

INTERNATIONAL SOCIETY FOR CONCRETE PAVEMENTS

**10130 Maxine Street
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MEMORANDUM

To: Officers and Friends of ISCP
From: Ernie Barenberg and Shiraz Tayabji

Enclosed are the minutes from the January 14, 1999 meeting held at the Marriott Wyndham Hotel, Washington, DC. Please advise us of any corrections to the minutes as soon as possible so that we can correct the official record of the meeting.

As discussed at the meeting and as indicated in the minutes, the following are the planned near-term activities of the Society:

1. Finalize the list of the Board of Directors - A questionnaire has been mailed out to the individuals on the proposed list of the Board of Directors. Based on responses, a final list of the Board of Directors will be established. The Executive Committee and the Board of Directors will serve for an initial period of 1 year ending January 31, 1999.
2. Establish the following Committees (using members of the Board of Directors):
 - a. Constitution and By-Laws Committee - The committee will finalize the Constitution and By-Laws in accordance with recommendations made at the January 14, 1999 meeting.
 - b. Nominations Committee - The committee will develop a slate of Officers (Executive Committee and Directors) for the ballot to be held during November 1999 and for subsequent quaternary election of officers.
 - c. Membership Committee - The committee will oversee membership needs and support the work of the Secretary for recruiting new members.
 - d. Publicity Committee - The committee will identify appropriate directions for publicizing the Society and support the work of the Secretary in areas related to publicity campaigns.
 - e. International Conference Committee - The committee to be headed by the President will coordinate activities related to the International Conference on Concrete Pavements Technology. The committee's first task will be to coordinate the next International Conference with Purdue University and other sponsors (including FHWA).
3. Incorporate the Society - As soon as the Board of Directors list is finalized and the Constitution and By-Laws are revised, the Society will be incorporated. The State to be incorporated in will be determined soon.

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The Executive Committee and the other committees will hold several meetings during 1999. To support the activities of the Society during 1999, it is planned to seek contributions from Friends of the Society and interested organizations after the Society is incorporated and appropriate financial management procedures are put in place. The membership fee will be initiated as of January 1, 1999.

Please feel free to provide any suggestions or feedback to us. Your support of the Society is greatly appreciated. We are sure that with your support, the Society can be very successful in bridging the gap between current knowledge and needed technological advances to provide cost-effective longer lasting concrete pavements.

**Annual Meeting of The International Society For Concrete Pavements
Held January 14, 1999, at the Marriott Hotel, Washington, DC**

MINUTES

Shiraz Tayabji opened the meeting at 8:00am. The meeting agenda previously distributed is attached.

1. INTRODUCTION

- Attendees introduced themselves. The following attended the meeting (see attachment).

2. APPROVAL OF MINUTES

- Minutes of the 1998 annual meeting were distributed and approved without discussion.

3. STATUS REPORT

- Shiraz Tayabji reviewed the agenda for the subject meeting.
- Tom White proposed to add Purdue Concrete Conference - year 2001 as an agenda item.
- Shiraz Tayabji provided status of the organizational activities during the previous year. The Society objectives were reviewed.

4. CONSTITUTION & BY-LAWS

- Copies of the proposed Constitution and By-Laws were provided to all attendees and Shiraz Tayabji led the discussion on each article. The recommendations by the attendees are shown on the attachment. In addition, following are the comments by attendees:

PROPOSED CONSTITUTION

- Article 1 - Tom White suggested adding word “analysis” along with “Design.” Shiraz Tayabji stated that the Society will be incorporated soon.
- Article 3 - Jim Mack questioned whether the organization members of the Society would have one vote. Shiraz Tayabji’s response was that the Society will be a grass root organization and therefore the organization should have one vote similar to individual members.
- Article 6, Section 3 - A recommendation was made to add “the Board of Directors may from time to time review the Constitution and By-Laws and recommend changes.”

- A recommendation was made to use the words “members in good standing” in lieu of “active members.”

PROPOSED BY-LAWS

- Article 1 - Several attendees said that 8 year term for Executive Committee membership was too long. Shiraz Tayabji responded that membership continuity is necessary but we should provide opportunity for everyone to serve on the committee.
- Article 2 - Fee structure for membership was discussed. It was suggested that \$25.00 individual membership fee and \$1,000 organizations membership fee may be appropriate.
- Tom Pasko stated that student members should not have votes.
- Article 3, Section 1 - “60 days notice” in lieu of “30 days notice” was suggested.
- A question was raised with regard to membership fee for somebody joining the Society in mid-year. Shiraz Tayabji suggested that this issue be settled later.

1. ELECTION OF MEETING FACILITATOR

- Shiraz Tayabji was unanimously selected as the meeting facilitator.

2. ELECTION OF INTERIM SLATE OF OFFICERS

- Shiraz Tayabji presented the following slate of officers.

President	-	Paul Teng
1 st Vice President	-	Mike Darter
2 nd Vice President/Secretary	-	Shiraz Tayabji
Treasurer	-	Larry Cole

A number of names for Directors were recommended.

- Paul Teng declined to serve as President and suggested that FHWA’s legal experts will need to be consulted to see if FHWA representatives can serve as Directors.
- Tom Pasko and others declined to serve as President.
- Ernie Barenberg was nominated and he accepted a one year term as President.
- Mike Darter was proposed for First Vice President. Shiraz Tayabji will discuss with Mike Darter regarding his election.

- Larry Cole was nominated and he accepted the Treasurer position.
- Shiraz Tayabji was nominated and he accepted the Second Vice President/Secretary position.
- Ron Hudson stated that the experience from the “Asphalt Conference” has taught some lessons and we should consider additional persons specifically to run conferences.
- After much discussion Ted Ferragut made a motion that the entire list of Board of Directors should be accepted for now and Tom White seconded the motion. The motion was passed unanimously. Additional names were added to the proposed list of the Board of Directors.
- Tom White questioned the status of those nominated but not present at the meeting. Shiraz Tayabji said that unless the absentee nominees express their interest in serving, their names will be taken off the list.
- A motion was made to nominate Dan Zollinger and Ted Neff as Directors.
- Ron Hudson made a motion regarding the term of Directors (attached). Shiraz Tayabji and Ron Hudson read the motion. The motion was seconded by Tom Pasko and passed unanimously. The motion was as follows:

A slate of Directors shall be elected for this group for 1 year of indeterminate number. The Secretary shall contact each elected Director for written verification of their acceptance within 6 weeks. Those signifying their willingness to serve will become the first year Board of Directors. A permanent Board with appropriate 1, 2, 3, or 4 year terms will be elected by written ballot in November and take office in January.

- Tom Pasko suggested that his recommendation (attached) be included in letters to proposed Board of Directors. His recommendation was as follows:

When you send out letters to the nominees, please emphasize that it will be:

- a. A working position.*
- b. Require attendance.*

Also, request (if the nominee agrees to serve) a 2 or 3 sentence/line biographical sketch.

- It was agreed that a nomination committee should consider all the names proposed as Directors and decide on twelve (12) Board Members.

3. ASSIGNMENTS TO THE BOARD AND OFFICERS

- Ernie Barenberg working with the Executive Committee and the Board will undertake this activity.
- Ron Hudson stated that an Executive Committee of four is too small. An additional four or five members from the Board should be added to the Executive Committee and appropriate changes be made in the constitution

8. PLANNING FOR THE INTERNATIONAL CONFERENCE

- Terry Sherman stated that we need to continue support for the Purdue Conference.
- Jon Mullarky suggested that the Board needs to make sure that the Conference Organizer is experienced.
- Tom White stated that the Purdue Conference can be at locations other than Purdue University. Shiraz Tayabji expressed that the next International Conference should be at a venue that will be attractive to both North American as well as overseas participants.
- Paul Teng stated that he has received a letter requesting support from FHWA for the next Purdue Conference from Tom White. FHWA has supported Purdue Conferences in the past but FHWA cannot support two International Concrete Pavement Conferences.
- Ernie Barenberg will appoint an International Conference Committee for the current cycle.
- Tom White stated that the next Purdue Conference is slated for Year 2001 and usually this conference is in Spring.
- Ted Ferragut stated that Purdue University has always been open to making changes in the conference format.

9. OTHER SOCIETY BUSINESS

- Shiraz Tayabji expressed concern that if the Society does not provide a leadership role in managing the International Conference and the Purdue Conference is organized independently of the Society, then there may not be strong justification for the Society to exist and that the society may not be able to sustain public interest.
- Jim Grove suggested that long range technology transfer should be the Society's goal. The International Conferences will be one of the several items that will help achieve in this technology transfer goal.
- Ted Neff suggested that the Society start with the goal of organizing an

International Conference but the vision of society needs to be broader.

- John Potter stated that International Conference sponsored by the Society was a good idea. The PIARC Conferences on Concrete Pavement Technology are held on 4-year cycle in Europe and are organized by 4 to 5 person groups.
- Tom White stated that a small group needs to decide where and how to do the next International Conference. Ernie Barenberg stated that his Committee will work with Purdue University, FHWA, and other sponsors to develop plans for the next U.S.-based International Conference.

10. NEXT MEETING

Shiraz Tayabji stated that Ernie Barenberg as President is now in charge and will decide on the next meeting (preferably within a year from now).

The meeting adjourned at 12:00 noon.

Minutes were recorded by Mr. Suneel Vanikar.

Respectfully Submitted,

Shiraz D. Tayabji, Ph.D., P.E.
Second Vice President and Secretary

cc: Ernest Barenberg, President, ISCP
Mike Darter, First Vice President, ISCP
Larry Cole, Treasurer, ISCP
Nominated Board of Directors of ISCP
Friends of ISCP

Attendance List
ISCP Meeting January 14, 1999

Suneel N. Vanikar, FHWA, Washington, DC
Tom Pasko, Retired, Annandale VA
Ted Ferragut, TDC Partners, Washington, DC
David W. Pittman, U.S. Army Corps of Engineers, WES
Sandro Rocci, Universidad Politecnica De Madrid, Spain
Jean-Pierre Christory, LROP, France
Ted Neff, Peak Management Assoc., St. Charles, IL
John Potter, TRL, United Kingdom
Juan Pablo Covarrubias, Instituto Chileno del Cemento y del Hormigón, Chile
Charles Churilla, FHWA, LTPP Division, McLean, VA
Paul Teng, FHWA, Washington, DC
Jim Grove, Iowa Department of Transportation, Ames, IA
Jan Van Der Vring, CROW, The Netherlands
Amir N. Hanna, NCHRP/TRB, Washington, DC
Larry Cole, ACPA, Skokie, IL
John Anderson, PBS&J, Orlando, FL
Ernest J. Barenberg, University of Illinois-retired, Urbana, IL
Jamshid Armaghani, Florida DOT, Gainesville, FL
Thomas D. White, Purdue University, West Lafayette, IN
Will Hansen, University of Michigan, Ann Arbor, MI
Terry W. Sherman, U.S. Army Corps of Engineers, Omaha, NE
Bill Dearasaugh, TRB, Washington, DC
Chung Wu, LAW-PCS, Beltsville, MD
Kees Nye, CROW, The Netherlands
W. Ronald Hudson, University of Texas, Austin, TX
Roger M. Larson, FHWA, Washington, DC
David Stokes, FMC Corp
Shreenath Rao, ERES Consultants, Champaign, IL
L.C. Duchesne, Demix Construction, Longueil, Quebec, Canada
Keith Herbold, FHWA MRC
David Peshkin, Applied Pavement Technology, Inc.
Jim Mack, ACPA, Skokie, IL
Jim Crovetti, Marquette University
Neeraj Buch, Michigan State University, Lansing, MI
Karen Clowers, Kansas Department of Transportation, Topeka, KS
Jeff Roesler, University of California-Berkeley, CA
Dan Zollinger, Texas A&M University, College Station, TX
Ying-Haur Lee, Tamkang University, Taiwan
Stephen W. Forster, FHWA, R&D, McLean, VA
Jon Mullarky, FHWA, Washington, DC

**Annual Meeting of the
International Society for Concrete Pavements
Marriott Hotel, Balcony C
Thursday, January 14, 1999, 8:00 am**

AGENDA

Continental Breakfast (8:00 am to 8:30 am)

1. Welcome and Introductions
2. Approval of Minutes
3. Status Report – Shiraz Tayabji
4. Articles of Incorporation (Constitution and By-Laws) – Shiraz Tayabji
5. Election of Meeting Facilitator
6. Election of Interim Slate of Officers
 1. President
 2. Vice President and Secretary
 3. Treasurer
 4. Board of Directors
7. Assignments to the Board and Officers
 1. Incorporation
 2. Membership Drive
 3. Seed Funding Drive
 4. International Conference
 5. Marketing/Publicity Campaign
 6. Cooperative Arrangements with National (North American) and International Organizations
8. Planning for the International Conference
 1. Task Force
 2. Conference Theme
 3. Preliminary Minute Dates and Location
 4. Announcement for Papers
9. Other Near Term Society Activities
10. Other Society Business
11. Other Discussion
 1. TEA-21 Concrete Pavement Research Program Update – Paul Teng
 2. ACPA Concrete Pavement Research Foundation Update – Larry Cole
 3. Reports for allied organizations
12. Next Meeting
13. Adjournment

Note: The meeting will start at 8:00 am. If we cannot finish by about 1:00 pm, we will take a short lunch break at about noon and reconvene and continue until about 3:00 pm.

International Society for Concrete Pavements

CONSTITUTION

ARTICLE 1 – Name and Purpose

Section 1 – The name of the Society is “International Society for Concrete Pavements”.

Section 2 – The purpose of the society shall be to further engineering and technical education, scientific investigation, and research in all areas related to the design, materials, construction, maintenance, rehabilitation, and management of [hydraulic](#) concrete pavements. The Society shall organize the efforts of its members for a non-profit, public service in gathering, correlating, and disseminating of information. The Society’s efforts shall promote improved technology and technical competence to improve concrete pavement performance and durability in a cost-effective manner.

In pursuing the Society’s purpose, one specific activity of the Society will be to hold an International Conferences on the [Analysis](#), Design, Construction, and Rehabilitation of Concrete Pavements at a regular interval.

The Society shall also support other international activities to [advance the State of Practice and](#) ~~promote the application of technologies~~ to improve concrete pavement performance.

ARTICLE 2 – Language

The official language of the Society is English.

ARTICLE 3 – Membership

Section 1 – A Member of the Society shall be a civil engineer, a ~~civil~~ engineering student, or other person similarly qualified in another branch of engineering or in an allied profession, who is actively involved in the [analysis](#), design, construction, maintenance, and ~~or~~ rehabilitation of concrete pavements.

Section 2 – Membership in the Society shall consist of several classes as defined by the By-Laws.

Section 3 – Each member in good standing shall be entitled to one vote on each matter submitted to the membership for vote.

Section 4 – Applicants shall be admitted to membership in the Society in such manner as the By-Laws may from time to time direct.

ARTICLE 4 – Nominations and Election of Officers

Section 1 – The Officers of the Society shall be a President, a First Vice President, a Second Vice

President/General Secretary (combined position), a Treasurer, and twelve (12) Directors. The Officers shall include a representatives drawn from each of the following organizations/entities:

1. Federal Highway Administration.
2. U.S., Canadian, and Mexican State and Provincial Non-Federal Public Highway Agencies.
3. Transportation Research Board.
4. Academia.
5. Consulting Engineers.
6. Contractors.
7. Concrete Producing Material Supplies.
8. Non-North American Member (~~European~~).
9. ~~Non-North American Member (Central and South American)~~ Trade Associations.

Section 2 – The Officers of the Society shall be elected from the membership of the Society. The Officers shall have at least ten years of professional experience in concrete pavement technology.

ARTICLE 5 – Government

Section 1 – The President, the First Vice President, the Second Vice President/General Secretary, the Treasurer, and the Directors shall constitute the Board of Directors in which the government of the Society shall be vested, and who shall be the Trustees provided by the laws under which the Society is organized.

Section 2 – The term of the office shall be as provided for in the By-Laws.

Section 3 – The President shall serve as the Chairman of the Board of Directors.

Section 4 – The day-to-day management of the Society will be the responsibility of the Executive Committee consisting of the President, the First Vice President, the Second Vice President/General Secretary, and the Treasurer and three at large members from the Board.

Section 5 – The President may establish Committees with powers and duties as he/she shall see fit. However, the establishment of such Committees shall be approved by a simple majority of the Board within 60 days of establishment of such Committees.

ARTICLE 6 – Amendments

Section 1 – Amendments to the Constitution may be proposed by any member in writing to the Secretary of the Board of Directors sufficiently in advance of a special or regular meetings so as to have them included as an item on the circulated Agenda and Notice of the meeting. The proposal shall include the names of at least 25 active members who support the proposed amendment. The proposal shall be balloted by mail by the entire membership. The proposal shall be adopted if approved by a two-thirds vote of returned ballots by the active members. The approved proposal shall be adopted at the next meeting of the Board.

Section 2 – Amendments to the By-Laws shall be made by majority vote of the Board of Directors.

ARTICLE 7 – Dissolution

Section 1 – Upon Dissolution of the Society, the assets then remaining shall be conveyed to another organization having similar character of purpose as the Society. The Board shall identify such an organization.

International Society for Concrete Pavements

BY-LAWS

ARTICLE 1 – Officers

Section 1 – The Executive Committee consisting of the President, the First Vice President, the Second Vice President/Secretary, and the Treasurer, and the Directors will be elected by letter ballot from a slate of nominees proposed by a nominating committee appointed by of the Board of Directors. The slate of the committee shall represent the international nature of the Society and all sectors of the concrete pavement industry. Members may also write-in themselves as candidates.

Section 2 – The term of the Officers shall normally be 4 years with one-half replaced every 4 years.

Section 3 – The officers elected for the initial term may serve for a period of less than four years.

Section 4 – Normally, the term of service for Officers shall end at the conclusion of the International Conference on Concrete Pavement Technology, normally planned to be held every four years. The First International Conference may be held at a time and place approved by the Board of Directors.

Section 5 – An Officer who resigns or is no longer able to serve his term may be replaced by an ~~eligible~~ member in good standing by an action of the Board of Directors.

Section 6 – An Officer shall not serve more than two consecutive terms.

ARTICLE 2 – Membership

Section 1 – The membership categories shall be as follows:

1. **Student Members** – Full time undergraduate or graduate students in civil engineering or related field of study.
2. **Members** – Professionals who are or have been actively involved in improving concrete pavement technology through or involved in analysis design, construction, evaluation, maintenance, rehabilitation, or ~~and~~ management of concrete pavements.
3. **Organizational Members** – Organizations including government agencies, non-profit agencies, engineering firms, contractors, trade associations, universities, material suppliers, and other agencies who are committed to improving ~~deeply involved in~~ concrete pavement technology and are willing ~~able~~ to financially support the Society.

4. **Honorary Members** – Members who have provided exemplary service to the Society or to improvement of concrete pavement technology. Honorary Members shall be elected by vote of the Board of Directors.

Section 2 – Fees shall be as follows:

Student Members – U.S. \$25.00 per year
Members – U.S. \$50.00 per year
Organizational Members – U.S. \$1,000.00 per year

Section 3 – Annual membership shall be from January 1 to December 31.

ARTICLE 3 – Meetings

Section 1 – The Annual Meeting of the Society, for the transaction of the business of the Society, shall be held at such time and place as the Board may direct. The Secretary shall notify each member in writing of the time and place at least ~~30~~ 60 days in advance of the meeting.

Section 2 – Regular meetings of the Board of Directors shall be held at the time of the Annual Meeting of the Society, and as often as directed by the Board.

Section 3 – Regular meetings of the Executive Committee shall be held at the time of the Annual Meeting of the Society, and as often as directed by the President.

Section 4 – Special meetings of the Society may be called by the President, or in his/her absence, by the First or the Second Vice President, or upon written request of a majority of the Board of Directors.

ARTICLE 4 – Rules of Order

Section 1 – All meetings of the Society shall be conducted in accordance with *Roberts Rules of Order*.

ARTICLE 5 – Conferences and Workshops

Section 1 – An International Conference on Concrete Pavement Technology shall be held at least once every four years.

Section 2 – The location and time and registration of the International Conference shall be approved by the Board of Directors.

Section 3 – The First Vice President shall chair a Committee to plan and host the next International Conference.

Section 4 – Other conferences and workshops may be held as directed by the Board of Directors.

ARTICLE 6 – Publications

Section 1 – The Society shall publish the proceedings of the International Conference.

Section 2 – The Society shall distribute to the membership an Annual Report documenting the achievements during the year and summarizing the Society's financial information.

Section 3 – The Society may undertake other publications as directed by the Board of Directors.