Important?)	Keeping track of who donated what and writing thanks you.
13. Follow-Up (What was most important?)	THANK YOU NOTES
14. Recommendations (What you should ALWAYS do with this project?)	Just make the decision and run with it. The release of the documentary kept getting postponed. Trying to raise the funds for this program was very hard sight unseen. It was \$15,000 to get an hour panel discussion and the documentary aired on KCPT. We just had to do something regardless and just get started!

<p>15. Cautions (What you should NEVER do with this project?)</p>	<p>We bought advertising on KCUR the university radio to advertise the Issues forum. We only got about 60 people there. So it was kind of a waste of money. More people saw the announcement on the TV News and in the papers for free.</p> <p>Don't put your email address on anything to the public! The UMKC Students we teamed with were in charge of advertising and put email addresses on things. The forum consisted of two panels; one answering questions on the CSO program and the other answering questions about the light rail initiative being voted on the next week. The light rail was very controversial! I got hate mail because I invited the experts to be panelists and the opposition to the plan did not feel like they were represented. I had to remind them that it was not a debate, but a forum to ask their questions of the experts on the subjects. They did not show up to the forum.</p>
<p>16. The Outcome</p>	<p>It had a great response we had about 230 people at the watch party. We reached thousands of people at the three-community water festival and teaching the four classes. We formed alliances with other organizations that are continuing to be fruitful. We promoted and created recognition of the profession and ASCE to the public.</p>
<p>17. Ongoing Activity (Would you do it again?)</p>	<p>Due to the financial obligation of an event this large, we would consider the event if funding were provided. We would make several changes: possibly a lower cost meal option such as hosting at an office with a large conference room and catering, and charging the students a nominal fee. The response to the event was well received by the professionals and students, exhibiting future feasibility. We host several student events each year and will incorporate some aspects of this project into them.</p>
<p>18. Speaker Contact Information (person from your Region who would be willing to speak about the Best Practice)</p>	
<p>Name</p>	
<p>Address</p>	
<p>Phone Number</p>	
<p>Email</p>	
<p>19. Additional Comments</p>	<p><u>Kansas City ASCE Legislative Committee 2008</u></p> <p>Background</p> <p>The Legislative Committee for the Kansas City ASCE Section was formed this year. We have 9 members so far: Jason Waldron, Ernie Longoria, Sarah Fjell, Valerie Mccaw, Chris Leaton, Laura Wagner, Nick Wertz, Brian Rast and</p>

Jennifer Jacka (chair).

We defined a Goal or Mission: To enhance public awareness and understanding of civil engineering and its impact on society.

To accomplish this goal, we developed a Campaign surrounding the Liquid Assets Documentary. The Release of this documentary is perfect because one of the major infrastructure concerns facing Kansas City this year is the Combined Sewer Overflow (CSO) program. This Campaign to educate our community about the CSO program and promote the documentary includes the following:

1. Airing the Liquid Assets Documentary on PBS followed by a 60-minute expert panel discussion on local water, waste water, and storm water issues. We also hosted a “Watch Party”.
2. Issues Forum hosted by UMKC (University of Missouri Kansas City)
3. School outreach through water quality testing with the Blue River Watershed Association.
4. Community outreach through educational booths at Waterfest (Lenexa), Aquafest (Olathe), and Waterfire (KCMO)

Liquid Assets Documentary and Local Panel Discussion

Liquid Assets is a documentary that seeks to inform the nation about the critical role that our water infrastructure plays in protecting public health and promoting economic prosperity. Our intention was to combine the ninety-minute documentary with a Forum Panel Discussion facilitating local involvement. The Forum Panel consisted of community leaders engaged in the water infrastructure challenges facing Kansas City and the surrounding areas. *Liquid Assets* explored the history, engineering, and political and economic challenges of our water infrastructure while the forum engaged our community in a discussion about local public water and wastewater issues.

Our local PBS channel KCPT is really excited about this idea. The documentary itself was aired several times. This aired Thursday November 13th. The watch party was held on Nov. 20th so that the panelists could attend. It was a huge success with over 150 people gathering at the Boulevard Brewery to watch this production and eat BBQ catered by Jack Stack BBQ.

Issues Forum

Issues Forum hosted by PASA Public Administration Student Organization of UMKC. Panelists were chosen to educate the public on the CSO Overflow Control Plan and the Light Rail Initiative.

The CSO Panelists included: Terry Leeds
of KCMO Art Spratlin of EPA
Council Member Jan Marcason Tom
Jacobs of MARC
Galen Miller of Burns MacDonnell.

The Light Rail Panel included:

Council Member Russ Johnson Dick
Jarrold KCATA
John Dobies HNTB
Mell Henderson of MARC

Our wonderful Moderator was the New Dean of engineering at UMKC Dean Kevin Truman. Even though the Light Rail was not successfully passed the event was a success and our panelists were wonderful. We had over 60 concerned citizens in attendance that got a great education on these issues. The PASA students did a wonderful job preparing and advertising for this event.

School Outreach

We teamed with the Blue River Watershed Association in a program that teaches K-12 students about water quality and allows them to do hands on testing of local streams. We spent one day in the class room talking about water quality, watersheds, pollution, and another day specifically talking about civil engineering along with a hands-on activity. We in America are seeing a huge shortage of students pursuing science and technology and engineering related fields. This was a great opportunity to inspire students to a career in civil engineering or science.

The next day we took the students to a nearby waterway to do the water quality tests. These tests included: pH, turbidity, Phosphates, nitrates, temperature, fecal, and BOD.

We invited our entire section to participate in these events as more volunteers are always needed. BRWA typically visits 2 to 3 schools every week during the school year. Our visit was scheduled on September 15th 2008, at St. Regis Middle School. Kate Delehunt of BRWA does a spectacular job of teaching these kids about conservation and watersheds and testing.

We also showed the Liquid Assets documentary along with an education discussion to the ASCE KC Explorers group. This is a group of High School students with an interest in Careers in Civil Engineering.

This was October 23rd.

Community Outreach

We set up educational booths at 3 local/suburbs water festivals: AquaFest in Olathe, KS August 16th, WaterFest in Lenexa, KS August 8th, and Missouri River Watershed Festival in KCMO on October 3rd, 2008.

These booths included the ASCE display and a laptop showing the Liquid assets trailer along with save the date handouts for the KCPT Airing. We also did a hands-on demonstration allowing the kids to put “pollutants” into an “inlet” then they watch as the rain washes the pollutants straight into our streams. We follow up with guided questions about how they feel about it and how they can prevent these pollutants from reaching the inlets. They also receive a mini water gun with an ASCE sticker on it for their participation. The kids and adults really seem to be engaged by this demonstration as you can see from the photos below.





Civil Engineering History Book – Southern Nevada Branch

1. Section, Branch	Nevada Section, Southern Nevada Branch
2. Section/Branch Size	Medium
3. Project Contact	
Name	Chuck Joseph
Phone Number	(702) 938-5578
Email	chuck.joseph@outlook.com
4. Project Category	Public Outreach
5. Project Description	Our Life Members developed a book “From the Spanish Trail to the Monorail: A History of Civil Engineering Infrastructure in Southern Nevada”
6. The Process (What you did, When and How)	Our Life Members developed this book over a 5-year period. They worked closely with local agencies in getting information such as photos and other facts and figures.
7. Those in Charge (Committee, Task Committee, Etc.)	The Life Members were the Committee.
8. Time Frame (When Started, When Completed)	June 2005 to June 2010
9. Success Factors (The Parts that Worked Really Well)	The final product was very well received by the community.
10. Setback Factors (The Parts that did Not Work Well)	It took a long time for review and final editing.
11. Creativity (This is something off the wall that we did)	
12. Administration (What was most Important?)	
13. Follow-Up (What was most important?)	Promoting and selling the book.

14. Recommendations (What you should ALWAYS do with this project?)	Set some firm deadlines.
15. Cautions (What you should NEVER do with this project?)	Assume that people know what you did. Need to promote.
16. The Outcome	
17. Ongoing Activity (Would you do it again?)	
18. Speaker Contact Information (person from your Region who would be willing to speak about the Best Practice)	
Name	
Address	
Phone Number	
Email	
19. Additional Comments	

Public Viewing of Liquid Assets – Oregon Section

1. Section, Branch	Oregon Section
2. Section/Branch Size	Large
3. Project Contact	
Name	Javier Moncada
Phone Number	(503) 872-4125
Email	javier.moncada@tvwd.org
4. Project Category	Public Outreach
5. Project Description	<p>Javier applied for and secured a mini-SPAG for this public outreach project. The program was to put together a public showing of the documentary of <i>Liquid Assets</i>. The project made arrangements with a local theatre in the Portland, OR area for two showings. Flyers were made and distributed throughout the community and attendance was pretty good with somewhere around 100 people attending each show. The project also coordinated with local engineers and experts on drinking water to be available for questions after the showing.</p> <p>The ASCE student chapter at Oregon State University heard about the project and a third showing of the documentary was scheduled in Corvallis.</p>
6. The Process (What you did, When and How)	See above.
7. Those in Charge (Committee, Task Committee, Etc.)	Javier Moncada spearheaded most of the effort making contacts at the theatre and within the community. He also spent a lot of time developing flyers for the showings and hand distributing throughout the community.
8. Time Frame (When Started, When Completed)	The project was started in the spring of 2008 and complete in the spring of 2009
9. Success Factors (The Parts that Worked Really Well)	Finding a location was relatively simple although our first choice, the local public broadcasting station, didn't work out. However, the theatre regularly shows documentaries and independent films and was perfectly setup for our event. Plus, it was really close to public transit.
10. Setback Factors (The Parts that did Not Work Well)	Getting the word out to as big of an audience as possible was difficult. Although we had around 100 people at each showing we were really striving for more.
11. Creativity	

(This is something off the wall that we did)	
12. Administration (What was most Important?)	
13. Follow-Up (What was most important?)	
14. Recommendations (What you should ALWAYS do with this project?)	
15. Cautions (What you should NEVER do with this project?)	
16. The Outcome	We feel that the local citizens are more informed about the status of drinking water and sanitary sewer systems in the community.
17. Ongoing Activity (Would you do it again?)	
18. Speaker Contact Information (person from your Region who would be willing to speak about the Best Practice)	
Name	
Address	
Phone Number	
Email	
19. Additional Comments	

Engineering Booth at State Fair – Syracuse Section

1. Section, Branch	Syracuse Section
2. Section/Branch Size	Medium
3. Project Contact	
Name	Brad Kubiak
Phone Number	(315) 956-6384
Email	Brad.Kubiak@obg.com
4. Project Category	Public Outreach
5. Project Description	Booth at State Fair promoting CE as career. Geared towards elementary school aged children.
6. The Process (What you did, When and How)	Had booth with large geotrax remote control train set up with many levels. Circulating water system with storage tank, WWTP, "lake". Distributed promotional literature and ASCE merchandise. Displayed winning 2009 Steel Bridge entry from SUNY Canton.
7. Those in Charge (Committee, Task Committee, Etc.)	Myself, Tom Horth and a committee of 4 section members.
8. Time Frame (When Started, When Completed)	Organization began in June. Booth open from Friday before Labor Day through Labor Day.
9. Success Factors (The Parts that Worked Really Well)	Train set is a real attention grabber. Steel bridge was a good conversation piece with parents and older kids.
10. Setback Factors (The Parts that did Not Work Well)	Always a challenge to get the message to the kids who just want to play.
11. Creativity (This is something off the wall that we did)	Had matching red T-shirts printed with ASCE on the back in big letters. Really made the volunteers look like a team.
12. Administration (What was most Important?)	Organizing committee members and soliciting volunteers.
13. Follow-Up (What was most important?)	Email or website update to let entire Section know how it went. (Hasn't happened yet!)

14. Recommendations (What you should ALWAYS do with this project?)	Get as many volunteers as possible. Keep the display simple to avoid having to fix problems when you should be interacting.
15. Cautions (What you should NEVER do with this project?)	Overcomplicate the display, booth. A very short window of attention is allowed so intricate displays are not worth the effort it takes to assemble.
16. The Outcome	
17. Ongoing Activity (Would you do it again?)	
18. Speaker Contact Information (person from your Region who would be willing to speak about the Best Practice)	
Name	
Address	
Phone Number	
Email	
19. Additional Comments	

Engineering Billboards – Connecticut Section/CSCE

1. Section, Branch	Connecticut Section/CSCE
2. Section/Branch Size	Large
3. Project Contact	
Name	Jason Waterbury
Phone Number	(860) 278-7850 (ext. 3380)
Email	Jwaterbury@themdc.com
4. Project Category	Public Outreach
5. Project Description	Billboard Campaign
6. The Process (What you did, When and How)	CSCE has sponsored two billboard campaigns. The first campaign was in April 2011, and the second campaign was in November 2011. The intended message for both campaigns was to raise public awareness as to what a Civil Engineer does and the impacts Civil Engineering has on the general welfare of the public. The executive board developed multiple designs, and contacted multiple local billboard vendors. Due to billboard availability and pricing, CBS Outdoor was selected. Each campaign included 10 billboards, located on State of CT Roads, throughout the state. In addition, a SPAG Grant was obtained for the initial campaign, which contributed \$1,500 of the \$5,000 cost for that particular campaign. Attached is the Billboard Summary Report for the November 2011 Campaign, which includes duration, locations, and photos of each billboard. Example photos of the April 2011 campaign are also attached.
7. Those in Charge (Committee, Task Committee, Etc.)	CSCE Executive Board
8. Time Frame (When Started, When Completed)	April 2011 & November 2011
9. Success Factors (The Parts that Worked Really Well)	Involvement of the entire Executive Board, and buy-in by CSCE members.
10. Setback Factors (The Parts that did Not Work Well)	It is suggested to have the billboard designs established prior to signing a contract with the vendor. We did not do this for the November campaign, and it did create some frustrations with our vendor (CBS Outdoor).
11. Creativity (This is something off the	

wall that we did)	
12. Administration (What was most Important?)	Coordination with billboard vendor.
13. Follow-Up (What was most important?)	Spot-checking billboards by executive board members.
14. Recommendations (What you should ALWAYS do with this project?)	Involve as many board members, and Section/Branch Members as possible. Also communicate what you are doing to your Section/Branch members to make sure they are aware of the Value being provided by the Section/Branch leadership.
15. Cautions (What you should NEVER do with this project?)	Do not do this alone, as a one-man show. The task is too big for one person.
16. The Outcome	
17. Ongoing Activity (Would you do it again?)	Yes – CSCE is currently planning on multiple campaigns in the upcoming 2012-2013 to build on the momentum provided by the previous two billboard campaigns. Currently in consideration for Future Campaigns is the Failure to Act study conducted by ASCE.
18. Speaker Contact Information (person from your Region who would be willing to speak about the Best Practice)	
Name	
Address	
Phone Number	
Email	
19. Additional Comments	This Best Practice includes the following attachments: <ul style="list-style-type: none"> • Billboard summary report • Photos

Conn. Society of Civil Engineers



Summary

Name: Conn. Society of Civil Engineers
 CBS Contract #: 1062342
 Advertiser: Conn. Society Civil Engineers
 Agency:

Duration: 10/31/2011 - 11/27/2011
 # Contracted Units: 10
 # Posted Units: 10
 Total Scheduled Days: 280
 Total Showing Days: 71
 Total Override Days: 0



Sales Contact Info
 Thomas Novinsky
 T: 203-985-0430
 F: 203-985-0420
tom.novinsky@cbsoutdoor.com

Outdoor Display Detail

Face #	Description	Posting Market	Scheduled Dates	Sched. Days	Show. Days	Over. Days	P. Type	Area	Media	Ill.	F	7-day EOI, 18+	DEC ('000s)
000121P-O	New Haven Av 500 ft W/O Buckingham N/S	Hartford/New Haven	10/31/2011 - 11/27/2011	28	8	0	Regular	New Haven County	Posters	Y	E	42,530	10.66
	Design	Posted Date	Covered Date										
	Fix Infrastructure	11/1/2011											
000268P-O	Fitch St 25 ft W/O Onyx St N/S	Hartford/New Haven	10/31/2011 - 11/27/2011	28	7	0	Regular	New Haven County	Posters	Y	W	24,615	8.37
	Design	Posted Date	Covered Date										
	Fix Infrastructure	11/2/2011											
000341P-O	Washington Ave 1500 ft N/O I-91 E/S	Hartford/New Haven	10/31/2011 - 11/27/2011	28	8	0	Regular	New Haven County	Posters	Y	S	59,771	14.98
	Design	Posted Date	Covered Date										
	Fix Infrastructure	11/1/2011											
000403P-O	Post Rd 50 ft W/O Jackson Dr N/S	Hartford/New Haven	10/31/2011 - 11/27/2011	28	8	0	Regular	New Haven County	Posters	Y	W	47,321	16.10
	Design	Posted Date	Covered Date										
	Fix Infrastructure	11/1/2011											
000557P-O	Post Rd & Old Kelsey Point S/S	Hartford/New Haven	10/31/2011 - 11/27/2011	28	8	0	Regular	Middlesex Country	Posters	N	E	19,434	4.71
	Design	Posted Date	Covered Date										
	Fix Infrastructure	11/1/2011											
000622P-O	Rt 17 1000 ft W/O Rt 77 E/S	Hartford/New Haven	10/31/2011 - 11/27/2011	28	7	0	Regular	Middlesex Country	Posters	N	S	11,316	2.84
	Design	Posted Date	Covered Date										
	Fix Infrastructure	11/2/2011											
000734P-O	Riverside St 400 ft S/O Bank St W/S	Hartford/New Haven	10/31/2011 - 11/27/2011	28	5	0	Regular	New Haven County	Posters	Y	N	11,551	2.71
	Design	Posted Date	Covered Date										
	Fix Infrastructure	11/4/2011											

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Conn. Society of Civil Engineers



Outdoor Display Detail

Face #	Description	Posting Market	Scheduled Dates	Sched. Days	Show. Days	Over. Days	P. Type	Area	Media	Ill. F	7-day EOI, 18+ DEC ('000s)	
000751P-O	Rt 85 2000 ft N/O Chesterfield Rd E/S	Hartford/New Haven	10/31/2011 - 11/27/2011	28	6	0	Regular	New London County	Posters	Y N	28,259	9.61
	Design	Posted Date	Covered Date									
	Fix Infrastructure	11/3/2011										
001034P-O	Center St 400 ft E/O N. Main	Hartford/New Haven	10/31/2011 - 11/27/2011	28	7	0	Regular	Hartford County	Posters	Y W	16,580	3.88
	St S/S	Haven										
	Design	Posted Date	Covered Date									
	Fix Infrastructure	11/2/2011										
001093P-O	Rt 202 325 ft W/O Walnut St S/S	Hartford/New Haven	10/31/2011 - 11/27/2011	28	7	0	Regular	Litchfield County	Posters	N W	13,315	3.34
	Design	Posted Date	Covered Date									
	Fix Infrastructure	11/2/2011										

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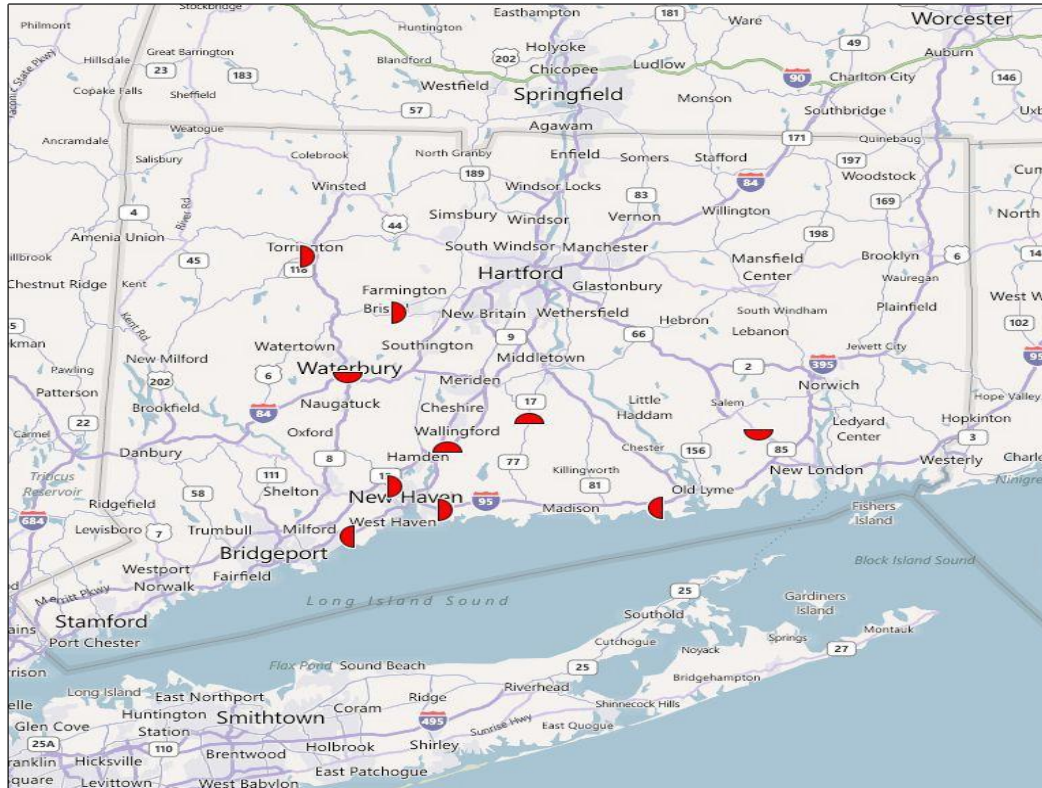
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on: 11/8/20



Conn. Society of Civil Engineers



Contract Map



Legend

 Posters

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Face # 000121P-O - New Haven Av 500 ft W/O Buckingham N/S



Photo taken on: 11/1/2011

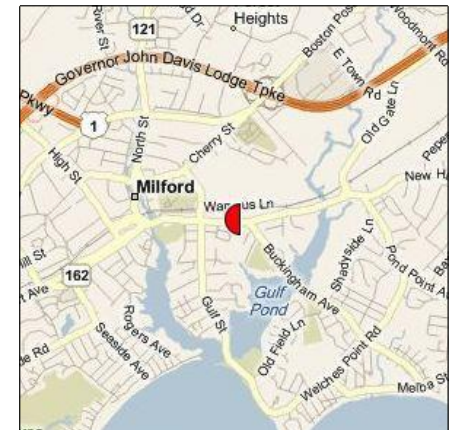
Face Information

Media:	Posters	Posted Date:	11/1/2011	Design:	Fix Infrastructure
Area:	New Haven County	Covered Date:		First Received On:	10/31/2011 (Qty: 10)
Posting Market:	Hartford/New Haven	Showing Days:	8	Last Received On:	10/31/2011 (Qty: 10)
Direction Facing:	E				
Illumination:	18 hours				
DEC (000's):	11				
7-day EOI, 18+:	42,530				

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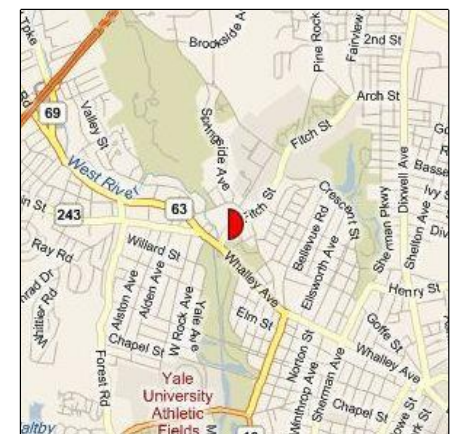
Face # 000268P-O - Fitch St 25 ft W/O Onyx St N/S



Photo taken on: 11/2/2011

Face Information

Media:	Posters	Posted Date:	11/2/2011	Design:	Fix Infrastructure
Area:	New Haven County	Covered Date:		First Received On:	10/31/2011 (Qty: 10)
Posting Market:	Hartford/New Haven	Showing Days:	7	Last Received On:	10/31/2011 (Qty: 10)
Direction Facing:	W				
Illumination:	18 hours				
DEC (000's):	8				
7-day EOI, 18+:	24,615				



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BMS.net Proof of Performance
by **ayuda**

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Face # 000341P-O - Washington Ave 1500 ft N/O I-91 E/S



Photo taken on: 11/1/2011

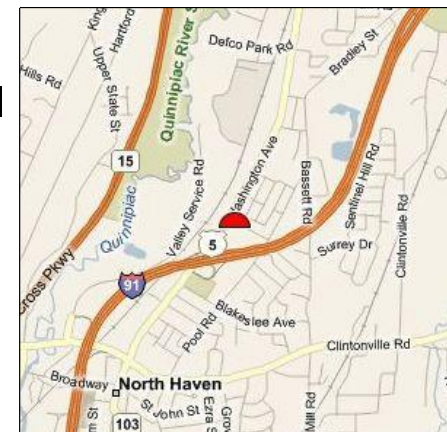
Face Information

Media:	Posters	Posted Date:	11/1/2011	Design:	Fix Infrastructure
Area:	New Haven County	Covered Date:		First Received On:	10/31/2011 (Qty: 10)
Posting Market:	Hartford/New Haven	Showing Days:	8	Last Received On:	10/31/2011 (Qty: 10)
Direction Facing:	S				
Illumination:	18 hours				
DEC (000's):	15				
7-day EOI, 18+:	59,771				

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Face # 000403P-O - Post Rd 50 ft W/O Jackson Dr N/S



Photo taken on: 11/1/2011

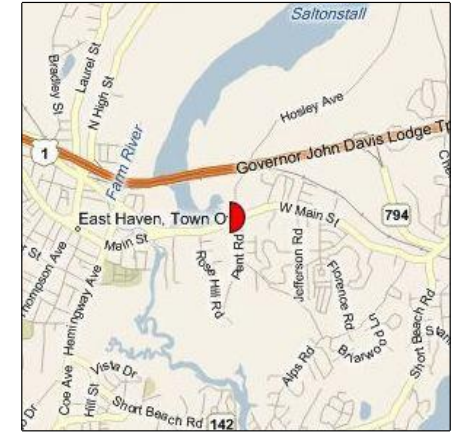
Face Information

Media:	Posters	Posted Date:	11/1/2011	Design:	Fix Infrastructure
Area:	New Haven County	Covered Date:		First Received On:	10/31/2011 (Qty: 10)
Posting Market:	Hartford/New Haven	Showing Days:	8	Last Received On:	10/31/2011 (Qty: 10)
Direction Facing:	W				
Illumination:	18 hours				
DEC (000's):	16				
7-day EOI, 18+:	47,321				

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Face # 000557P-O - Post Rd & Old Kelsey Point S/S



Photo taken on: 11/1/2011

Face Information

Media:	Posters	Posted Date:	11/1/2011	Design:	Fix Infrastructure
Area:	Middlesex Country	Covered Date:		First Received On:	10/31/2011 (Qty: 10)
Posting Market:	Hartford/New Haven	Showing Days:	8	Last Received On:	10/31/2011 (Qty: 10)
Direction Facing:	E				
Illumination:	12 hours				
DEC (000's):	5				
7-day EOI, 18+:	19,434				



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by **avuda**

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Face # 000622P-O - Rt 17 1000 ft W/O Rt 77 E/S



Photo taken on: 11/2/2011

Face Information

Media:	Posters	Posted Date:	11/2/2011	Design:	Fix Infrastructure
Area:	Middlesex Country	Covered Date:		First Received On:	10/31/2011 (Qty: 10)
Posting Market:	Hartford/New Haven	Showing Days:	7	Last Received On:	10/31/2011 (Qty: 10)
Direction Facing:	S				
Illumination:	12 hours				
DEC (000's):	3				
7-day EOI, 18+:	11,316				



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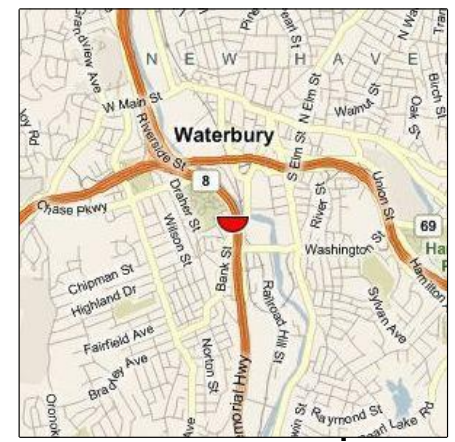
Face # 000734P-O - Riverside St 400 ft S/O Bank St W/S



Photo taken on: 11/4/2011

Face Information

Media:	Posters	Posted Date:	11/4/2011	Design:	Fix Infrastructure
Area:	New Haven County	Covered Date:		First Received On:	10/31/2011 (Qty: 10)
Posting Market:	Hartford/New Haven	Showing Days:	5	Last Received On:	10/31/2011 (Qty: 10)
Direction Facing:	N				
Illumination:	18 hours				
DEC (000's):	3				
7-day EOI, 18+:	11,551				



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Face # 000751P-O - Rt 85 2000 ft N/O Chesterfield Rd E/S



Photo taken on: 11/3/2011

Face Information

Media:	Posters	Posted Date:	11/3/2011	Design:	Fix Infrastructure
Area:	New London County	Covered Date:		First Received On:	10/31/2011 (Qty: 10)
Posting Market:	Hartford/New Haven	Showing Days:	6	Last Received On:	10/31/2011 (Qty: 10)
Direction Facing:	N				
Illumination:	18 hours				
DEC (000's):	10				
7-day EOI, 18+:	28,259				

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proof

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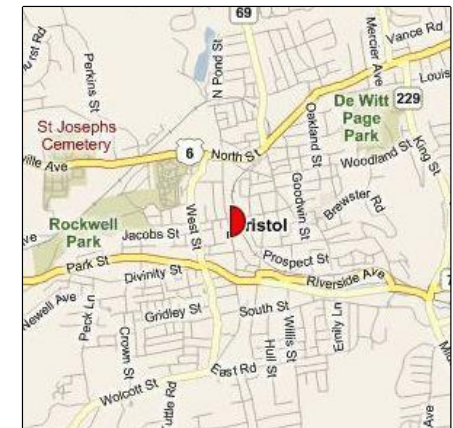
Face # 001034P-O - Center St 400 ft E/O N. Main St S/S



Photo taken on: 11/2/2011

Face Information

Media:	Posters	Posted Date:	11/2/2011	Design:	Fix Infrastructure
Area:	Hartford County	Covered Date:		First Received On:	10/31/2011 (Qty: 10)
Posting Market:	Hartford/New Haven	Showing Days:	7	Last Received On:	10/31/2011 (Qty: 10)
Direction Facing:	W				
Illumination:	18 hours				
DEC (000's):	4				
7-day EOI, 18+:	16,580				



50% proof?

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Face # 001093P-O - Rt 202 325 ft W/O Walnut St S/S



Photo taken on: 11/2/2011

Face Information

Media:	Posters	Posted Date:	11/2/2011	Design:	Fix Infrastructure
Area:	Litchfield County	Covered Date:		First Received On:	10/31/2011 (Qty: 10)
Posting Market:	Hartford/New Haven	Showing Days:	7	Last Received On:	10/31/2011 (Qty: 10)
Direction Facing:	W				
Illumination:	12 hours				
DEC (000's):	3				
7-day EOI, 18+:	13,315				



proof?

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Toys for Tots Holiday Social – Vermont Section

1. Section, Branch	Vermont Section
2. Section/Branch Size	Large
3. Project Contact	
Name	Jessica Louisos
Phone Number	(802) 578-2016
Email	jessical@miloneandmacbroom.com
4. Project Category	Public Outreach
5. Project Description	Toys for Tots Holiday Social: Combined Holiday Social event, joint meeting with other Engineering society, and Toys for Tots charity event.
6. The Process (What you did, When and How)	A few weeks before the winter holidays we run an early evening social event on a weekday evening. The holiday social is a benefit for Toys for Tots. People who attend receive one free drink tickets to be redeemed at the bar in exchange for donating a toy to Toys for Tots. After the social event the toys are donated to a local charity organization arranged through the Toys for Tots organization. The event is informal, no RSVP required, a time range where people can drop in and out, and general mingling atmosphere. We have chosen a popular restaurant in our more densely populated part of the state to hold the event. We invited another engineering society to co-host this event with us to promote inter-organization mingling. Our younger member group is the official host of the meeting and the student chapters are also invited.
7. Those in Charge (Committee, Task Committee, Etc.)	Younger Member Committee Chair person, with help from the other members of the Section BOD. Advertising is typically handled by the Section President who sends out the newsletters.
8. Time Frame (When Started, When Completed)	Typically start in October to begin to discuss the event and pick the best dates. November lock in the date with the venue, contact Toys for Tots to secure the donation box and drop off location, and advertise the event using our newsletter.
9. Success Factors (The Parts that Worked Really Well)	We made it clear in the advertising that people did not need to be drinking alcohol at this event. The Toy donation was exchanged for a drink ticket and that ticket was redeemable for any of the beverages. Our advertising included that they had a popular locally made non-alcoholic root beer on tap also. I think this made more students feel comfortable attending the event as well.
10. Setback Factors (The Parts that did Not Work Well)	One year we tried holding this on a Friday evening, two weeks before Christmas. That was a very poor choice in evenings because there were many other holiday events that night – including many local employers. The turnout that night was lower than other years. The Friday night scheduling was due to a double booking on the original night that we had planned the event. We will

	be holding this event on Tuesday, Wednesday or Thursday nights (Thursday seems best for our group).
11. Creativity (This is something off the wall that we did)	Giving away “free” drinks. But if you didn’t bring a toy to donate, you had to buy your own.
12. Administration (What was most Important?)	Co-hosting this event with the Vermont Society of Engineers has worked very well. The cost of the drinks is split with them to lower the operating cost of this event. Co-hosting also exposes our student and younger members to a broader range of engineers that are not only in the Civil Engineering field.
13. Follow-Up (What was most important?)	Getting the collected toys to the drop off location in a timely manner to make sure that they are ready for distribution. Our donation location and organization have always been arranged ahead of time. Toys for Tots has lots of information on their website: http://www.toysfortots.org/donate/Default.aspx
14. Recommendations (What you should ALWAYS do with this project?)	Make sure that the event space understands what type of event they will be hosting. We have set this up so that we have a small area of the bar (near the fireplace with couches) to mingle. The bar understands that our group will be mingling in that area. We also arrange ahead of time a ticket system. When someone arrives, they are handed a ticket in exchange for the donated toy. The bartender takes those tickets and adds the ordered drink to a running tab to be paid by our treasurer at the end of the night. Making sure that the establishment is ok with this setup is important to avoid any awkward situations or lack of available space.
15. Cautions (What you should NEVER do with this project?)	Drink and Drive.
16. The Outcome	Great evening of inter-organization and inter-age socialization with the added bonus of many toys being donated to a local organization in time for the holidays.
17. Ongoing Activity (Would you do it again?)	DEFINITELY. This has been a very successful event for the last four years that we have been running it.
18. Speaker Contact Information (person from your Region who would be willing to speak about the Best Practice)	Many other members of our Section have also participated and helped host this event. I am submitting this form on behalf of the section.
Name	Jessica Louisos
Address	c/o Milone & MacBroom, Inc. 1 South Main Street, 2 nd Floor Waterbury, Vermont 05403
Phone Number	(802) 578-2016
Email	jessical@miloneandmacbroom.com

19. Additional Comments

This Best Practice includes the following attachments:

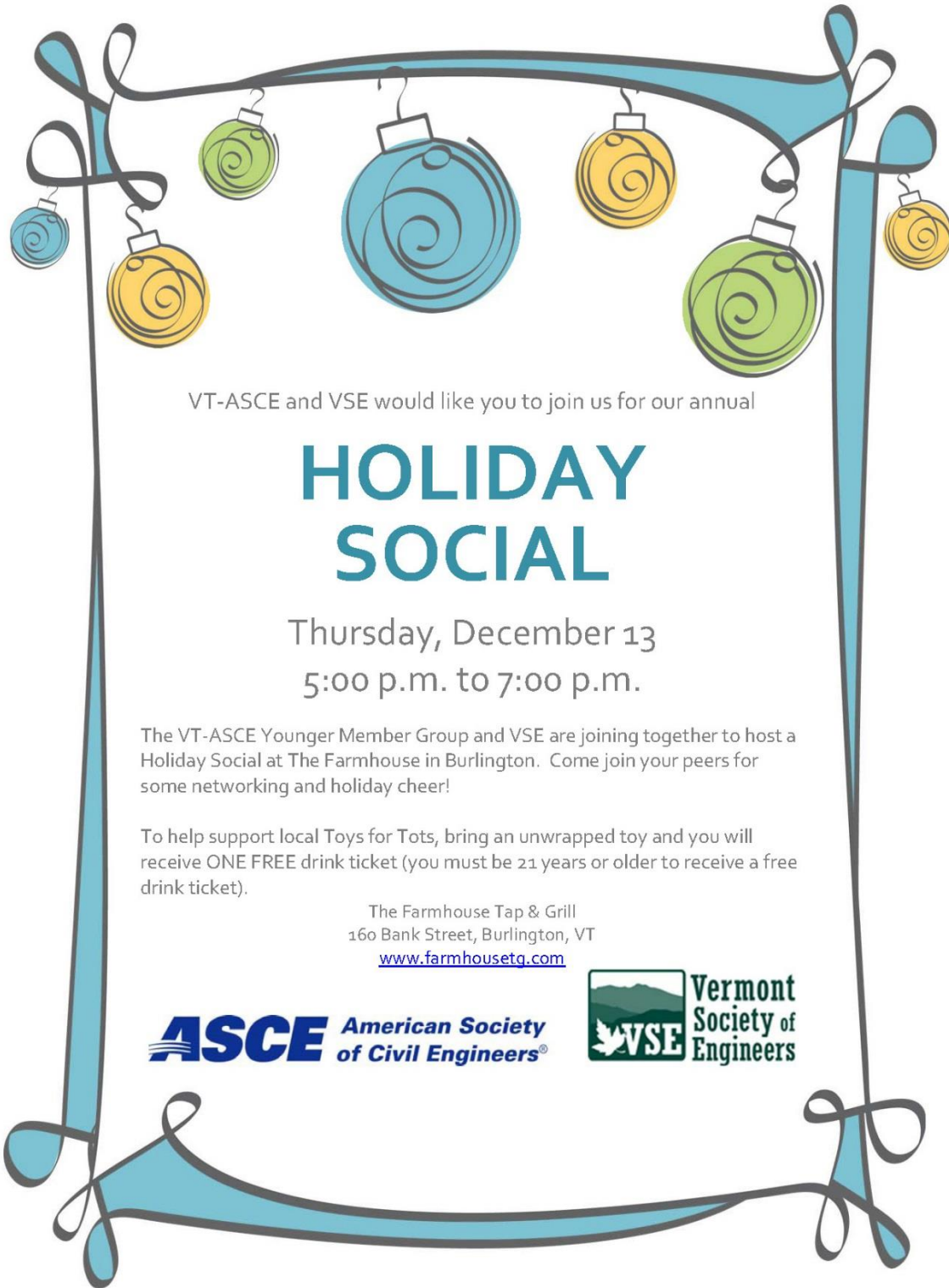
- Photos of the event
- Event flyer



Mingling at the 2013 Holiday Social



Toys collected during the 2013 event and donated to Toys for Tots.



VT-ASCE and VSE would like you to join us for our annual

HOLIDAY SOCIAL

Thursday, December 13
5:00 p.m. to 7:00 p.m.

The VT-ASCE Younger Member Group and VSE are joining together to host a Holiday Social at The Farmhouse in Burlington. Come join your peers for some networking and holiday cheer!

To help support local Toys for Tots, bring an unwrapped toy and you will receive ONE FREE drink ticket (you must be 21 years or older to receive a free drink ticket).

The Farmhouse Tap & Grill
160 Bank Street, Burlington, VT
www.farmhousetg.com

ASCE American Society
of Civil Engineers®



Scholarship Fundraiser Mini-Golf Tournament – Miami-Dade Branch

1. Section, Branch	Florida Section, Miami-Dade Branch
2. Section/Branch Size	Large
3. Project Contact	
Name	Patrick D. Kaimrajh
Phone Number	(305) 338-7451
Email	patrick.kaimrajh@gmail.com
4. Project Category	Public Outreach
5. Project Description	A Scholarship Fundraiser Mini-Golf Tournament event was held at Zoo Miami. Attendees played a round of mini-golf (9 holes) on mini-golf courses that were constructed by the Sponsors and the Branch. Awards and prizes given, and attendees received admission to the Zoo to enjoy after playing golf. The judges, which consisted of a panel of “b” list celebrities, awarded a grand prize to the sponsor who built the best hole.
6. The Process (What you did, When and How)	The process involved breaking down the event into different categories and concurrently working on the items. Securing the venue ahead of time was critical for notifying sponsors and sending sponsorship request letters. The initial preparation started approximately 5 months in advance. Monthly meetings were held up until the event to help coordinate planning efforts. The sub-committees included Sponsorship, Advertisement, Food and Drink, Rules, Supplies, Awards, and Student Coordination.
7. Those in Charge (Committee, Task Committee, Etc.)	Committee
8. Time Frame (When Started, When Completed)	August 2012 – January 2013
9. Success Factors (The Parts that Worked Really Well)	Having the event in a family friendly place (Zoo Miami) was beneficial so attendees could make a day out of it. In addition to being family friendly, it appealed to young professionals, as the caterer was able to bring a keg of refreshments.
10. Setback Factors (The Parts that did Not)	The idea was to have the Sponsors build mini-golf holes. However, we did not necessarily have enough sponsors who were willing to build holes, so the

Work Well)	Committee had to spend a weekend or two building them.
11. Creativity (This is something off the wall that we did)	The overall event is a little “off the wall”.
12. Administration (What was most Important?)	“Day of” logistics was critical to make sure all necessary materials and items were there to carry out the event.
13. Follow-Up (What was most important?)	Following up with sponsors is most important.
14. Recommendations (What you should ALWAYS do with this project?)	Have a committee large enough to have individuals focus on a small part of the event.
15. Cautions (What you should NEVER do with this project?)	Wait too long to start planning.
16. The Outcome	The event was successful and increased funding for the scholarship by 33%.
17. Ongoing Activity (Would you do it again?)	We are considering alternate versions of the same event that require less burden of effort from both the Branch and Sponsors (i.e., not require people to design, build, construct, and transport a mini-golf hole).
18. Speaker Contact Information (person from your Region who would be willing to speak about the Best Practice)	
Name	Patrick Kaimrajh
Address	1129 NW 136 CT, Miami, FL 33182
Phone Number	(305) 338-7451
Email	pkaimrajh@chenmoore.com
19. Additional Comments	This Best Practice includes the following attachment: <ul style="list-style-type: none"> • Photos of the event



Life Member Memoirs – San Diego Section

1. Section, Branch	San Diego Section
2. Section/Branch Size	Very Large
3. Project Contact	
Name	Tim Murphy
Phone Number	(619) 688-1483
Email	tmurphy@rickengineering.com
4. Project Category	Public Outreach
5. Project Description	Compile and publish a collection of Life Member Memoirs
6. The Process (What you did, When and How)	<p>This was a special undertaking as part of the San Diego Section Centennial in 2015. The idea came from David Akers, a Section Life Member. We developed a questionnaire for the Life Members to give them ideas on how to approach writing their memoir. The questionnaire was sent out in the fall of 2013 to all Life Members, giving them 2-3 months to respond. We have about 300 Life Members in the San Diego Section.</p> <p>Not many had responded to our initial request (maybe 5 responded). Being a little disappointed, we sent out another request in the winter of 2014. Again, there was very little response and we were up to about 8 participants.</p> <p>We decided to reach out personally to the Life Members we knew. Dave and I took about 20 members each and started to call them. One suggestion we offered to the Life Members was to have someone meet them and record their interview. We would then transcribe the interview and submit it to them for editing. There were three women from The Younger Member Forum that offered to interview the Life Members. We started this in the spring of 2014.</p> <p>Interviewing and transcribing was convenient for the Life Members, but took much longer to accomplish. Everyone was fitting this in while maintaining their regular work duties.</p> <p>The last half of 2014 was spent interviewing, transcribing, and collecting the last of the memoirs. The original schedule was to have the memoirs published and released in early 2015 for the start of our Centennial Year celebration. We ended up publishing the final document in May of 2015 and distributing/selling copies at our June membership meeting. The total cost to publish the Memoirs was about \$2000 for 100 copies. We gave free copies to</p>

	<p>the Life Members that were included in the Memoirs and to Members who helped publish the document. We are selling the remaining copies for \$25 each to help defray some of the costs. To date, we have given out about 40 copies to those that are in the document or helped prepare it, we have sold about 30 copies, and we are selling the rest at the monthly meetings.</p>
<p>7. Those in Charge (Committee, Task Committee, Etc.)</p>	<p>Dave Akers and Tim Murphy- Life Member Memoirs Committee Co-Chairs</p> <p>Karibia Baillargeon, Elizabeth Schroth-Nichols, and Jennifer Scott- YMF members</p>
<p>8. Time Frame (When Started, When Completed)</p>	<p>Started: fall 2013. Completed: summer 2015</p>
<p>9. Success Factors (The Parts that Worked Really Well)</p>	<p>Having the Younger Members help out with the interviewing and transcribing the memoirs.</p>
<p>10. Setback Factors (The Parts that did Not Work Well)</p>	<p>Getting a good response from the Life Members, in general. Engineers, especially if they are retired, do not seem to want to write about themselves. We ended up with 35 memoirs out of about 300 Life Members. About a third of the memoirs were the result of an interview and transcribing the notes/recordings. Three were written after the members had passed away.</p>
<p>11. Creativity (This is something off the wall that we did)</p>	
<p>12. Administration (What was most Important?)</p>	
<p>13. Follow-Up (What was most important?)</p>	
<p>14. Recommendations (What you should ALWAYS do with this project?)</p>	<p>Have someone that is proficient with a publishing software that can make the document appealing. I happened to have someone in our office that could do this. We gave her credit in the introduction.</p>
<p>15. Cautions (What you should NEVER do with this project?)</p>	
<p>16. The Outcome</p>	
<p>17. Ongoing Activity (Would you do it again?)</p>	<p>Yes, there is a thought to update on a periodic basis to include new Life Members and the ones that we missed on the first publication.</p> <p>It may be easier for Life Members to participate since we now have an example to show them. I believe initially most Life Members didn't participate because they didn't have any notion of what the contents should be about. They didn't know how long it should be, the types of topics, whether or not their personal life should be included, etc. Now that we have something to show them as an example it should help with participation.</p>

18. Speaker Contact Information

(person from your Region who would be willing to speak about the Best Practice)

Name	Tim Murphy, Rick Engineering Company
Address	5620 Friars Road, San Diego, CA 92110
Phone Number	619-688-1483
Email	tmurphy@rickengineering.com

19. Additional Comments

This Best Practice includes the following attachments:

- Invitation to members to participate in the Life Member Memoirs
- Memoir information request form
- Excerpt from 2015 Life Member Memoirs



December 3, 2013

Name
Address
City, State

Subject: ASCE San Diego Centennial Memoir Project

Dear _____

As part of the San Diego Section's 100th anniversary in 2015, the Centennial Committee wants to compile a book of memoirs of our Life Members. We are asking your support in this endeavor. The attached form includes some basic topics that you can address, but feel free to add items and be as short or as long as you wish. The objective is to showcase the human, not the "pi-r-squared" side of civil engineers. Funny stories, learning experiences, sad stories, engineering life stories that illustrate the training and practice of civil engineering are the goal.

Please write down your thoughts and either email to me or mail them to me. My contact information is below.

If you do not have a computer, we can make arrangements for someone to visit with you and transcribe your thoughts. We especially want the Greatest Generation's input on this project.

Thank you in advance for your assistance. If you wish to participate, please respond by February 28, 2014.

If you have any questions, please call.

Respectfully,

David J. Akers, P.E., F. ASCE
Centennial Committee Historian

5841 Amaro Drive
San Diego, CA 92124
858-437-1445
Concrete.aztec@gmail.com

ASCE Member Memoirs

Name:

Membership Grade:

Education:

Professional Registration:

Joined ASCE in _____

Narrative of your engineering career: (Why you chose civil engineering, areas of practice, where you have practiced, significant projects, memorable experiences, the human side of engineering, short summary of your career)

Why should a young person want to become a civil engineer?

If you were mentoring a college student majoring in civil engineering or one who has recently graduated, what advice would you give them?

Professional activities: (Association memberships, leadership positions, significant presentations made or papers written)

Photos: project photos, photos of yourself as a young engineer, photo of yourself today, etc.

Funny stories:

Noteworthy mentors in your career:

Copy of interesting Blueprints:

Hobbies:

AMERICAN SOCIETY OF CIVIL ENGINEERS

A Collection of Life Member Memoirs
2015

SAN DIEGO SECTION CENTENNIAL



Introduction

Welcome to this inaugural issue of the American Society of Civil Engineers, San Diego Section, Life Members Memoirs! We are excited to present this publication as part of the San Diego Section's Centennial Celebration of 2015. The San Diego Section has embarked on a major effort to celebrate our 100th anniversary of Civil Engineering excellence in the greater San Diego area. Over the past 100 years, our members have dramatically influenced the built and natural landscape in San Diego and Imperial Counties. This centennial anniversary will celebrate the historical achievements and public contributions made possible by the many local civil engineers.

A Centennial Committee was formed to plan the special events and produce memorial items to honor the San Diego Section at this historic landmark. We are hosting many special events during 2015 to share our pride with the engineering community – such as the National Engineers Week awards banquet, the Region 9 Infrastructure Symposium, and culminating with the Centennial Awards Gala at the historic Hotel Del Coronado.

A Centennial is a time to look back and review the accomplishments of the Section and remember noteworthy projects in the region. It is also an appropriate time to look back and remember the contributions and achievements made by our Life Members over the past years. A Life Member is an individual who has made a lifetime commitment to ASCE and the civil engineering profession by remaining a member for the full length of their professional career. Life Membership is attained if you have reached the age of 65 years, and have paid dues in any membership grade except Student Member for at least 35 years, and have had 10 years of continuous membership immediately preceding the attainment of Life Member.

To honor our Life Members we are publishing this special collection of memoirs highlighting their contributions to the civil engineering profession in the San Diego Region. This is the first time the San Diego Section has attempted to compile the memoirs of our Life Members. The San Diego Section currently has approximately 300 Life Members.

The memoirs are listed chronologically in order by the year in which they were inducted as a Life Member. The memoirs were prepared three different ways. Some were prepared by the Life Member themselves. Some were dictated and then transcribed. And lastly, some were prepared by others after the Life Member had passed away.

We would like to thank the following that so generously gave of their efforts and support in creating this special collection of memoirs:

Jeniene Knight CENTENNIAL COMMITTEE CHAIR
Steve FitzWilliam ASCE SAN DIEGO SECTION PRESIDENT
Karibia Baillargeon ASCE YMF
Elizabeth Schroth-Nichols ASCE YMF
Jennifer Scott ASCE YMF
Kerri Kress RICK ENGINEERING COMPANY

Our hopes are that this publication will become a "living document" and that it be periodically updated to reflect new Life Members and capture some of the previous members that we weren't able to include with this initial printing.


Dave Akers
PAST-PRESIDENT ASCE SAN DIEGO SECTION


Tim Murphy
PAST-PRESIDENT ASCE SAN DIEGO SECTION

Jacob Dekema

DIST. M.ASCE

EDUCATION

B.S. Civil Engineering,
University of Southern California, 1937

REGISTRATION

Registered Professional Engineer,
California

PROFESSIONAL AFFILIATIONS

American Society of Civil Engineers
(ASCE) – *Life Member; Past President*

American Public Works Association
(APWA) – *Top Ten Leader of the Year, 1972*

San Diego Highway Development
Association (SDHDA) – *Advisory Board*



JACOB DEKEMA

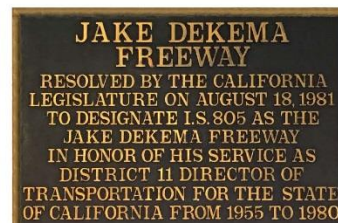
You may have heard the name Jacob Dekema before. If not, take a closer look as you drive around San Diego, in particular Interstate 805, also known as the Jake Dekema Freeway. In many people's opinion, every freeway in San Diego could be called the Jake Dekema Freeway. When asked what it is like to have a freeway named after him, Mr. Jacob Dekema says that it "feels pretty nice". Dekema has certainly left a lasting mark on the freeway systems and infrastructure of this city through his 25 years of service for the State of California Department of Transportation.

Dekema was born on the eastern side of the island of Java, Indonesia, and spent much of his childhood moving – from Indonesia to San Francisco, Holland, Vancouver, and finally to Los Angeles. He attended Los Angeles High School and, following his graduation in 1933, enrolled in the University of Southern California (USC) where he received his Bachelor of Science degree in Engineering in 1937, graduating with top honors. He worked a summer job at District 6, building a highway from Fresno to Yosemite. In 1938 he went to work for the State Division of Highways District 7 in Los Angeles, and after the Los Angeles flood in the spring of 1938 went to work as a bridge engineer in Sacramento.

During WWII, Dekema served in the Navy as an instructor in the Atlantic Fleet Training Command, travelling up and down the East Coast. After the war, Dekema returned to Los Angeles to work in the Bridge Department in construction. He worked on the Ford Avenue Bridge at Terminal Island and when he passed the Senior Highway Engineer exam in 1948, he went to work in District 9 (Bishop) as the District Construction Engineer. As he was highly sought after, in 1951 Dekema moved back to Sacramento to work as an Assistant Construction Engineer and then to San Bernardino for three years.

Dekema was the District Engineer and later the District Director of Transportation for the State of California in charge of developing the California Freeway and Expressway System in San Diego, Imperial, and east Riverside Counties (District 11) from 1955 to 1980. During this period, Dekema

administered the planning, development, and construction of 485 miles of this system with minimal public controversy. Few can now recall what the State Highway System in San Diego County was like when Dekema took charge of District 11. Only 25 miles of freeway existed – Route 395 in Balboa Park (now State Route 163) and a couple of sections on Route 101 in Chula Vista and Oceanside. No other person has done so much to change the face of San Diego in such a time span. On February 20, 1982, the 29-mile stretch of Interstate 805 was officially named the Jake Dekema Freeway to honor the man who spent a quarter-century heading the San Diego District and is known locally as "Mr. Freeway."



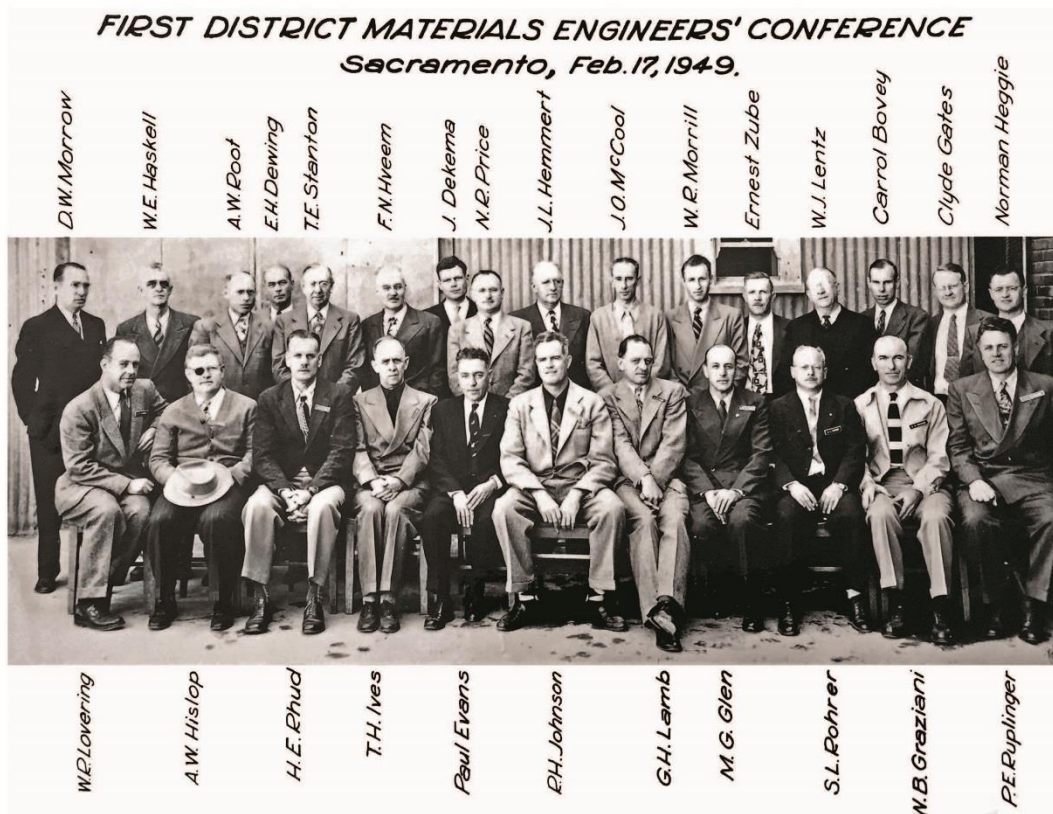
Jacob Dekema

Dekema began his involvement with ASCE as a student at USC, went on to become president of the San Diego Section, and is now a Distinguished Member. His advice for young engineers is to move around to gain experience. Working in many different districts gave him various opportunities to learn new skills and make new connections. Dekema also suggested that if you plan to live a long time, you should start saving money early.

Being known to his friends and colleagues as "Shuffle Foot Jake", Dekema was never very good at sports. While he enjoyed body surfing and playing tennis in his younger years, his favorite pastime has always been spending time with his wife, son, and daughter, and traveling around the world.

His expertise in transportation matters led him to write many articles on the subject, including a paper titled "The Ecology of Transportation", written in 1972,

which articulated his knowledge of the changing attitude toward the needed balance between transportation and the environment. He has received many honors, including: keys to the Cities of San Diego and National City in 1964, one of the American Public Works Association's "Top Ten Public Works Men of the Year" in 1972, and Distinguished Civil Engineering Alumni Award from USC in 1973.



1987

Keith E. Plank

P.E., M.ASCE

REGISTRATION

Registered Professional Engineer,
California

PROFESSIONAL AFFILIATIONS

American Society of Civil Engineers
(ASCE) – *Life Member*

My husband, Keith E. Plank, was a licensed engineer and also a licensed architect (Keith passed away in January of 2013). Keith's Mother told me that when he was a little boy he would take his toys apart to see how they worked and 'usually' got them back together, but not always. In his college years, he had an ultralight airplane with a friend before he had a car. They stored the plane in a farmer's barn and took a bus to get there and to return home. His friend became a Pan Am captain.

Keith was a competitive racing sailor and played tennis into his 70's. His projects and accomplishments were with airport planning. He worked on O'Hare airport, LAX, Denver, and in Greece, New Zealand and Saudi Arabia.

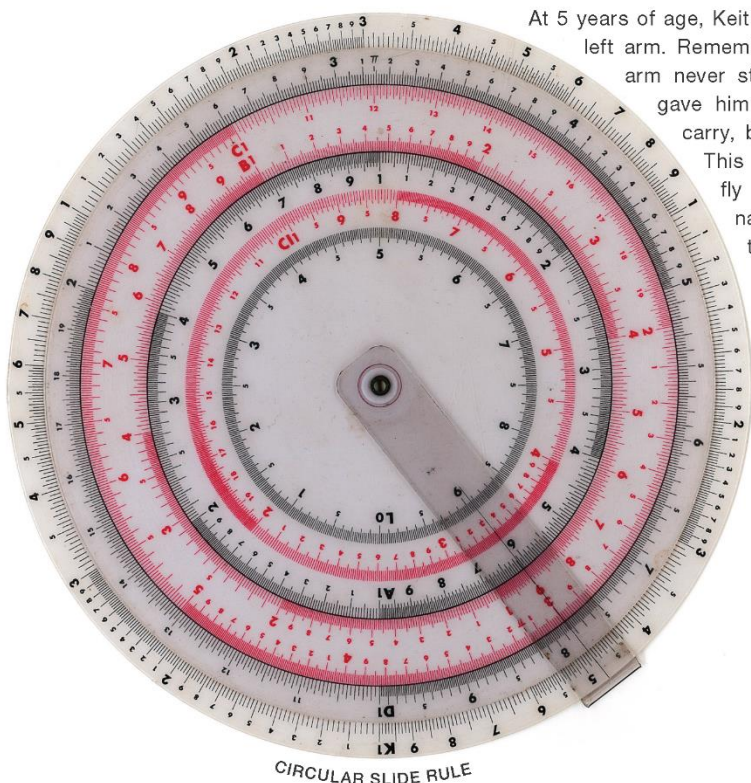
I am enclosing a 'rule' (circular slide rule) with instructions for multiplications, division, finding square or square roots, proportions, and logarithms. It belongs in a museum as a reminder of the complications and challenges of The Past to how simply these things are done with computers today! It is yours to keep.

At 5 years of age, Keith fell out of a tree and broke his left arm. Remember, that was 86 years ago. His arm never straightened although the doctor gave him a bucket filled with stones to carry, believing it would straighten out! This handicap disqualified him to fly in WWII so he taught celestial navigation. Surprisingly, it is still taught as a protection should the electronic systems fail.

I'm certain your 100th Anniversary event will be a great success.

Best Wishes,

Marianne V. Plank



1988

**Myron E.
“Mike”
Nosanov**
P.E., L.S., F.ASCE

EDUCATION

B.S. Civil Engineering,
University of Southern California

REGISTRATION

Registered Professional Engineer,
California; Alabama; Arizona;
Colorado; Massachusetts;
Maryland; Nevada; Washington

Registered

Who's Who in Engineering

PROFESSIONAL AFFILIATIONS

American Society of Civil Engineers
(ASCE) – *Life Member & Fellow*

American Academy of
Environmental Engineers &
Scientists (AAEES)
– *Diplomat*

San Diego County Air Pollution
Control District Hearing Board
– *Member & Vice Chair, 1995-2000*

American Public Works Association
(APWA) – *Member*

One of my most memorable projects was the Landfill Gas Migration Control for the University of Massachusetts, Columbia Point Campus in Boston. The campus was under construction in 1970 when it was discovered that the entire site was underlain by a former municipal landfill, dating back to the early 1900's. The campus includes a peripheral road, an underground utilities building, which provides heat and air conditioning, and four major structures, including one that is 94-feet high.

The need and opportunity for my participation occurred shortly after a three-year study that dealt with international underground pollution parameters. After meeting with the Commonwealth of Massachusetts and University's agencies, the project management consultant and representatives of the five architectural/engineering teams, my employer was selected as the consultant and I made project manager. For this project, I traveled to Boston more than 20 times.

My duties on the project included directing in-situ investigations and landfill gas testing, criteria development, engineered details, construction safety, and technical observation. As work proceeded, an old coke production plant was discovered and an extensive piling relocation was required. The landfill gas migration control hardware included liner, landfill gas piping, an infra-red sensor and relay system which activated electrically operated valves and blowers, permanent monitoring facilities and an operations and maintenance manual. The hardware was integrated into the otherwise normal construction. The facility has been safely occupied since 1974. The same details, were used for construction of the Kennedy Memorial building on the edge of the same property.



UNIVERSITY OF MASSACHUSETTS, COLUMBIA POINT CAMPUS, BOSTON

11

Infrastructure Economics – Wisconsin Section

1. Section, Branch	Wisconsin Section
2. Section/Branch Size	Large
3. Project Contact	
Name	Carl Sutter, P.E., M. ASCE
Phone Number	(920) 751-4200
Email	csutter@mcmgrp.com
4. Project Category	Public Outreach
5. Project Description	The Wisconsin Section teamed with the Wisconsin League of Women Voters to make presentations to the public about how more infrastructure investment is needed and the positive economic impacts of infrastructure investment.
6. The Process (What you did, When and How)	The Wisconsin Section provided speakers that would present the Report Card on America's Infrastructure along with the Report Card on Wisconsin Infrastructure. The League of Women Voters would provide a local economics professor who would present why infrastructure investment is good for the community. We would end each presentation with a question and answer session. The typical schedule was 45 minutes for each speaker with 30 minutes for question and answer. In most instances, the questions ran beyond the allotted time.
7. Those in Charge (Committee, Task Committee, Etc.)	<p>This project started as an idea from the League of Women Voters Infrastructure Committee. They came up with the idea to combine engineering expertise and economics expertise to present to the voters. One of the committee members was a member of ASCE, which led to the initial contact.</p> <p>From the Wisconsin Section side, the Section Board offered their full support in the form of speakers and advertising.</p>
8. Time Frame (When Started, When Completed)	We started presenting these in 2014. There have been five presentations in various areas of the state. As far as we're concerned, this project is not completed. When the 2017 Report Card on America's Infrastructure is released, we will present another series of events.
9. Success Factors (The Parts that Worked Really Well)	The Infrastructure Report Card presentation was very well received. In most instances, there were many questions after the presentation concerning infrastructure condition and what it takes to maintain or improve our infrastructure.
10. Setback Factors (The Parts that did Not Work Well)	The questions tended to get political in a hurry. A common question was who or which party they should vote for to obtain infrastructure improvement. I think much of that was due to the LWV being so engaged politically. Since ASCE does not endorse candidates or any political party, we had to be careful

	how we answered that question.
11. Creativity (This is something off the wall that we did)	At several of the presentations, I brought along an old wood water main pipe for “show and tell”. Most audience members were shocked when I told them this type of pipe had been supplying water to a Wisconsin city until nearly 1960.
12. Administration (What was most Important?)	Most of the administration was provided by LWV. They coordinated venues and the economics speakers.
13. Follow-Up (What was most important?)	After each presentation, we would review what went well and what didn’t at the presentations. In most instances, the presentations were well received (both the infrastructure and the economics portions). However, we did encounter some attendees with an ax to grind over some local project. In addition, LWV taped the presentations and they are available for viewing on their web site.
14. Recommendations (What you should ALWAYS do with this project?)	Make the presentation pertinent at the local level and offer some of the funding solutions that are provided in the Report Card.
15. Cautions (What you should NEVER do with this project?)	We should never introduce any political side to the discussion. Even the LWV didn’t endorse candidates, they just wanted to inform the electorate.
16. The Outcome	This was very successful. To date, we have done these five times and all were well received with good attendance. The Wisconsin LWV wants to take this to their national level and I would encourage that ASCE support this type of activity around the country.
17. Ongoing Activity (Would you do it again?)	Yes.
18. Speaker Contact Information (person from your Region who would be willing to speak about the Best Practice)	
Name	
Address	
Phone Number	
Email	
19. Additional Comments	

Holiday Family Sponsorship – Fresno Branch

1. Section, Branch	San Francisco Section, Fresno Branch
2. Section/Branch Size	Small
3. Project Contact	
Name	Alexander Jones, EIT
Phone Number	(559) 676-1381
Email	community@fresnoymf.org
4. Project Category	Public Outreach
5. Project Description	For the last four years, the Fresno YMF has volunteered with the Fresno Evangel Home, a nonprofit organization and crisis shelter for women and children. Fresno YMF participates in the Holiday Family sponsorship program to collect and deliver gifts to one or two families in the home.
6. The Process (What you did, When and How)	<p>During the holidays, the Evangel home asks its residing families to create a wish list of items they need or would like to receive as gifts. In early November, the Fresno YMF signs up to participate in the Family Sponsorship program and in late November receives the chosen families with their wish lists.</p> <p>Once the wish lists are received, an email is sent to our members via Constant Contact asking if they would like to participate by purchasing one of the items from the wish lists. Additionally, social media such as Facebook, Instagram, and our local website are used to advertise participation. Those participating are then responsible for purchasing, wrapping and delivering the item to our Outreach Chair. A deadline to receive all of the gifts is usually set as the second or third week of December. During this time, the Outreach Chair arranges a date, up to one week prior to Christmas Day, with the Evangel Home to deliver the gifts and meet the family. The visit is usually limited to those individuals that have purchased a gift. On our visit to deliver the gifts, the members have the opportunity to get to know the mothers and children on a more personal level. The Fresno YMF has been able to enjoy opening gifts with multiple families, learned of personal accomplishments from many of the mothers, and interacted with children ranging from 2 years of age to seventeen.</p>
7. Those in Charge (Committee, Task Committee, Etc.)	Our Outreach Chair is in charge of communication between the Evangel Home and YMF members. The chair is also responsible for assigning gifts to each member participating.
8. Time Frame (When Started, When)	The timeline of this project is as follows:

Completed)	<ul style="list-style-type: none"> • Early November: Outreach Chair receives email from the Evangel Home to be a sponsor. • Mid November: Outreach Chair receives the wish lists and notifies YMF members to participate in the program. • Early December: The majority of the gifts should be collected at least one week before the delivery date • Mid December: Gifts are delivered to the Evangel Home.
9. Success Factors (The Parts that Worked Really Well)	Many elements of this project have worked well for us: <ul style="list-style-type: none"> • Partnering with an organization that focuses on helping those in need and that can facilitate the creation of the wish lists. • Assignment of a specific gift to each YMF member participating to avoid any confusion of who is responsible for each gift or any duplication of the gifts. • Allowing at least one week between the deadline of when members need to deliver the gift to the Outreach Chair and the distribution date to the Evangel Home.
10. Setback Factors (The Parts that did Not Work Well)	Adding additional families to sponsor, after the initial ones have been assigned, can increase strain on members participating.
11. Creativity (This is something off the wall that we did)	
12. Administration (What was most Important?)	Tracking the status of each gift such as: <ul style="list-style-type: none"> • Which gifts have been assigned and delivered • Which have been assigned • Which have yet to be assigned <p>A spread sheet was developed (attached) to aid in this process.</p>
13. Follow-Up (What was most important?)	Communication with the Evangel home and YMF members is key to ensure all gifts are assigned and deadlines are set to deliver prior to Christmas.
14. Recommendations (What you should ALWAYS do with this project?)	When working on a venture such as this, the group should observe the following recommendations: <ul style="list-style-type: none"> • Collaborate with an organization that aids those in need and that can facilitate the creation of the wish lists.

	<ul style="list-style-type: none"> • From the beginning, decide on the size of family or number of gifts that your group can commit to. • Assign gifts to members • Set the deadline for members to turn in gifts to the Outreach Chair at least one week before presents will be delivered to the Evangel Home.
15. Cautions (What you should NEVER do with this project?)	Do not publish the wish list to members. This may cause issues with multiple members wanting to purchase the same gift or provide gifts to a specific child while others are neglected.
16. The Outcome	Every year we have been able to provide a little holiday cheer to the families that we have sponsored. This program is a great way to bring our members together to help a family in need.
17. Ongoing Activity (Would you do it again?)	Absolutely, we would like to continue participating in this program every year.
18. Speaker Contact Information (person from your Region who would be willing to speak about the Best Practice)	
Name	Alexander G. Jones
Address	286 West Cromwell Ave Fresno Ca, 93720
Phone Number	(559) 676-1381
Email	ajones@ppeng.com
19. Additional Comments	<p>This Best Practice includes the following attachments:</p> <ul style="list-style-type: none"> • Family Sponsors Program Template

2016 Christmas Sponsor Program thru Evangel Homes

Family 1 ✓

Reserved	Received	Giver	(Mom Name) Wish List	(Age:)	Sex:	Cost
			Gift	Color	Size	Brand Name/Other info
<u>Total</u>						0

Reserved	Received	Giver	(Child Name) Wish List	(Age:)	Sex:	Cost
			Gift	Color	Size	Brand Name/Other info
<u>Total</u>						0

Family 2

Reserved	Received	Giver	(Child Name) Wish List	(Age:)	Sex:	Cost
			Gift	Color	Size	Brand Name/Other info
<u>Total</u>						0

Reserved	Received	Giver	Child 1's Wish List	(Age:)	Sex:	Cost
			Gift	Color	Size	Brand Name/Other info
<u>Total</u>						0

Delivery date 12/X/16@ XPM @ Address Total \$ -

Contact person: Name, Title. Contact #:

Deadline: December XX, 20XX

Total Gifts: 0
 Assigned 0
 Reserved 0
 Received 0
Reserved Remaining 0
Recieved Remaining 0

Central Ohio STEM Expo – Region 3

1. Date	February 25, 2017 (4th Annual / Typically held the Saturday of E-Week)
2. Region	Region 3
3. Project Contact	
Name	Patrick Karnes, P.E. Michael Romanello, P.E.
Phone Number	614-835-0460 614-793-2226
Email	patrick.karnes@strand.com mromanello@smeinc.com
4. Project Category	Public Outreach
5. Project Description	<p>Central Ohio STEM Expo - Companies and interested partners in the central Ohio area were solicited to develop and present STEM- related activities during the expo to students in kindergarten through eighth grade. Participating organizations (activity sponsors) have included representatives from the tech industry, engineering consulting firms, professional societies, manufacturers, educational programs, and university departments. ASCE coordinated the exhibits by companies the day of the event. Primary goal was to expose students to the STEM related fields and hopefully spark an interest in the fields. Event was free to attend for students and parents.</p>
6. The Process (What you did, When and How)	<p>First task was securing the space for the event. We have tried a couple of different options, but currently have found a large open space in a school gym has provided the best balance of exhibit space, accessibility, and parking. We try to have this secured three to four months prior to the expo.</p> <p>Next we reach out to potential activity sponsors and determine if they are interested, what activity they want to present, space requirements, and contact person. This is typically done about three months prior to the expo. Many organizations have enjoyed volunteering and have returned year after year. Engineering consulting firms may see this as a public relations opportunity, and are encouraged to bring marketing backdrops (which often feature exciting engineering projects). For-profit educational programs like to use the event as a marketing opportunity. Other organizations may be fulfilling an educational outreach requirement.</p> <p>We also solicit monetary donations from corporate sponsors to keep the event free for the students. We developed sponsorship tiers and set goals for the amount of money we need to offset costs. Cost is primarily based on venue costs, supplies, and goody bags for the kids. This is also started about three months prior to the expo. Costs for the 1st and 2nd STEM Expo were partially offset by applying for and receiving an ASCE State Public Affairs Grant. We also received a “Dream Big” grant in the 4th year.</p> <p>We have developed a registration form through the Google Forms platform.</p>

	<p>This automates the registration process. Registration is not necessary, but helps us track numbers and plan for refreshments. This is done about 2.5 months prior to the expo.</p> <p>Next we reach out to potential student attendees. This is done through a flyer submitted to school principals which is then (hopefully) distributed by the school. We encourage the principals to pass along the information to the science and math teachers, who can then distribute the information to parents. You need to develop a list of school principals, which we have done by web research. We explain the expo and include a flyer in the email to principals. This is typically done about two months prior to the expo. Additionally, the flyer is emailed to STEM professionals through email distribution via local professional organization chapters.</p> <p>In the last two months it is primarily coordinating activity sponsors, attendees, and volunteers. Setup is the night before the expo. Our expo is typically 9 AM to 1 PM on Saturday of E-Week</p>
<p>7. Those in Charge (Committee, Task Committee, Etc.)</p>	<p>There is a committee chair which is typically someone who has been involved previously. We have also established a co-chair position so that when the chair is ready to move on there is someone with institutional knowledge ready to jump in and assist. Individual tasks are then divided among the team based on expertise and availability. Committee has historically been 7 to 10 members. The committee is mostly comprised of ASCE Younger Members, with participation from some Central Ohio Section board members or past presidents.</p>
<p>8. Time Frame (When Started, When Completed)</p>	<p>Begin planning in October and expo is the last Saturday of February (during E-week).</p>
<p>9. Success Factors (The Parts that Worked Really Well)</p>	<p>Online registration has been a huge help as well as using online registration the day of the expo (students don't have to pre-register). This also generates a contact list to promote the next year's event.</p> <p>School gyms have proven the best venue and typically are pretty easy with which to coordinate. Having enough space for the activities to occur is a key to successful expos. Having a large open space is helpful as large groups often congregate around the activities.</p> <p>Advertisement through the schools works well when the school participates. We can usually tell which schools support the expo by the number of registrants from that school (school name is a required field). Social media was much less effective.</p> <p>Corporate sponsorships (be sure to recognize them at the expo and in all advertising)</p> <p>We developed a webpage which is part of the Section's website. This is another great way to recognize sponsors and distribute information to the students.</p>
<p>10. Setback Factors (The Parts that did Not Work Well)</p>	<p>We had too many activities in a smaller space last year and it led to some negative feedback from participants.</p> <p>Make sure there is ample parking. If you have 500 students, expect better than 250 cars which need to park. Typically, high school gyms have this, but</p>

	<p>maybe not elementary school gyms.</p> <p>Presentation type activities. One year we had a presentation come that was roughly 30 minutes. The students were coming in and out during the presentation which made it difficult for the presenter. Additionally, the kids were used to activities that they could go to the table and touch and interact versus a presentation where they were asked to sit and listen which was not an easy switch in style for the students.</p> <p>Our social media campaign could have been stronger along with promoting it during the event through hashtags, etc. Students in these age ranges are less likely to be on social media than the high school students.</p>
<p>11. Creativity (This is something off the wall that we did)</p>	<p>While not ‘off the wall,’ we have typically included a special presentation or tour as part of the event. Our first two years the location was near the Ohio States Center for Automotive Research, and we were able to have the OSU students lead a tour through the facility. Presentations, separate from the main exhibit hall, have been given by a local meteorologist and entomologist. In 2017, the STEM Expo was held at the Center of Science and Industry (COSI) and discount tickets to ASCE’s Dream Big movie were made available for participants.</p>
<p>12. Administration (What was most Important?)</p>	<p>Coordination with activity sponsors. This is a big task to get them all prepared to present and coordinate setup and teardown. Start this coordination early because there will always be things that come up. We have typically developed an information packet for activity sponsors so they are fully informed on areas such as parking, setup, number of expected students, etc.</p>
<p>13. Follow-Up (What was most important?)</p>	<p>We solicited feedback (written) from attendees on the way out one year which really helped refine the program. Something that we need to consider again.</p>
<p>14. Recommendations (What you should ALWAYS do with this project?)</p>	<p>Include a committee in the decision-making process and to share the workload. If it is just one person doing all the coordination and development of the expo, it can become a fulltime job in the last week leading up to the expo. Also, coordinate with activity sponsors sooner than later.</p>
<p>15. Cautions (What you should NEVER do with this project?)</p>	<p>Charge for attendance. It adds a hurdle to students and adds another layer of coordination that is not necessary. It would also likely impact attendance. Look at the expo as a service to the community, not a fundraiser.</p>
<p>16. The Outcome</p>	<p>Very positive. It has grown annually to now more than 500 students from under 200 students just four years ago.</p>
<p>17. Ongoing Activity (Would you do it again?)</p>	<p>Yes</p>
<p>18. Speaker Contact Information (person from your Region who would be willing to speak about the Best Practice)</p>	
<p>Name</p>	<p>Patrick Karnes, P.E., ENV SP</p>

Address	4433 Professional Parkway, Columbus, OH 43125
Phone Number	614-835-0460
Email	patrick.karnes@strand.com
19. Additional Comments	<ul style="list-style-type: none">• Photos• Request for Activity Sponsors Flyer• Event Flyer• List of Activities and Exhibits



2017 CENTRAL OHIO STEM EXPO SATURDAY,
FEBRUARY 25, 2017
10 AM TO 2 PM
CENTER OF SCIENCE AND INDUSTRY (COSI)
333 WEST BROAD STREET COLUMBUS,
OHIO 43215

The Central Ohio Section of the American Society of Civil Engineers (ASCE) is pleased to announce the 4th Annual Central Ohio STEM Expo which will be held on Saturday, February 25, 2017 from 10 AM to 2 PM (setup will be from 8 AM to 10 AM Saturday morning). The STEM Expo will be held at the Center of Science and Industry (COSI) in Columbus. The goal of the STEM Expo is to expose students in Kindergarten through 8th grade to the world of Science, Technology, Engineering, and Math (STEM) through fun and interactive activities.

We are seeking local STEM professionals, educators, and organizations to serve as activity sponsors or exhibitors. Sponsoring an activity is easy and a great way to get involved in this educational outreach event. Activity sponsor responsibilities include:

- Developing a fun, interactive STEM related activity;
- Obtaining funding through your employer for the activity materials, if necessary; and,
- Facilitating the activity at the STEM Expo event (typically 2 to 3 people needed).

Expo information can be found at http://centralohioasce.org/2017_STEM_Expo. An information packet will be emailed to all activity sponsors prior to the event.

Additionally, COSI has invited activity sponsors to present their activities at the COSI Family Friday Night event to be held from 5 PM to 9 PM on February 24, 2017. Activity sponsors would setup their activities Friday and would be able to leave them setup through the end of the STEM Expo on Saturday. This is an optional, additional opportunity to interact with the youth of the area beyond the STEM Expo.

Contact STEM-expo@centralohioasce.com to RSVP as an activity sponsor, volunteer, or submit questions.



COSI
FEBRUARY 25, 2017
10 AM—2 PM

ACTIVITIES & EXHIBITS

- Trebuchet Mechanics MS consultants
- Fun with Water..... Ohio University ASCE Student Chapter
- Penny Boat Challenge..... E.L. Robinson Engineering
- Machines –Tear-down and Reassemble Shocking Discoveries
- Edible Car Races Honda
- K’Nex Bridge..... Association of Bridge Construction and Design
- Drinking Straw Pressure Drop American Society of Heating, Refrigeration, and Air Conditioning Eng.
- LEGO Construction Team American Society of Heating, Refrigeration, and Air Conditioning Eng.
- Endo. and Exo. Reactions American Society of Heating, Refrigeration, and Air Conditioning Eng.
- Hot Concrete, Cool Science OSU Department of Civil, Environmental, and Geodetic Engineering
- Quicksand Swallowed My House OSU Department of Civil, Environmental, and Geodetic Engineering
- Sand Columns..... Society of Women Engineers
- Basic Life Support and Heart Beat Simulator Chalmers P. Wylie Ambulatory Care Center (Columbus VA)
- Robot Petting Zoo OSU K12 Engineering Outreach Program
- Storm water Snow GlobesStone Environmental Engineering & Science
- Building Challenges..... OHM Advisors
- Binary Bracelets..... Classroom Antics Tech Camps
- Battery vs. Fuel Cell RaceOhio Fuel Cell Coalition/Stark State College
- Dixie Cup Columns..... HR Gray
- Drone Pilot SimulatorAerial Image Solutions
- Earthquake Shake Table/Jenga Tower..... Elford
- LEGO Power Tower Paul J. Ford and Company

FOR MORE EXCITING STEM ACTIVITIES YOU CAN DO AT HOME VISIT

DiscoverE.org/our-activities

SPECIAL THANKS TO





COSI
FEBRUARY 25, 2017
10 AM – 2 PM

Block Kids.....	National Association of Women in Construction
Life Size Math Puzzles	Math Plus Academy
MOOV Kit Construction	Oh, Know! The Knowing Place
Designing a Futuristic City.....	Future City Competition-Ohio Region Build Like an Engineer.....
	STEM is Elementary
Digital Logic and Electromagnetism	Dynamix Engineering
Gumdrop and Toothpick Bridge	WSP Parsons Brinckerhoff
LEGO BattleBot	Robot Academy’s Lego Robot and Invention Camps
Marshmallow Catapults.....	Carpenter Marty Transportation
Balancing Robots	Carpenter Marty Transportation
Build Your Own Terrarium	Women’s Transportation Seminar VEX Robotics Competition
	Columbus City Schools Career and Technical Education Foam Gliders
	Career Eagle Aviation Initiative
Absorbing Rocks	Ohio Oil and Gas Energy Education Program
Oil Spill Clean Up	Columbus Zoo and Aquarium
Water Robots	DLS Education and STEM Services
3D Prototyping	SIMPLR STEAM Playground
Marshmallow and Spaghetti Towers	Verizon Wireless
Revealing Runoff.....	Franklin Soil and



Water

Building a Variety of Structures..... Ohio Technology and Engineering Educators Association

Engineering Change Engineers Without Borders Central Ohio Professional Chapter
Science Friction

.....DLZ

FOR MORE EXCITING STEM ACTIVITIES, YOU CAN DO AT HOME VISIT

DiscoverE.org/our-activities

**SPECIAL THANKS TO
PRESENTED BY**

ASCE-OC State of Sustainability 2017 Report

1. Section, Branch	ASCE-OC
2. Section/Branch Size	
3. Project Contact	
Name	Salem Afeworki, LEED GA, ENV SP
Phone Number	510-701-7056
Email	safeworki@valuesustainability.com
4. Project Category	Public Outreach
5. Project Description	<p>ASCE-OC Sustainability Committee’s State of Sustainability 2017 Report provides a comprehensive picture of how sustainability is being approached by a wide range of organizations and agencies in Orange County.</p> <p>The survey was comprehensive: 17 individuals gave in-depth answers through an online survey during February and March 2017. The engineering, architecture and other professional respondents work in a range of fields, including transportation, energy, water, environment and education. They work for major architecture, engineering and construction (AEC) firms, small businesses, universities, non-profits, and many others.</p>
6. The Process (What you did, When and How)	<p>First, we developed the initial survey questions, and shared with the whole sustainability committee for comments or feedback. Then we made a list of professionals we would like to send the survey questions to. We set the timeframe and decided which platform to use (we used to google forms). Then we sent out questions to already identified respondents and ask committee members to forward it to their colleagues, friends etc. And finally, we conducted data analysis, summarized findings using chart/graphics and developed the report.</p>
7. Those in Charge (Committee, Task Committee, Etc.)	<p>Members of ASCE-OC Sustainability Committee were in charge of the project 100% - from design to full report development.</p>
8. Time Frame (When Started, When Completed)	<p>The project started on Feb 2017, when survey questions were sent out and the final report was ready for publication by the end of 2017. We could have finished the project in 5-6 months but due to our day jobs and family commitments –we were not able to publish it as ASCE-OC’s Newsletter until the last week of December 2017.</p>

	http://www.asceoc.org/newsletter/article/the_state_of_sustainability_in_orange_county_december_2017
9. Success Factors (The Parts that Worked Really Well)	We used to google forms to conduct the survey (free of charge) and the results were in a format (excel) that allowed us to process and analyze the results easily.
10. Setback Factors (The Parts that did Not Work Well)	Some of the questions were too broad – as a result, some of our respondents left it blank as it didn’t apply to their work. Because it was the first time doing such a survey – we had a lot of general questions to have baseline information. Next time around, we should be able to develop more tailored and fit for purpose questions that dive into details.
11. Creativity (This is something off the wall that we did)	Almost all the sustainability committee members made sure that they completed the survey and forwarded the survey questions to their colleagues and counterparts. We also got 2 sustainability practitioners (non-engineers, MBAs) in OC that have over 30 years of experience in the field – provide input to our final report as editors and high-level contributors.
12. Administration (What was most Important?)	Coordinating with our respondents to get their survey answers on timely manner.
13. Follow-Up (What was most important?)	Making sure that the main author of the paper gets adequate feedback while developing the report – rather than waiting until the end to do so.
14. Recommendations (What you should ALWAYS do with this project?)	Design the questions very well that are tailored to local realities; assign responsibilities early in the project & make team members accountable; and get external feedback (outside the sustainability committee members).
15. Cautions (What you should NEVER do with this project?)	Stick to close ended questions (multiple choices) with max 1-2 open ended questions. Avoid providing many open-ended questions – as processing the data received is very labor/time intensive.
16. The Outcome	A report on the State of Sustainability 2017 – Orange County
17. Ongoing Activity (Would you do it again?)	Yes!
18. Speaker Contact Information (person from your Region who would be willing to speak about the Best Practice)	
Name	Salem Afeworki, LEED GA, ENV SP, Aff. ASCE
Address	421 Bernard Street, Suite 123, Costa Mesa CA 92627

Phone Number	510.701.7056
Email	safeworki@valuesustainability.com
19. Additional Comments	Full report attached



The State of Sustainability 2017

Orange County

ACKNOWLEDGEMENTS

Principal Researcher: **Salem Afeworki, LEED GA, ENV SP, Aff. ASCE**

Editor: **ASCE-OC Sustainability Committee members**

We are grateful to the 17 professionals living or working in Orange County (OC) who took the time to share their experiences, insights and outlooks in this survey. My thanks and appreciation also go to ASCE Sustainability Committee members for assistance in scoping the project, as well as other professionals who contributed their time and talents. A special acknowledgement goes out to those individuals in OC who helped refine the survey instrument and thereby contributed valuable insights into this effort: William Borges and John Irvine.

ABOUT VALUE SUSTAINABILITY

Value Sustainability is a southern California based SBE/DBE firm that offers high quality and cost-effective strategic consulting services to agencies and private sector clients. The firm specializes in providing advisory services in sustainable design, planning, reporting, climate change management, and community engagement. We take a pride in being passionate sustainability practitioners with diverse backgrounds, disciplines and outlooks. Our main objective is to help clients identify opportunities and synergies to develop and implement robust solutions thereby making sustainability an essential tool for unlocking business value. We are green change agents integrating sustainability, systems thinking and responsible transformational leadership into daily business practices. For more information on who we are and what we do please visit: www.valuesustainability.com

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Chapter 7: Looking Outward and Forward

Chapter 8: Conclusion and Recommendation



Welcome to American Society of Civil Engineers (ASCE-OC) Sustainability Committee's State of Sustainability 2017 Report - a comprehensive picture of how sustainability is being approached by a wide range of organizations, firms and agencies in Orange County.

In this report we asked the OC community about:

- **The significance of sustainability.** What does it mean for different organizations? How seriously is it taken at the highest levels of management? Who, ultimately, takes responsibility?
- **The organization of sustainability operations.** Does silo thinking about sustainability still prevail, or is sustainability becoming embedded throughout the organization? Is sustainability still largely a marketing effort – providing information, training and monitoring – or a frontline role, with direct bottom line benefits to the organization? What place does sustainability have in agenda setting?
- **Sustainability budget and returns.** What resources do organizations dedicate to sustainability? What are the identifiable returns-on-investment (ROI) and how are they measured?
- **Future prospects.** How will sustainability evolve in the year ahead, and what will the situation be in five years' time?

Our respondents told us that the great majority of firms and agencies are now convinced of sustainability's value. The sustainability discipline has started to slowly escape from its silo and is becoming a vital aspect of strategic planning, engineering, construction and even operations and maintenance. This is especially true for public agencies that have the greatest reputational and operational risks as they build and operate long-lived infrastructure. In addition, the regulatory requirements in the State of California are forcing agencies and businesses to develop a strategy to minimize their greenhouse gas (GHG) emissions, promote healthy living, create green jobs, and contribute positively to socio-economic qualities of life.

Although sustainability is becoming a key strategic issue for public sector and private consulting firms, our respondents reported that there is considerably more work ahead to leverage its potential. This is no surprise. Huge changes are needed to current, conventional business practices and models. Further, they cannot be implemented overnight. In this context, the *State of Sustainability 2017, Orange County* report is a baseline study, a starting point for further work.

Rainbow House Community Service – Nebraska Section

1. Section, Branch	Nebraska Section
2. Section/Branch Size	Large
3. Project Contact	
Name	Christopher Podany Isabella Walsh
Phone Number	(402) 392-8745 (402) 399-1323
Email	chris.podany@hdrinc.com isabella.walsh@hdrinc.com
4. Project Category	Public Outreach
5. Project Description	We created tie-blankets and put together gift bags for residents of the Children's Hospital and Medical Center's Carolyn Scott Rainbow House, in Omaha, Nebraska
6. The Process (What you did, When and How)	We contacted the Rainbow House to find out the items that they might need/like us to include in the bags, and check that we weren't including anything they didn't want. During our event, we set up different stations for people to work at. These stations included writing "take care" notes from ASCE, folding the animal themed fuzzy sock tents, stuffing the bags, cutting the fleece into lengths for the blankets, and tying the blankets. When these were completed, we dropped them off at the rainbow house
7. Those in Charge (Committee, Task Committee, Etc.)	Christopher Podany, Isabella Walsh
8. Time Frame (When Started, When Completed)	We came up with the idea in October and contacted the Rainbow house. We started buying supplies in December and brought all items to the hotel on January 25th. We used the 1.5 hours of an CRYMC conference session to put bags together. Since we were not able to finish tying all the blankets, we held a separate community involvement session for the Nebraska Section YMG on February 6th. The blankets were completed, and all bags/blankets were delivered to the rainbow house on February 8 th
9. Success Factors (The Parts that Worked Really Well)	Setting this event up in stations worked very well. It was efficient, and the younger members separated into groups easily
10. Setback Factors (The Parts that did Not Work Well)	We did not have enough scissors for cutting the strips for tying the blankets, and this caused us to not be able to finish tying blankets by the end of the session. We had 20 pairs of scissors for 35 people; I would recommend one pair per person. Additionally, rolls of fabric needed to be cut down into the

	sizes of the blankets. This caused a delay with people not being able to start a blanket right away. I recommend all material to be cut down prior to the event, in order for everyone to be able to start on a blanket right away
11. Creativity (This is something off the wall that we did)	
12. Administration (What was most Important?)	The written communication with the Rainbow House to discuss what items would benefit their organization and what items do not work well for them
13. Follow-Up (What was most important?)	Check in with the Rainbow House a few weeks after donations to see how items were received. Modify for future events based on comments
14. Recommendations (What you should ALWAYS do with this project?)	When setting up an event, have written communication between the event organizer and charity. Share event details and deliverables and ask if there are any accommodations they would like you to make. We initially were going to pack art supplies in the gift bags but after input from the Rainbow House, all art supplies were taken out
15. Cautions (What you should NEVER do with this project?)	Phone conversations are good starters but always follow up with something in writing to be clear there is a mutual understanding between the organizer and charity involved. Approximately 200 yards of fleece fabric was needed for this project. Do not wait until the last few weeks to acquire your materials. Large quantities of things may be hard to find
16. The Outcome	Children and families at the Rainbow house will be given gift bags to help lift spirits in the midst of a hard situation
17. Ongoing Activity (Would you do it again?)	Yes, and I would try different forms of community service activities at all conferences
18. Speaker Contact Information (person from your Region who would be willing to speak about the Best Practice)	
Name	Christopher Podany Isabella Walsh
Address	
Phone Number	(402) 392-8745 (402) 399-1323
Email	chris.podany@hdrinc.com isabella.walsh@hdrinc.com
19. Additional Comments	One benefit to this activity that was not foreseen was the ability to easily "network" while participating in this event. I use quotes because this type of networking doesn't necessary feel like what we usually consider to be networking; it is very easy to chat with the person next to you while also absorbed in an activity. The conversations tend to be less forced in this type of environment, since neither party is forced to come up with something to say

Project Build – Miami-Dade Branch

1. Section, Branch	Miami-Dade Branch
2. Section/Branch Size	
3. Project Contact	
Name	LaKeeVia Jackson
Phone Number	301-257-5501
Email	outreach@miamidade-asce.com
4. Project Category	Public Outreach
5. Project Description	<p>The Space Science Institute's (SSI) National Center for Interactive Learning (NCIL), in partnership with the University of Virginia (UVA) and the American Society of Civil Engineers (ASCE), was awarded a grant from the National Science Foundation (NSF) to develop and implement a 3-year program, called Project BUILD (Building Using an Interactive Learning Design). The overarching aim of Project BUILD is to better understand how youth's learning preferences or dispositions relate to their STEM learning experiences. It also seeks to build community members' capacity through Community Dialogues to inspire and educate youth about STEM careers. The project will advance efforts of the Innovative Technology Experiences for Students and Teachers (ITEST) program at NSF. The primary ITEST goal is to better understand and promote practices that increase students' motivations and capacities to pursue careers in fields of science, technology, engineering, or mathematics (STEM). The project team engages youth (grades 2-5), their families, librarians, and professional engineers in an informal learning environment with age-appropriate, technology-rich STEM learning experiences fundamental to the Engineering Design Process.</p>
6. The Process (What you did, When and How)	<p>Project BUILD (Building Using an Interactive Learning Design) collaboration with the African-American Research Library and Cultural Center (AARLCC) as 1 of two pilot teams launched in the first year of the program. Provided engineering expertise via volunteers during 4 Ready-Set-Create programs, 1 community dialogue, and at the Project BUILD Workshop. The programs took place on September 9th, October 14th, November 11th, and December 9th of 2017. The community dialogue took place summer 2017. The Project BUILD workshop occurred April 13-14, 2018.</p>
7. Those in Charge (Committee, Task Committee, Etc.)	President and Outreach Committee
8. Time Frame (When Started, When Completed)	<p>Planning was led by the Space Science Institute's (SSI) National Center for Interactive Learning (NCIL) and the African-American Research Library and Cultural Center (AARLCC) in collaboration with the Branch. The Ready-Set-Create programs are scheduled from 1-4 pm. The community dialogues are</p>

	about 3 hours long.
9. Success Factors (The Parts that Worked Really Well)	Seeing the improvement in teamwork skills and family participation throughout the series. The Ready-Set-Create programs engaged students in a way that aided them in understanding the engineering design process.
10. Setback Factors (The Parts that did Not Work Well)	Volunteer readiness to facilitate the hands-on activities and material preparation.
11. Creativity (This is something off the wall that we did)	We partnered up with ASCE Student Chapter- FIU and allowed them to lead the Ready-Set-Create programs facilitation with our support in order to develop their leadership and presentation skills.
12. Administration (What was most Important?)	Open lines of communication between the Branch, AARLCC, ASCE HQ, and The Space Science Institute's (SSI) National Center for Interactive Learning (NCIL) as this was the pilot year for the program.
13. Follow-Up (What was most important?)	Debrief after every event with all stakeholders (ASCE HQ, Branch Board of Directors, Volunteers, and AARLCC the lessons learned.
14. Recommendations (What you should ALWAYS do with this project?)	Plan ahead, setup committee, participate in the webinars and event selections, agenda/script and plenty of volunteers.
15. Cautions (What you should NEVER do with this project?)	Have poor communication or stop coordination with the library.
16. The Outcome	The event was successfully collaborated with The Space Science Institute's (SSI) National Center for Interactive Learning (NCIL), ASCE Society and the African-American Research Library.
17. Ongoing Activity (Would you do it again?)	Yes, we have already began planning for Fall 2018 and Fall 2019 as this program is currently funded by the National Science Foundation through 2019.
18. Speaker Contact Information (person from your Region who would be willing to speak about the Best Practice)	
Name	Yulet Miguel
Address	P.O. Box 226245 Miami, FL 33222
Phone Number	786-218-4858
Email	yulet.miguel@hdrinc.com
19. Additional Comments	2017-2018 Outreach Committee (pictured below).





Public Service Announcement – Chattanooga Branch

1. Section, Branch	Tennessee Section, Chattanooga Branch
2. Section/Branch Size	Small
3. Project Contact	
Name	Russell Moorehead
Phone Number	(423) 756-3025
Email	Russell.moorehead@bwsc.net
4. Project Category	Engineer’s Week
5. Project Description	The Chattanooga Branch of ASCE developed, wrote, and produced five public service announcements that were broadcast during Engineer’s Week on two local radio stations that promoted the role of engineers in designing projects that protect water quality.
6. The Process (What you did, When and How)	Members of the Chattanooga Branch worked with representatives of the City of Chattanooga and Hamilton County to select the preferred message. Team members met on three occasions to prepare “talking points” and write the draft scripts for the proposed messages. The team met with broadcast personnel to revise the scripts to fit the allotted time (30 seconds) and emphasize the most important aspects of the message. It was decided to utilize professional broadcast talent to record the messages, which included, “This message was brought to you by the City of Chattanooga and Hamilton County Water Quality Programs and the American Society of Civil Engineers,” at the end of each message.
7. Those in Charge (Committee, Task Committee, Etc.)	Mounir Minkara, City of Chattanooga Tim McDonald, Hamilton County Russell Moorehead, PE, Tennessee Section President and Chattanooga Branch Member Brandie Cookston, PE, Chattanooga Branch President Don Warrington, PE, Chattanooga Branch Treasurer Mark Harrison, PE, Chattanooga Branch Member
8. Time Frame (When Started, When Completed)	The SPAG application was submitted in October 2010. After the grant was approved, the committee met three times in December 2010 and January 2011. The final PSA’s were produced in February 2011, and the spots were broadcast during E-Week 2011 (February 21-25, 2011). The final report was submitted to ASCE in April 2011.

9. Success Factors (The Parts that Worked Really Well)	The Chattanooga Branch was fortunate to “buy” the air time during a “sale”. The spots cost \$25/30 seconds. Normal rates were \$50 or more per spot. The station cut the rate since it was a public service announcement.
10. Setback Factors (The Parts that did Not Work Well)	There was some (not much) disagreement on the message to be presented, but the 30 second limitation settled the issue for the committee. It’s hard to say all that you want to say in 30 seconds.
11. Creativity (This is something off the wall that we did)	This was the first SPAG application for the Chattanooga Branch (that was off the wall enough).
12. Administration (What was most Important?)	Coordinating with the sales person at the radio station early was very important. The sales person was very helpful and “went to bat” for us on the rate.
13. Follow-Up (What was most important?)	We tried to gauge the public perception, but the budget didn’t allow for formal polling. Informal discussions with persons who heard the spots indicated the reception was overwhelmingly positive.
14. Recommendations (What you should ALWAYS do with this project?)	Involve as many ASCE members as possible.
15. Cautions (What you should NEVER do with this project?)	Never lose sight of the importance of the message: “Engineer protect and improve people’s lives”
16. The Outcome	Overwhelmingly positive
17. Ongoing Activity (Would you do it again?)	Yes. Absolutely.
18. Speaker Contact Information (person from your Region who would be willing to speak about the Best Practice)	
Name	
Address	
Phone Number	
Email	
19. Additional Comments	<p>ASCE and its members should do more to promote the positive aspects of engineering.</p> <p>-----</p> <p>This Best Practice includes the following attachments:</p> <ul style="list-style-type: none"> • Copy of the final report submitted for the grant • Sample copy of the PSA’s



April 11, 2011

2011 SPAG Proposal Attn:
Sharon Baber ASCE
1801 Alexander Bell Drive Reston,
Virginia 20191

Reference: Chattanooga Branch
Report for 2011 Small State Public Affairs Grant Dear Ms.

Baber:

The Chattanooga Branch appreciates being awarded a State Public Affairs Grant in the amount of \$750 from ASCE. Attached is the report of the Branch's activities related to the Grant award. The Chattanooga Branch considers the SPAG funded project a success, and recommends that other Sections and Branches consider implementing similar projects in order to enhance ASCE's name recognition in local communities. The Chattanooga Branch is a part of the Tennessee Section. The Section President and Treasurer Contact information is listed below:

Russell D. Moorehead, P.E.
Tennessee Section President
Barge Waggoner Sumner & Cannon, Inc. 1110
Market Street, Suite 200
Chattanooga, TN 37402
423-756-3025
Russell.Moorehead@bwsc.net

Ted A. Kniazewycz, P.E. Tennessee
Section Treasurer Gresham, Smith
and Partners 511 Union Street, Suite
1400
Nashville, TN 37219
615-770-8470
Ted_kniazewycz@gspnet.com

Please contact me at 423-322-0130 or bcookston@clinardengineering.com if you have any questions regarding the report.

Respectfully,

A handwritten signature in black ink that reads "Brandie C. Cookston". The signature is written in a cursive, flowing style.

Brandie C. Cookston, P.E., CPSWQ, CPESC
Chattanooga Branch President

**Chattanooga Branch American Society of
Civil Engineers 2011 Small State Public
Affairs Grant
Project Report**

Project Summary

Late in 2010, one of the Chattanooga Branch members was involved in a discussion that led to the question, "What is the definition of faith?" It was generally agreed that faith could be defined as trust and confidence in things unseen.

This discussion reminded the Chattanooga Branch member that people in Tennessee place their confidence in civil engineers daily. Most people in Tennessee haven't met the civil engineer that designed the bridge they cross in their automobile every day. They definitely haven't reviewed the calculations performed during the bridge design. Still they cross that bridge without hesitation. People in Tennessee demonstrate that same confidence in civil engineers every time they turn on their kitchen faucet or hit their light switch. They know that clean water will be delivered, and the room will be filled with light.

Civil engineers should promote our profession and the good things we do to contribute to the health, safety, and welfare of the public and our clients. We take our roles in society seriously. Rather than reading or hearing news reports that only mention engineers after catastrophic or tragic events, we should encourage expansion of the message that promotes the confidence society displays every day in the products of our services.

The Chattanooga Branch of ASCE developed, wrote, and produced five public service announcements that were broadcast during Engineer's Week on two local radio stations. The public service announcements were prepared with City of Chattanooga and Hamilton County Water Quality Program officials to promote public awareness of:

- a. steps the public may take to reduce pollutants in storm water runoff,
- b. opportunities for public participation in certain program elements to improve storm water quality,
- c. the role engineers have in protecting the quality of our rivers and streams

Members of the Chattanooga Branch worked with representatives of the City of Chattanooga and Hamilton County to select the preferred message. Team members met on three occasions to prepare "talking points" and write the draft scripts for the proposed messages. The team met with broadcast personnel to revise the scripts to fit the allotted time (30 seconds) and emphasize the most important aspects of the message. It was decided to utilize professional broadcast talent to record the messages, which included, "This message was brought to you by the City of Chattanooga and Hamilton County Water Quality Programs and the American Society of Civil Engineers," at the end of each message.

The public service announcements were broadcast on AM and FM local radio stations multiple times each weekday during Engineer's Week which was the week of February 20-26, 2011. Copies of the each PSA script are attached with electronic copies of the actual broadcast PSA.



Goals and Objectives

The Chattanooga Branch's goal was to support the efforts of local municipalities to improve water quality, and to promote the importance of engineers in protecting water resources. Although a formal poll was not conducted to assess the extent the public service announcements (PSA's), anecdotal information indicates that the messages were heard and well received by the community. In addition, the local morning talk show radio host on the FM broadcast station invited the ASCE Section President and the City of Chattanooga and Hamilton County Water Quality Managers on the Monday morning program during Engineer's Week to discuss the issue during a 20-minute segment of the program.

Target Audience

The Chattanooga Branch anticipated that a significant number of commuters heard the message each morning and afternoon due to multiple broadcasts of the message during the week. In addition, the PSA's were also run locally during nationally syndicated radio broadcasts.

Method to Reach Audience

During E-Week, the 30-second public service announcements were broadcast between 6 am and 9 am during morning commute time and between 4 pm and 7 pm during evening commute time on 102.3 WGOW-FM. In addition, the PSA's were broadcast during the Rush Limbaugh and Sean Hannity nationally syndicated broadcasts each afternoon between noon and 6 pm on 1150 WGOW-AM. Each of the 5 PSA's were broadcast a total of eight times each for a total of 40 messages broadcast during E-Week. A copy of the invoice from Citadel Broadcasting Company indicating the time and the station that each PSA was broadcast is attached to this report.

Timeline

Once the Chattanooga Branch was notified of the grant award on December 3, 2010, the team met three times to select the preferred message and write the draft scripts. The team finalized the scripts and the proposed scripts were presented to the broadcast personnel in early January to develop the final script. Each organization (City of Chattanooga, Hamilton County, and the Chattanooga Branch) approved the final scripts and the messages were produced for broadcast the week before E-Week. The audio files were approved prior to broadcast, and the PSA's were broadcast during the week of February 20-26, 2011.

Project Evaluation

Formal polling of potential broadcast listeners was not proposed. However, the Chattanooga Branch and the City of Chattanooga and Hamilton County Water Quality Program staff received several positive responses to the PSA's.



Budget and Resources

The total fee to broadcast the PSA's was \$1,000. The Chattanooga Branch provided \$250 with the SPAG amount of \$750 to fund the PSA's. The attached copy of the invoice lists the actual cost of the broadcasts.

In addition, Chattanooga Branch volunteers and Chattanooga and Hamilton County personnel that assisted with this project included:

Mounir Minkara, City of Chattanooga
Tim McDonald, Hamilton County
Russell Moorehead, PE, Tennessee Section President and Chattanooga Branch Member
Brandie Cookston, PE, Chattanooga Branch President
Don Warrington, PE, Chattanooga Branch Treasurer
Mark Harrison, PE, Chattanooga Branch Member

Attachments

Citadel Broadcasting Company Invoice
Five PSA Scripts
CD with electronic copy of PSA's



Citadel Broadcasting Company

WSKZ FM - WGOW AM - WGOW FM - WOGT FM

P.O. Box 11202 Chattanooga, TN 37401
Phone: (423) 756-6141 Fax: (423) 266-1652

RUSSELL MOOREHEAD
BARGE, WAGGONER, SUMNER & CANNON
1110 MARKET STREET
SUITE 200
CHATTANOOGA, TN 37402

INVOICE NUMBER: 134802

CBC - Chattanooga TN

INVOICE DATE: 2/28/11

PAGE: 1 TYPE: Complete

ACCOUNT: 17881

CONTRACT: Combined

PRODUCT:

Account Exec: J Motsenbocker

Terms: NET 10 DAYS

PAY THIS AMOUNT:

BY:

Times for 2/21/11-2/25/11

Times are approximate within 15 minutes.

Day/Date	Time	Len	Rate	Product	Comments
Mn 2/21 A	6:36a	30	\$25.00	DISPOSING	WGOW-FM Contract 30618
Mn 2/21 A	8:27a	30	\$25.00	LAWN & GARDEN	WGOW-FM Contract 30618
Mn 2/21 A	12:58p	30	\$25.00	DISPOSING	WGOW-AM Contract 21787
Mn 2/21 A	2:05p	30	\$25.00	LAWN & GARDEN	WGOW-AM Contract 21787
Mn 2/21 B	4:58p	30	\$25.00	CLEAN UP SPILLS	WGOW-AM Contract 21787
Mn 2/21 B	5:55p	30	\$25.00	GUTTERS & STORM DRAI	WGOW-AM Contract 21787
Mn 2/21 B	6:05p	30	\$25.00	CLEAN UP SPILLS	WGOW-FM Contract 30618
Mn 2/21 B	6:22p	30	\$25.00	GUTTERS & STORM DRAI	WGOW-FM Contract 30618
Tu 2/22 A	6:25a	30	\$25.00	RAIN BARRELS	WGOW-FM Contract 30618
Tu 2/22 A	8:25a	30	\$25.00	DISPOSING	WGOW-FM Contract 30618
Tu 2/22 A	12:25p	30	\$25.00	RAIN BARRELS	WGOW-AM Contract 21787
Tu 2/22 A	1:24p	30	\$25.00	DISPOSING	WGOW-AM Contract 21787
Tu 2/22 B	3:26p	30	\$25.00	LAWN & GARDEN	WGOW-AM Contract 21787
Tu 2/22 B	4:54p	30	\$25.00	LAWN & GARDEN	WGOW-FM Contract 30618
Tu 2/22 B	5:56p	30	\$25.00	CLEAN UP SPILLS	WGOW-FM Contract 30618
Tu 2/22 B	5:58p	30	\$25.00	CLEAN UP SPILLS	WGOW-AM Contract 21787
We 2/23 A	7:28a	30	\$25.00	GUTTERS & STORM DRAI	WGOW-FM Contract 30618
We 2/23 A	8:25a	30	\$25.00	RAIN BARRELS	WGOW-FM Contract 30618
We 2/23 A	1:58p	30	\$25.00	GUTTERS & STORM DRAI	WGOW-AM Contract 21787
We 2/23 A	2:50p	30	\$25.00	RAIN BARRELS	WGOW-AM Contract 21787
We 2/23 B	4:58p	30	\$25.00	DISPOSING	WGOW-AM Contract 21787
We 2/23 B	5:54p	30	\$25.00	LAWN & GARDEN	WGOW-AM Contract 21787
We 2/23 B	5:57p	30	\$25.00	DISPOSING	WGOW-FM Contract 30618
We 2/23 B	6:55p	30	\$25.00	LAWN & GARDEN	WGOW-FM Contract 30618
Th 2/24 A	6:36a	30	\$25.00	CLEAN UP SPILLS	WGOW-FM Contract 30618
Th 2/24 A	7:36a	30	\$25.00	GUTTERS & STORM DRAI	WGOW-FM Contract 30618
Th 2/24 A	12:25p	30	\$25.00	CLEAN UP SPILLS	WGOW-AM Contract 21787
Th 2/24 A	2:23p	30	\$25.00	GUTTERS & STORM DRAI	WGOW-AM Contract 21787
Th 2/24 B	3:59p	30	\$25.00	RAIN BARRELS	WGOW-AM Contract 21787
Th 2/24 B	4:55p	30	\$25.00	RAIN BARRELS	WGOW-FM Contract 30618
Th 2/24 B	5:58p	30	\$25.00	DISPOSING	WGOW-AM Contract 21787
Th 2/24 B	6:25p	30	\$25.00	DISPOSING	WGOW-FM Contract 30618
Fr 2/25 A	7:08a	30	\$25.00	LAWN & GARDEN	WGOW-FM Contract 30618
Fr 2/25 A	8:54a	30	\$25.00	CLEAN UP SPILLS	WGOW-FM Contract 30618
Fr 2/25 A	11:26a	30	\$25.00	LAWN & GARDEN	WGOW-AM Contract 21787
Fr 2/25 A	2:58p	30	\$25.00	CLEAN UP SPILLS	WGOW-AM Contract 21787
Fr 2/25 B	3:58p	30	\$25.00	GUTTERS & STORM DRAI	WGOW-AM Contract 21787
Fr 2/25 B	5:57p	30	\$25.00	GUTTERS & STORM DRAI	WGOW-FM Contract 30618
Fr 2/25 B	5:58p	30	\$25.00	RAIN BARRELS	WGOW-AM Contract 21787
Fr 2/25 B	6:55p	30	\$25.00	RAIN BARRELS	WGOW-FM Contract 30618



Citadel Broadcasting Company

WSKZ FM - WGOW AM - WGOW FM - WOGT FM

P.O. Box 11202 Chattanooga, TN 37401
Phone: (423) 756-6141 Fax: (423) 266-1652

RUSSELL MOOREHEAD
BARGE, WAGGONER, SUMNER & CANNON
1110 MARKET STREET
SUITE 200
CHATTANOOGA, TN 37402

INVOICE NUMBER: 134802

CBC - Chattanooga TN

INVOICE DATE: 2/28/11
PAGE: 2 TYPE: Complete
ACCOUNT: 17881
CONTRACT: Combined
PRODUCT:

Account Exec: J Motsenbocker

Terms: NET 10 DAYS

PAY THIS AMOUNT:

BY:

Product summary:

	Units	Gross
CLEAN UP SPILLS	8	\$200.00
DISPOSING	8	\$200.00
GUTTERS & STORM DRAI	8	\$200.00
LAWN & GARDEN	8	\$200.00
RAIN BARRELS	8	\$200.00

Contract #0021787 2/21/11 to 2/25/11 Station: WGOW-AM
 WGOW-AM/E-WEEK PSA Est=ASCE-CHATT
 A: 2/28 10 30's @ \$25.00 \$250.00
 B: 2/28 10 30's @ \$25.00 \$250.00
 Total Charge: \$500.00
 2/28 Transfer from invoice #881 -\$500.00
 Net Due: \$0.00

Contract #0030618 2/21/11 to 2/25/11 Station: WGOW-FM
 WGOW FM/E-WEEK PSA Est=ASCE-CHATT
 A: 2/28 10 30's @ \$25.00 \$250.00
 B: 2/28 10 30's @ \$25.00 \$250.00
 Total Charge: \$500.00
 2/28 Transfer from invoice #881 -\$500.00
 Net Due: \$0.00

SUMMARY OF INVOICE #134802
 Total Charges for invoice #134802: \$1,000.00
 2/28 Transfer from invoice #881 -\$1,000.00
 BALANCE OF INVOICE #134802: \$0.00

Citadel Broadcasting is an Affirmative Action Employer.

Wicks Broadcast Solutions, LLC. Laz E-Forms

**E-Week Public Service Announcement
: 30 Cut Three**

Storm water runoff is generated when rain flows over land, parking lots, paved streets and rooftops accumulating pollutants and eventually ending up in our creeks, streams, and ultimately the Tennessee River. Help protect our water quality by:

- Disposing of used motor oil, anti-freeze, paints and household chemicals properly.

February 20th thru the 26th is 'Engineers Week'. Engineers help to make the world a better place by designing projects that protect and improve water quality ... brought to you by the City of Chattanooga, Hamilton County Water Quality Programs and The American Society of Civil Engineers ... Clean Water, Clear Choice...

**E-Week Public Service Announcement
: 30 Cut Four**

Storm water runoff is generated when rain flows over land, parking lots, paved streets and rooftops accumulating pollutants and eventually ending up in our creeks, streams, and ultimately the Tennessee River. Help protect our water quality by:

- Applying lawn and garden chemicals sparingly and according to label directions.

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**E-Week Public Service Announcement
: 30 Cut Five**

Storm water runoff is generated when rain flows over land, parking lots, paved streets and rooftops accumulating pollutants and eventually ending up in our creeks, streams, and ultimately the Tennessee River. Help protect our water quality by:

- Promptly cleaning up spills such as brake fluid, motor oil, grease and anti-freeze.

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**E-Week Public Service Announcement
: 30 Cut Six**

Storm water runoff is generated when rain flows over land, parking lots, paved streets and rooftops accumulating pollutants and eventually ending up in our creeks, streams, and ultimately the Tennessee River. Help protect our water quality by:

- Keeping litter, pet wastes, leaves and debris out of street gutters and storm drains.

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**E-Week Public Service Announcement
: 30 Cut Seven**

Storm water runoff is generated when rain flows over land, parking lots, paved streets and rooftops accumulating pollutants and eventually ending up in our creeks, streams, and ultimately the Tennessee River. Help protect our water quality by:

- Use rain barrels to collect rainwater from your gutters to use for irrigation.

February 20th thru the 26th is 'Engineers Week'. Engineers help to make the world a better place by designing projects that protect and improve water quality... brought to you by the City of Chattanooga, Hamilton County Water Quality Programs and The American Society of Civil Engineers ... Clean Water, Clear Choice...