Executive Committee Meeting

Date: November 7, 2012 (Wednesday)
Time: 7:15 PM to 8:45 PM

Executive Committee Members:

<table>
<thead>
<tr>
<th>Position</th>
<th>Name</th>
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<tbody>
<tr>
<td>President</td>
<td>Kristi Gemperline</td>
<td>Vice President</td>
<td>Sean Franklin</td>
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<tr>
<td>Secretary</td>
<td>Dan Mogen</td>
<td>Treasurer</td>
<td>Jeremy Begley</td>
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<tr>
<td>Conference Chair</td>
<td>Luke Whalen</td>
<td>Publicity</td>
<td>Cory Arnold</td>
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<tr>
<td>Historian</td>
<td>Robert Lankford</td>
<td>Membership Chair</td>
<td>Jake Leins</td>
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<tr>
<td>Community Service Chair</td>
<td>Vaishak Gopi</td>
<td>Funding Chair</td>
<td>Nicole Hodges</td>
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<td>Webmaster</td>
<td>Kirsten Sargent</td>
<td>Activities Chair</td>
<td>Tyler Lund</td>
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<td>Concrete Canoe</td>
<td>Andrew Peterson</td>
<td>Steel Bridge Chair</td>
<td>Tony Grasso</td>
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<td>Freshmen Liaison</td>
<td>Sydni Gurnett</td>
<td>Faculty Advisor</td>
<td>Dr. Mahmoud</td>
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<td>Student Advisor</td>
<td>Don Silar</td>
<td>Graduate Student Liaison</td>
<td>Joel Sholtes</td>
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<tr>
<td>Past President</td>
<td>Richard McBeth</td>
<td>Practitioner Advisor</td>
<td>Dr. David Frick</td>
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EXECUTIVE COMMITTEE REPORTS and DISCUSSIONS

The meeting began at 7:15 PM and ended at 8:45 PM.

OFFICER REPORTS

Student Advisor: (Don Silar)

Discussion:
1. Joint meeting is next week and it is a great opportunity to network and meet professionals. Everyone should go if possible.
Faculty Advisor: (Dr. Mahmoud)

Discussion:
1. No comments at this time.

President: (Kristi Gemperline)

- Agenda Items: FE After Party

  Discussion:
  1. People that went had a great time.
  2. There were many people that finished the exam early and did not stick around to attend the party.
     a. Will think about changing the setup next year to allow everyone to go straight from the exam to the party.

- Agenda Items: STEM Night – Nov 8.

  Discussion:
  1. Happening tomorrow night.
  2. Should have a room just for the toothpick and gumdrop structures.
  3. Another STEM Night will be happening on February 2nd in Tinmouth.

- Agenda Items: Present to CIVE classes (officer elections)

  Discussion:
  1. Emails have gone out to the professors about presenting to their classes.
  2. Email will go out to the officers including the dates and times for presentations.
  3. Please make it to all of the presentations to let the classes know what was required of your position.

- Agenda Items: Grad Student Panel

  Discussion:
  1. The panel went well, and students that attended were able to get good information and advice on attending graduate school.
  2. Will plan on doing it again in the future.

Vice President: (Sean Franklin)

- Agenda Item: Northern Colorado Branch Joint Meeting

  Discussion:
  1. Happening next Thursday, November 15th at 6pm in the North Ballroom of the LSC.
2. $10 to attend and need to RSVP by Monday.
3. PLI Credit will be awarded to those that attend that are ASCE Members.

- **Agenda Item:** Shirts Update
  
  **Discussion:**
  1. Order is being placed with Encore.

**Secretary:** (Dan Mogen)

- **Agenda Item:** Finalization of minutes
  
  **Discussion:**
  1. Dan made a motion to approve the minutes for the October 24th officers’ meeting. Sean seconded the motion. At this time, Kristi opened for discussion. As there was no discussion, it was brought to a vote. By a majority vote, the minutes were approved.

**Treasurer:** (Jeremy Begley)

**Discussion:**
  1. CH2M Hill will be providing a sponsorship for the FE After Party.

**Historian:** (Robert Lankford)

- **Agenda Item:** Constitution and By-Laws
  
  **Discussion:**
  1. Proposed changes have been compiled and we will go through them.
  2. Change to By-Laws Article I to correct the numbering of sections 4, 5, 6, and 7 to remove duplicates.
     a. Vote approved.
  3. Change to By-Laws Article I, Section 5a to “In the absence of the President and Vice President, a quorum of officers may elect temporary Chairpersons to serve until duly elected officers are again present.”
     a. Vote approved.
  4. Change to By-Laws Article I, Section 6a to “Any officer that is found to be neglecting their duties or found to be a liability to ASCE at CSU may be removed.”
     a. Vote approved.
  5. Change to By-Laws Article I, Section 5b to “To remove an officer, the committee of officers elected by the President must vote by secret ballot, with a ¾ vote among all officers removing the officer from his/her position. If the President is the officer to be considered for removal, the Vice President will select committee members.”
     a. Vote approved.
6. Change to By-Laws Article I, Section 5c to “The officer in question must be informed of the intent to vote for removal more than a week before vote occurs.”
   a. Vote approved.
7. Change to By-Laws Article I, Section 5d to “The officer in question will be allowed to plead his/her case to a quorum of officers in an officer or special meeting before voting takes place, but will not be allowed to be present when vote occurs.”
   a. Vote approved.
8. By-Laws Article I, Section 5e references another section not readily available. Proposed change will be voted on at a following officer meeting.
9. Change to By-Laws Article II, Section 1a to change “CSU ASCE” to ASCE at CSU.”
   a. Vote approved.
10. Change to By-Laws Article II, Section 2a to “Membership in ASCE at CSU shall cease when the student is no longer enrolled in the Colorado State University College of Engineering, or if dues are more than one month in arrears, except upon special arrangement with the membership officer.”
    a. Vote approved.
11. Change to By-Laws Article III, Section 1a from “the organization” to “ASCE at CSU.”
    a. Vote approved.
12. Change to By-Laws Article III, Section 2a to “The Treasurer’s books shall be audited within two weeks prior to the departure of the Treasurer and an impartial person shall make this audit.”
    a. Vote approved.
13. Change to By-Laws Article IV, Section 1a to remove “on the first Thursday.”
    a. Vote approved.
14. Change to By-Laws Article IV, Section 1b from “public speaker” to “ASCE related presentation.”
    a. Vote approved.
15. Change to By-Laws Article IV, Section 1c to “The Vice President will schedule meetings with the Secretary of the Head of the Department of Civil Engineering at Colorado State University.”
    a. Vote approved.
16. Change to By-Laws Article IV, Section 2c to add “the” before President.
    a. Vote approved.
17. Change to By-Laws Article IV, Section 2d to add “the” before President.
    a. Vote approved.
18. Change to By-Laws Article IV, Section 2e to add “the” before President.
    a. Vote approved.

Community Service Chair: (Vaishak Gopi)

Discussion:
1. Fall Cleanup happened on November 3rd.
   a. 6 people from ASCE participated.
   b. Went to two houses and helped with cleanup there.
   c. Pictures were taken and will be provided so they can be posted to the website, newsletter, etc.
Activities Chairs: (Tyler Lund)

Discussion:
1. No comments at this time.

Freshman Liaison: (Sydni Gurnett)

Discussion:
1. No comments at this time.

COMMITTEE REPORTS

Membership Committee Chair: (Jake Leins)

Discussion:
1. New membership forms are being processed weekly.
2. There are approximately 300 students on the distribution list out of 700 Civil Students on campus.
   a. Would like to shoot for a percentage of the members
3. Problems with email addresses and members not receiving emails.
   a. Forward any problems with emails to Jake and he will address getting them corrected.
   b. Will have an email sent out to the student body have anyone not receiving ASCE emails contact Jake to resolve the issue.

Conference Committee Chair: (Luke Whalen)

- Agenda Item: First Mailer for Conference

Discussion:
1. Initial information has been received about this year’s conference that will be taking place the first weekend in April in Logan, Utah.
2. Dr. Mahmoud will attend if possible.
   a. Don will attend in his place if necessary.
3. Need to prepare a presentation about the school for the opening night.
4. Will be registering to participate in all competitions including bridge, canoe, papers, canstruction, mystery design, and predesign.
Steel Bridge Chair: (Tony Grasso)

- **Agenda Item:** Steel Bridge Team

  **Discussion:**
  1. Need to pay for materials at the mill.
  2. Proposals are being sent out with letterhead and a picture of last year’s bridge with the team.
  3. Tour of Rocky Mountain Prestress is being tentatively planned for the first Monday of semester break.

Fundraising Chair: (Nicole Hodges)

- **Agenda Item:** SLiCE

  **Discussion:**
  1. Will attend Officer Orientation Meeting next week.
  2. Continuing to work on getting involved in the community service events.

**UPCOMING MEETING(S) AND EVENTS**

- **STEM Night**
  ✓ Thursday, November 8th from 4:30 to 7pm at Shepardson Elementary

- **Joint General Meeting**
  ✓ Thursday, November 15th at 6pm in the LSC North Ballroom

- **Officers’ Meeting**
  ✓ Wednesday, November 28th at 7:15pm in the Civil Engineering Conference Room

- **Officer Elections**
  ✓ Thursday, November 29th

**ACTION ITEMS**

- **ALL OFFICERS**
  ✓ Office Hours!
  ✓ Read over Section 4 of the By-Laws.

- **Kristi**
  ✓ Fill out an activity form for the Grad Student Panel
  ✓ Fill out an activity form for STEM Night
• Sean
  ✓ Fill out an activity form for September General Meeting & Resume Rush
  ✓ Fill out an activity form for October General Meeting
  ✓ Fill out an activity form for Golf Tournament

• Dan
  ✓ Submit a copy of the minutes from the November 7th meeting to all officers so they can be revised
  ✓ Work on the Annual Report

• Kirsten
  ✓ Update website and calendar

• Jeremy
  ✓ Reimbursements

• Cory
  ✓ Update ASCE Bulletin Board
  ✓ Rearrange awards display in the hallway

• Robert
  ✓ Make revisions to Constitution and By-Laws

• Vaishak
  ✓ Fill out an activity form for Career Fair (September 27)

• Tyler
  ✓ Fill out an activity form for Webelos Engineering Badge Day

• Jake
  ✓ Have Linda send an email out to the student body to have people contact Jake if they are not receiving emails from ASCE
  ✓ Process new member forms

• Tony
  ✓ Steel Bridge

• Andrew
  ✓ Concrete Canoe

• Richie
  ✓ Work with Dr. Thornton on Concrete Canoe

• Nicole
  ✓ Fill out an activity form for the Involvement Fair
  ✓ Keep working with SLiCE
• Sydni
  ✓ Get the freshmen involved

End of Minutes