

Best Practices Information Request Form

Sections and Branches

The Leader Training Committee (LTC) is continuously expanding their Best Practices Guide to document successful activities and practices in our Sections and Branches.

Please use this form (Word format) to document your group's successful activity so we can share it with other leaders. We strongly encourage you to attach relevant graphics and photos (either embedded in the Word document or as attachments, PDF, jpg, tif, or other formats). We will incorporate the new Best Practice in the Guide and post it to the web site. Please return your completed form to Brian Pawula at blpawula@hornershifrin.com and/or Nancy Berson at nberson@asce.org.

Date	8/31/2022 10/25/2023
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PROJECT TITLE	Incorporating DEI Criteria in Scholarship Application
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1. Section/Branch	Wisconsin Section / Southeast Branch
2. Section/Branch Size	900+ Members
3. Project Contact	
Name	Aaron Bubb
Phone Number	(414) 751-7230
Email	abubb@kapurinc.com
4. Project Category	Please choose one: Communication, Continuing Education, Government Relations, <u>Membership Development</u> , Section Operations, K-12 Student Outreach, <u>College Student Outreach</u> , Public Outreach.
5. Project Description	<p>Every year, the SE Branch awards scholarships to one member of each of our three student chapters. ASCE student members from Marquette University, the Milwaukee School of Engineering, and the University of Wisconsin – Milwaukee are encouraged to apply. Typically, the scholarships are each awarded in the amount of \$3,000, but the amount can vary based on annual fundraising.</p> <p>While the student chapters are doing great work on and off each campus, our Branch's Board of Directors decided to make the promotion of diversity, equity, and inclusion (DEI) part of the application process in addition to student activities, community involvement, and professional objectives.</p>

6. The Process (What you did, When and How)

To implement DEI criteria in the selection process for our scholarship, the SE Branch Board of Directors started by educating ourselves. We found the website Culture Amp beneficial in defining DEI: www.cultureamp.com

We learned:

Diversity

1. Diverse should not be used to describe those who are considered “non-dominant” or “historically less privileged”.
2. We do not want to reinforce dominant identities as “normal” or “accepted”.
3. We can have diversity in thought and identity.
4. People are not diverse, but teams can be.

Equity

1. Equality means we treat everyone the same.
2. Equity means we focus on individualistic needs.
3. Equity acknowledges that everyone has different needs, experiences, and opportunities.
4. People from marginalized groups have more barriers to overcome than those from dominant/more privileged groups.

Inclusion

1. Diversity is being invited to a party. Inclusion is being asked to dance.
2. Inclusion is about value.
3. We need to understand what people need to feel valued and included.

The Board reviewed ASCE’s DEI guidance and goals which included:

1. Representative, informed, and responsible decision maker advancing diversity, equity, and inclusion interests of the civil engineering community.
2. Monitor the development and coordination of products and resources within the civil engineering community that promote and advance diversity, equity, and inclusion.
3. Representative for the interests of ASCE to the wider STEM and professional engineering communities.

For the fall 2021 scholarship submittal, the application and selection criteria were revised to include a DEI component. As part of the 1,000-word essay, applicants were asked to discuss their work promoting diversity, equity, and inclusion, and the selection criteria were revised to include:

1. Demonstrates the promotion and advancement of diversity, equity, and inclusion (DEI) within the civil engineering community.
2. Preference may be given to members of historically underrepresented groups.

The application form, procedures, and selection criteria can be found here:

<https://www.ascewise.org/scholarships/>

7. Those in Charge (Committee, Task Committee, Etc.)	The SE Branch Board of Directors and the Scholarship Committee Members worked together to implement the new requirements.
8. Time Frame (When Started, When Completed)	<p>Annually, the scholarship application process opens in September at the start of the fall semester and concludes in November. Scholarship winners are notified at the beginning of each year and honored at our Branch Meeting at the end of January.</p> <p>Discussion on adding DEI requirements to the selection criteria initially began in late 2020, and the planning process started by April of 2021. The revised scholarship application form and selection criteria were submitted for review in August 2021. At the SE Branch Board of Directors' September Meeting, the changes were approved prior to opening the 2021 applications to students.</p>
9. Success Factors (The Parts that Worked Really Well)	By including DEI criteria, scholarship applicants were required to reflect on ways they already are or should be impacting all people in a positive manner. The criteria also resulted in the submittal of additional applications that may not have previously been received.
10. Setback Factors (The Parts that did Not Work Well)	A main component of the scholarship submittal is the 1,000-word essay. However, several applicants chose not to or were unable to address the new DEI criteria in their submittal.
11. Creativity (This is something off the wall that we did)	The SE Branch considered opportunities to partner with other groups including the Society of Women Engineers, the National Society of Black Engineers, Girls Who Code, and BLKdev (a non-profit organization that aims to provide scholarships, information, and networking opportunities to support Black students interested in science, technology, engineering, and mathematics). Ultimately, the SE Branch Board of Directors choose to focus on improving the scholarship criteria to elevate people and create an equal playing field in our community.
12. Administration (What was most Important?)	The Scholarship Committee consists of seven volunteers and includes ASCE members from the community, Department of Transportation, faculty from each student chapter, and the SE Branch Board. As a result, it was important to update the Scholarship Committee on the revised selection criteria and make sure the updated forms were posted to the SE Branch's website.
13. Follow-Up (What was most important?)	It is important to follow-up multiple times with student chapter presidents and faculty members to make sure students are aware of the opportunity to apply for scholarships.
14. Recommendations (What you should ALWAYS do with this project?)	Attending student chapter meetings are recommended to promote the scholarship applications, criteria, requirements, and submittal deadlines.
15. Cautions (What you should NEVER do with this project?)	It is important to promote scholarships, making sure students are motivated to apply. In addition, it is important to make sure the Scholarship Committee is aware of changes to the selection criteria.

16. The Outcome	From 2020 to 2021, the total number of scholarship applications received increased by 150%. The changes implemented for 2021 made everyone involved in the process (the Board, selection committee, and applicants) think about the importance of DEI and helping people overcome barriers.
17. Ongoing Activity (Would you do it again?)	Yes, DEI requirements will continue to be part of the SE Branch's scholarship application and selection criteria.
18. Speaker Contact Information (person from your group who would be willing to speak about the Best Practice)	Jake Brunoehler (2021-2022 SE Branch President) Aaron Bubb (SE Branch Director)
Name	Jake Brunoehler
Phone Number	(262) 794-2306
Email	Jake.Brunoehler@ads-pipe.com
19. Additional Comments (We strongly recommend attaching relevant photos and graphics)	The application form, procedures, and selection criteria can be found here: https://www.ascewise.org/scholarships/ A summary of the SE Branch Scholarship Awards Event held in January 2022 is attached.

SE Branch Scholarship Award Event

Article by Aaron Bubb

On January 27th, the Southeast Branch awarded our annual scholarships to **Gabriela Lukanus** of Marquette, **Kyle Ignasiak** of MSOE, and **Javier Retana** of UW-Milwaukee.



Gabriela Lukanus is pursuing a civil engineering degree and has previously served as ASCE's vice president and concrete canoe captain. Currently, Gabby is the ASCE student chapter president. In this role, she feels a responsibility to hold herself and others in the organization accountable for creating a space to encourage inclusion and expression of thought. Gabby is involved in the Milwaukee community by hosting food and clothing drives for the Hope House and volunteers at Make a Difference Day and Hunger Clean Up. In the future, she plans on taking the FE and obtaining her PE license. After graduation, Gabby will be pursuing a Masters Degree in Civil Engineering specializing in Transportation and Materials. She has found a passion in leadership and looks forward to the challenges that it brings.



Kyle Ignasiak is pursuing a Bachelor of Science in Civil Engineer degree. As part of ASCE, Kyle shares the secretary and professional outreach responsibilities. In this role, he organizes presentations from civil engineering professionals. In the past, Kyle has volunteered at the STEM Expo, which has taught him the importance of sparking children's interest in learning. Another way he gives back is through the Adopt-A-Highway program, where he picks up trash along STH 100 between Burleigh Street and Capitol Drive three times a year. After graduation, Kyle has already accepted a full-time position with a consulting firm and will begin his path toward becoming a professional engineer.



Javier Retana is pursuing a Bachelor's Degree in civil engineering. Javier is the president of the Society of Hispanic Professional Engineers where he has organized a resume workshop which brings in professionals to offer their insights and provide useful interview tips. When the COVID vaccines came out, Javier helped with the registration process and used his bilingual skills to translate for the Hispanic community. After graduation, Javier will be pursuing a Master's Degree in structural engineering and plans to sponsor a scholarship and provide mentoring for UWM students studying civil engineering because he has been fortunate to have had many great mentors.