



International Society for Concrete Pavements, Inc.

Minutes of the Board/Membership Meeting Thursday, January 15, 2004, 8:00 a.m. Marriott Hotel, Washington, DC (Reviewed, corrected and approved Jan 8, 2005)

The meeting was called to order at 8:10a by President Shiraz Tayabji and everyone introduced themselves while the meeting agenda was distributed. Shiraz requested any additions/adjustments to the meeting agenda (there were none).

President's Report – Shiraz Tayabji

The Society is in good shape. Secretary-Treasurer Mark Snyder provided a brief update on the Society website. Shiraz mentioned numerous Society activities that are now underway, including:

1. An electronic Society Journal is being discussed (possible posting on the website);
2. Work continues on the formation of International chapters for the Society;
3. Planning for the 8th International Conference has progressed – Purdue U will again be providing management support – Vice-President Dan Zollinger has been working with Nona Schaller of Purdue's Conference Management Service group again (which is good because she knows our expectations and needs) and a formal contract with Purdue has been signed. The location and hotel for the conference has been established (as described by Dan during the Vice-President's Report below);
4. Our preliminary 501c(3) tax exempt status with the IRS is up for review. Mark is providing the IRS with the necessary documents for a final determination of our status.

Late arrivals to the meeting were introduced.

Shiraz called for review and approval of the January 2003 meeting minutes. They were reviewed and approved on a voice vote (m/s Pittman/Kazmierowski).

Secretary-Treasurer's Report – Mark Snyder

Mark presented the secretary-treasurer's report. It was approved on a voice vote (m/s Gerry Krozel/Jim Cable).

Update on Planning the 8th International Conference – Dan Zollinger

Dan Zollinger provided an update on the planning for the upcoming 2005 International Conference. He noted that Mark Swanlund and Cheryl Richter had represented FHWA

on the planning committee, but that Cheryl's position change within FHWA has necessitated her replacement with Tom Harmon. One planning meeting was held in mid-summer during 2003 in Chicago. Two additional meetings were held via teleconferencing. During these meetings, the Denver, CO area was selected for the conference site. Dan and Neeraj Buch visited five convention center/hotels in Denver/Colorado Springs and selected the Sheraton Hotel in Colorado Springs based on availability, pricing structure, rooms, proximity to the airport, and things to do outside the conference. The room rate is \$109 per night for single or double. Still need to negotiate a room rate for attendees who extend their stay beyond the Conference.

Dan brought up the possibility of including a workshop demonstration on concrete pavement instrumentation during the conference. The Sheraton is replacing their tennis courts with a concrete parking lot and is willing to donate \$1000 towards instrumentation of a portion of the parking lot. Shiraz noted that FHWA was also looking into the possibility of having their mobile concrete trailer at the workshop for demonstration purposes.

Workshop discussions and comments followed:

Dan: We really need to engage everyone on board and many ISCP members to make this conference a success. The planning committee will be seeking input and participation.

Tom Harmon: The week currently targeted for the Conference (August 6-10, 2005) conflicts with the AASHTO state material and construction engineers subcommittee meeting, which may affect FHWA, DOT attendance. Dan will check out the possibility of moving the Conference up or back by a week – he will check AASHTO's meeting schedule and the availability of the hotel as well.

Jamshid Armaghani: How will Conference announcements and calls for papers be distributed around the country? Links on the web, distribution at TRB meetings, etc.

John Mullarky: It is important to establish local links for conference through contractors, the DOT, concrete paving association, cement industry, etc.

Rico Fung and Juan Pablo Covarrubias: Noted and discussed the need to have sessions on the 2002 guide.

Neeraj Buch: Described the conference fee structure. Tentative plans are for early registration fees of \$500, regular registration of \$600. Conference budgeting has been based on an assumption of 350 registered participants, 20 exhibitors, some spouses, and about 1/3 of total budget from conference sponsors (e.g., FHWA, ACPA, cement industry, etc.).

Anticipated Conference expenses include a Sunday reception, Monday banquet, printing of conference proceedings and programs, clerical and office support, steering committee

travel (if needed), awards, etc. Steering committee travel thus far has been minimized through the use of teleconferencing.

Ernie Barenberg: Inquired about registration deadlines and the availability of overflow accommodations. Neeraj responded that there is a Doubletree hotel right across the street from the Sheraton.

Jim Cable: How desirable are printed proceedings? Should we just post them on the ISCP website instead? Shiraz responded that conference budgeting has been developed to include the provision of printed proceedings so the cost of printed proceedings is not a concern at this time.

Jim Armaghani: Will there be a reduced rate for State DOT folks? Shiraz responded that there was an FHWA subsidy of the DOT registration rate for the 7th Conference and that DOT employees are usually eligible for the “government rate” at the hotel. The late registration penalty will be waived for DOT employees (i.e., they will be allowed to register at the early registration rate, regardless of when their registration is received) the Sheraton should be able to give DOT employees the “government rate.”

Dan Zollinger provided an overview of Conference plans. Sunday includes: opening reception; “hot topics” workshops on materials, construction, and design (global perspectives); etc. He described the workshop on design as a “hands-on” activity workshop on the 2002 Pavement Design Guide to demonstrate selection of design inputs and parameters for different regions.

Ernie Barenberg: We should consider including FHWA presentations on “highways for life” and “rehabilitation under traffic” because interest in these areas is growing quickly.

Tom Harmon: Noise and Environmental Issues is another area that should be added.

Roger Larson – Don’t address noise and smoothness issues without including safety as well.

Tom Kazmierowski: Presented the challenge concept for new design and rehab projects where workshop participants develop solutions to selected problems and present them in workshop settings. These can be done for airport, highway, municipal, and other settings.

Ernie Barenberg: We could also have different states present their preliminary pavement designs and discuss how they would be impacted by various design procedures.

Tom Harmon: Noted that the FHWA expandable lab will be retrofitted this year as a computer lab for the 2002 Guide.

Mark Snyder: In the context of this discussion, it may be a good idea to reformulate the planning panel with some key people from this meeting.

Ernie Barenberg: Will there be a special fee for workshops? It would be a good idea to require advance registration for the workshops to control their size and ensure their quality.

Katie Hall: A comparative design workshops (e.g., 2002 Guide vs 86 Guide vs the Interim Guide) would be very useful

David Pittman: Airfield topics are not well represented in the proposed Conference schedule.

Ernie Barenberg: We should try to get a better indication of what types of workshops people are interested in and then build the workshop program around that information rather than developing the workshop program and then finding 200 people at some and 2 at others. Perhaps a website survey of ISCP members should be performed.

At this point, a short BREAK was taken.

Dan: I will identify leaders for workshops and will have a posting on website. Dale Harrington is point of contact for workshops.

Dan then continued describing the Conference program:

Monday – Plenary Session, concurrent technical sessions, field construction workshop, CPTP poster session, gala dinner and program.

Tuesday – concurrent technical sessions, CPTP poster session

Wednesday – concurrent technical sessions, working session

Thursday – summary and closure

Ernie Barenberg: Check out the transportation test center about 25 miles south of Colorado Springs as another possible activity.

Various suggestions from other meeting attendees included:

- Have the gala dinner on Wednesday;
- Have a half-day off on Tuesday afternoon and organize at least one group option for the half-day off (e.g., trip to Pikes Peak, etc.).
- There was additional discussion about how many afternoons should be open
- An alternative to two full afternoons off would be to have an early end (say, 3p) on one afternoon.
- The gala has to be on Wednesday night.
- The Conference needs to end at noon on Thursday.

Tom Kazmierowski: We need to establish a local organizing committee to facilitate planning and execution. Contact the local ACPA chapter and DOT officials?

Tom Harmon: Do you have a spousal program? What are things you've seen at a conference that you want to avoid?

Tom Kazmierowski – Need to have dedicated people (e.g., chaperones) for the spousal program.

John Mullarky. Be careful of the paving demonstration. Include Castle Rock or other local folks in the planning and execution.

Tom Kazmierowski. Need to have a speakers breakfast.

Ernie Barenberg: Need to carefully control time on speakers or the last speaker gets screwed. David Pittman suggested developing guidelines for moderators to help control speakers.

Tom Harmon: Whenever comments are recorded and appended to proceedings, that livens discussion. It would require having proceedings available ahead of time (like AAPT does). Juan-Pablo Covarrubias noted that comments and discussion transcripts can be posted on web. Ernie Barenberg agreed that conference papers need to be available in advance for to facilitate good discussion at the meeting.

Lev Khazanovich: Have somebody summarize poster sessions (verbally).

Julie Vandenbossche: We need to add additional people to Norb Delatte's committee to facilitate review of papers.

Tom Harmon: Consider using door prizes to improve early session attendance – attendees get a door prize ticket for being present within the first two minutes of the session, with prizes awarded at end of session (must be present to win!).

Dan Zollinger: There will be poster sessions and exhibitors. Tom Kazmierowski noted the need to have poster sessions and exhibitors located near the near coffee and break areas to ensure good circulation through the posters and exhibits.

Someone suggested that all committee chair names and contact info should be posted on the ISCP website.

Norb Delatte provided an update on the ISCP Editorial Board. Norb indicated that he was leaning towards a 10000 word limit for ISCP papers.

Neeraj Buch: What if paper is available as a preprint for TRB but was not accepted for publication by TRB? General consensus seemed to be that ISCP should accept the paper if the quality was suitable.

Update on ISCP Strategic Plan

Dan Zollinger provided an update on the ISCP 4-year plan. We have had contact and interest expressed in forming ISCP chapters in Australia and Brazil, but we need help in

establishing these chapters (e.g., outside sponsorships, support for regional conferences, establish speaker's bureau, etc.)

Jim Grove: Has contact with George Vorobieff in Australia and can help to establish chapter there.

Tim Smith: Is Canada considered International for the purposes of establishing local chapters?

Juan-Pablo Covarrubias: can take lead on Central/South American development

Julie Vandebossche, Lev Khazanovich, Senadheera, Jose Balbo will head up ad hoc committee on international chapter development.

Chetana Rao volunteered to assist in workshop development for the 8th Int'l Conference.

Dan continued to discuss the 4-year plan with discussion of mid-year workshops.

Ernie Barenberg: Reviewers should consider papers for formal refereed review and inclusion in an ISCP journal in addition to PROCEEDINGS. Discussion followed on possible options – possible length variations for journal vs. proceedings. (i.e., expanded proceedings paper goes to journal)

Ernie Barenberg: Need to give thought to what direction the ISCP journal will take. Who is the audience? Technical journal, directions to contractors, etc?

Norb Delatte: ASCE went to practical paper periodicals because journals were becoming too technical and only of interest to authors.

Julie Vandebossche: How many DOT people will submit to this type of publication? The main reason many DOT people submit papers is to provide justification for attending the conference or function. Lev Khazanovich agreed that this is true for many consultants as well.

Katie Hall: The ISCP mission is to further develop sharing of info on concrete pavements and that should influence the editorial board view of who the target audience is – not necessarily where academics can publish their stuff.

Jim Mack: Why not act like a clearing house instead of being a competing journal?

Dan Zollinger: Continued 4-year plan discussions with mention of need for a part-time ISCP administrator. Mark Snyder responded that this is not necessary yet, but may be in the near future as all of these planned activities begin to happen.

Tim Smith: Question on membership fees for international membership. Mark Snyder responded that the membership dues structure remains the same for 2005 and will include a credit on 8th International Conference registration fees.

Mark Snyder: Encouraged website forum participation on discussion items from this meeting.

Mid-year board/member meeting in Chicago on July 15 afternoon (tentatively). Next Annual member/board meeting at TRB in January 2005 on Thursday morning again!

The meeting was adjourned at 11:10a.