

The "LTC Report" is intended to provide leaders from Regions, Sections and Branches, with highlights of recent and upcoming activities, and recommended web links to valuable relevant resources.

ASCE's Leader Training Committee Summer Meeting

The Leader Training Committee (LTC) held its meeting on July 27-28, 2018 in Bethlehem, PA.

LTC Members

Don Wittmer , P.E., M.ASCE	Region 3, Chair
Lauren Swett , P.E., M.ASCE	Region 1
Shawn Kelley , Ph.D., P.E., M.ASCE	Region 1
Greg Kuklinski , P.E., M.ASCE	Region 2
Monica Sartain , P.E., M.ASCE	Region 4
Melissa Wheeler , M.ASCE	Region 5
Aaron Frits , P.E., M.ASCE	Region 7
Ron Iwamoto , P.E., M.ASCE	Region 8
Tony Akel , P.E., M.ASCE	Region 9
Nancy Berson , Aff.M.ASCE	Staff Contact
LTC Corresponding Members	

The next LTC meeting will be September 24-25, 2018 at ASCE Headquarters in Reston, VA.

Please visit the LTC website at:

<http://regions.asce.org/leader-training-committee/> for upcoming events, Section and Branch Awards information, and a multitude of other useful resources and links. We are constantly updating the website so visit often for new topics.

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Conference Calls and Webinars

Hundreds of ASCE leaders have participated in our conference calls and webinars with their peers. Similar opportunities will be offered again for the new Section, Branch, and Region leaders. If you miss the opportunity to participate, the recording links and PowerPoints can be found on the LTC website and below. Also listed are the proposed dates for the upcoming year.

- [Region to Region Exchange](#)
Tentatively Scheduled for October 2018
- [Section to Section Exchange](#)
Tentatively Scheduled for October 2018
- [Region Best Practices Webinar](#)
Tentatively Scheduled for November 2018
- [Section & Branch Best Practices Webinar](#)
Tentatively Scheduled for October 24, 2018
- [Struggling Sections & Branch Webinar](#)
October 2, 2018
- [Ask the President](#)
Tentatively Scheduled for November 2018
- [Geographic Services Conference Calls](#)
Tentatively Scheduled for Fall 2018
- [Committee Chair Training Webinar](#)
Tentatively Scheduled for November 2018
- [Social Media for Sections/Branches Webinar](#)
Tentatively Scheduled for Spring 2019
- [Region Governors Refresher Webinar](#)
Tentatively Scheduled for Spring 2019
- [Legal Webinar for Sections and Branches](#)
Tentatively Scheduled for Spring 2019

2018 Presidents and Governors Forum



The 2018 Presidents and Governors Forum (PGF) will be held September 23-24 at ASCE Headquarters in Reston, VA. Sessions will begin early Sunday morning and end Monday midday.

We are pleased to announce once again that a subsidy was approved for one attendee from each Section and Branch in the amount of \$135. We realize this will not cover your airfare or total expenses, but it will hopefully help defray some of your costs.

The PGF is a follow-up course to the Workshop for Section and Branch Leaders and is targeted to incoming or current Presidents. It is intended to provide interactive opportunities with a concentration on Section, Branch and Region Best Practices and other Society programs and resources that will enhance your leadership efforts. You will also have the opportunity to meet ASCE's Society Officers and staff and tour ASCE Headquarters.

For more information about the PGF, please visit LTC's website at: [Presidents and Governors Forum \(#PGF18\)](#)

Region Recap

Many LTC actions and resources directly impact Region Directors and Governors.

LTC Participation in Region Meetings

LTC welcomes the opportunity to participate in your Region Conference Calls. We also look forward to attending your next face-to-face meeting when feasible and offer whatever assistance you need.

Region Annual Report Content

Region Annual Reports are posted in the Region Governors Collaborate Community and we encourage all Directors and Governors to review other Region's reports.

Incoming Region Director Training

LTC continues to explore additional training opportunities for incoming Region Directors. If there are specific leadership training programs that the Directors are looking for, please let LTC know.

Potential Region Governor Webinar

LTC will be hosting a webinar September 27th at 1 pm EDT for those leaders interested in becoming a Region Governor. The webinar will cover Region Governor duties, communication, leadership, and requirements. LTC is also discussing a webinar for potential Region Directors to brief potential candidates on the roles and responsibilities of this position.

Region Governors Qualifications

This document incorporates expectations such as projected time commitment and potential out of pocket expenses, and may be accessed at: [LTC Website Resources Page](#)

Applications and associated documents are due December 1st to the Region Chair and Society Secretary.

Section and Branch Website Support

If your Section or Branch is experiencing challenges with the upkeep of your website due to the complexity of maintaining it, you might want to consider becoming a part of ASCE's website support program which currently includes over 50 participating Sections and Branches. These sites are primarily intended for Sections and Branches who lack the local resources or time to maintain websites. Participating Sections and Branches will receive a template and basic training to update their sites. The site uses Drupal software which is relatively easy to maintain. One of our sample sites can be found at <http://sections.asce.org/cleveland>.

Please remember these are basic websites with a fixed template. If you are interested in finding out more about this resource, please contact Daryl Morais at dmorais@asce.org or at 703-295-6042.



Best Practices

The latest editions of the Section and Branch Best Practices Guide include 86 Best Practices and the Region Best Practices Guide include 20 Best Practices. These documents are currently posted on our website at: [LTC Website Resources Page](#)

LTC is always looking for new Best Practices to share with other Sections/Branches or Regions. If you have an activity, event, or process you would like to share, we encourage you to complete and submit a "Best Practices Guide Information Request Form" – also available on the website. You may also contact LTC member Tony Akel, P.E., M.ASCE, who coordinates the Best Practices effort, at takel@akeleng.com

Best Practice of the Month Articles

Best Practices articles may be found in the monthly Section Informant portion of the Leadership Letter. These articles are put together by LTC Corresponding Members and highlight a Best Practice that you may wish to implement in your Section or Branch.

Talking Points

Are you using our Talking Points? LTC maintains a series of 21 Talking Point documents. These are 1-2 page summaries with PowerPoint presentation templates on the following topics:

ASCE INITIATIVES / STRATEGIES

1. Sustainability and ASCE
2. Grand Challenge
3. Raise the Bar

INSTITUTES

4. Specialty Certification
5. Committee on Technical Advancement
6. Utility Engineering & Surveying Institute
7. Establishing Local Institute Chapters

GOVERNMENT RELATIONS

8. Developing State Report Cards
9. Government Relations

SECTION RESOURCES

10. Best Practices
11. Reasons to Attend the WSBL and PGF
12. Life Member Involvement

K-12 STUDENT OUTREACH

13. Dream Big
14. Pre-College Outreach

MEMBER RETENTION/TRANSITION

15. Outreach to Student Chapters
16. Younger Member Retention
17. Student Member Transition to Associate Member

PROFESSIONAL AND LEADERSHIP

18. Developing Leaders
19. Ethics

ASCE SUPPORT PROGRAMS

20. ASCE Foundation
21. Public Agency Peer Review

These are excellent resources for Region Directors, Governors, and Section and Branch Presidents, and we strongly recommend using them when addressing Sections/Branches, Student Groups, or other constituent groups. You can also develop talks to revolve around the programs and activities of the Society.

PowerPoint presentations are also available to accompany the Talking Points. The Talking Points and corresponding presentations are posted on the LTC website at:

<http://regions.asce.org/leader-training-committee/resources>

If you have new ideas for a future Talking Point, please contact LTC member Shawn Kelley, Ph.D., P.E., M.ASCE at skelley2154@hotmail.com

2019 Multi-Region Leadership Conferences

LTC will be collaborating with the Committee on Younger Members (CYM) and the Committee on Student Members (CSM) to plan the 2019 MRLCs. These Conferences provide a good mix of leadership training and information on ASCE resources and activities. The MRLC not only assists you in your leadership role, but also provides Professional Development opportunities. Invitations will be sent this fall, so start deciding now who will represent your Section or Branch!

LTC is in the process of developing the 2019 MRLC programs, which include the Workshop for Section, Branch and Institute Leaders, the Workshop for Student Chapter Leaders, and the three Younger Member Councils. Potential session topics and joint activities are being identified, based on the feedback received from the 2018 MRLC attendees. LTC will also continue to encourage and embrace the participation of the Institute leaders at the 2019 MRLC's.

Jan. 25-26	Regions 1,2,4&5 MRLC in Orlando, FL
Feb. 8-9	Regions 3,6&7 MRLC in Dallas, TX
March 8-9	Regions 8&9 in MRLC in Honolulu, HI

Don't forget to mark your calendars, as we are looking forward to seeing you or representatives from your Region, Section or Branch!

Section, Branch & Region Action Calendar

Sept. 1	Section and Branch Leadership Reports Due
Sept. 21-22	Leader Orientation
Sept. 23-24	Presidents and Governors Forum in Reston
Oct. 12-15	Annual Convention in Denver, CO
Oct. 30	Outstanding Section and Branch Award nominations are due
Nov. 30	Section, Branch and Region Annual Reports are due
Dec. 15	Section Federal Tax Filing due to ASCE's Accounting Dept.

Outstanding Section and Branch Award

The Leader Training Committee (LTC) invites you to nominate your Section or Branch for the 2018 Outstanding Section and Branch Award. This program recognizes Sections and Branches that have made an outstanding contribution to the Society and their community through their programs and activities.

Your Section or Branch may have several programs that are worthy of recognition. Please take this opportunity to be acknowledged for your accomplishments. Award information is available on the LTC website, or you may download a copy at: [2018 Outstanding Section & Branch Nomination Form](#)

Please note that the deadline is October 30, 2018.

LTC Social Media

The Geographic Units Facebook Group, with nearly 300 Section, Branch and Region leaders, provides a forum for open discussion and sharing of ideas, activities, photos and other relevant posts by Sections, Branches, and Regions. The URL is <https://www.facebook.com/groups/GSDASCE>. If you are not a member, please visit this link and click on the "join" button. The Geographic Services staff will verify and activate your request. Join in on the conversations, add to the discussions, and learn from your colleagues from around the country. For information on joining, please contact Nancy Berson at nberson@asce.org.

LTC Website Updates

Check out the recent additions to our website and resources page, including:

- Updated details for the Presidents & Governors Forum
- Protocol for Talking to Media
- Legal Templates
- Government and Media Relations Web Links
- Update LTC Infographic