

THE INTERNATIONAL SOCIETY FOR CONCRETE PAVEMENTS

Minutes of the Board/Membership Meeting

Thursday, January 16, 2003 8:30 a.m.

Balcony B, Marriott Hotel, Washington, DC

(Draft – not yet reviewed or approved)

President Tayabji opened the meeting at 8:30a. Members and guests in attendance are listed in the attached attendance record.

President Tayabji asked for a moment of silence in memory of Bill Cape, who passed away in 2002, to recognize Bill's contributions to the Society and the Board.

Introductions of all attendees followed and an attendance sheet was distributed.

President Tayabji directed the attendees to read through the agenda and January 16, 2002 meeting minutes while he provided opening remarks and the President's Report.

President's Report:

President Tayabji presented lists of the current Officers and members of the Board of Directors. He summarized the close-out of the 7th Int'l Conference finances – ISCP received \$11.7k for 2001 dues and \$12.8k conference income from Purdue. Leftover conference proceedings are currently being sold through the American Concrete Pavement Association (ACPA) on their website; ISCP and ACPA are equally splitting the proceeds of these on-line sales. President Tayabji noted that, before selling the proceedings through ACPA, early excess copies of the proceedings were distributed for free (for shipping charges only).

President Tayabji presented nomination and election details for the membership category "Honorary Member" (as discussed and set up at the September 2001 board meeting). He then listed ISCP's Honorary Members.

He then outlined the near-term future plans for the ISCP, including:

- Implement Strategic Plan
- Develop Society Website
- Produce or adopt a society Journal
- Investigate possibility of installing regional society chapters
- Sponsor "Mid-Term" Workshops (possibly in early 2004)
- Organize 8th Int'l Conference (tentatively scheduled for mid-2005)
- Mid-Year (2003) Executive Officers/Board meeting
- Jan 2004 Board and Open Meetings (TRB week)

President Tayabji then outlined a few of the specifics concerning the Strategic Plan being proposed:

- Discussion of the ISCP mission
- Proposed changes in the Constitution and By-Laws (to be discussed and voted on later)

- Discussion of expanded ISCP Activities (specifically, putting on 4-year international conferences, possible intermediate 2-year cycle workshop sessions/mini-conferences, having annual open board meetings, having an active web site, having a journal venue for peer-reviewed high-quality publications, having an electronic newsletter, and other activities that will encourage membership and foster international representation)
- Discussion of the possible need for an ISCP Secretariat

He also briefly introduced topics for consideration for the 8th International Conference, including the formation of a Conference Steering Committee (headed by Dan Zollinger), that the Conference was tentatively scheduled to be held between May and September in a location to be determined, and that the format will be similar to that of the 7th International Conference with the possibility of having additional concurrent workshops.

At the conclusion of the President's report, Tom Kazmierowski moved to approve minutes of the January 16, 2002 meeting and Jim Grove seconded the motion, which was unanimously approved on a voice vote.

Secretary-Treasurer's Report:

Mark Snyder presented the secretary-treasurer's report.

The current membership (as of January 15, 2003) totals 365 (including all 2001 members and some recent additions), with membership broken down as follows: 102 government, 17 contractor, 60 materials and equipment suppliers, 30 trade association, 45 academic, 71 consulting engineers, 3 corporate members, 6 students and 31 others).

Mark reported having \$27,746.12 on hand (in checking and checks received but not yet deposited), with the only pending liabilities being relatively minor for postage, meeting room expenses, website development and hosting charges, etc.. He indicated his intention of moving \$20,000 of this into an interest-bearing 3-to-6-month renewable certificate of deposit.

He then delivered a greeting from Ad van Leest (CROW) and provided details on the upcoming CROW workshop to be held in Istanbul, Turkey in April 2003. Shiraz described the CROW workshop and PIARC conference in more detail.

Mark then outlined plans for a new ISCP website (www.concretepavements.org), which would eventually feature:

- Electronic newsletter, meeting announcements, and meeting minutes
- Membership lists (w/o contact details unless authorized)
- On-line membership applications
- A calendar of events (including upcoming research projects and workshops) with monthly updates
- A "Help-Wanted" section (for committees, reviewers, etc.)
- Possible on-line submittal of papers for journal
- Links to related websites

This website will be developed by ACPA staff at an estimated cost of \$400, with the annual maintenance and update cost estimated to be about \$725/year.

Report of Liaison members:

Paul Teng described the upcoming PIARC conference in further detail. He noted that PIARC may “piggyback” with TRB for sessions in future years (probably starting next year) to highlight PIARC activities. This was done for one TRB session on asset management this year.

Jean-Pierre Christory presented information on the upcoming Road Innovation Conference being held in Paris in March, 2003.

New Business:

Modifications to Constitution and By-Laws:

Shiraz Tayabji and Dan Zollinger moved the discussion of Constitution and By-Laws revisions up in the agenda to facilitate Strategic Plan discussions by Dan Zollinger. Shiraz distributed proposed revisions to by-laws and summarized key proposed changes:

- eliminate the 2nd Vice-President position
- combine secretary and treasurer positions
- move to a 2-year cycle for officers elections

A discussion of the proposed change in term of officers (from 4 years to 2 years) took place. The general consensus seemed to be to keep the 4-year cycle for election of officers. A vote on the matter was postponed until later in the meeting.

Presentation of Strategic Plan Details:

Dan Zollinger presented the proposed Strategic Plan.

8th International Conference Plans

Dan proposed the establishment of a Conference Steering Committee, chaired by the Vice-President. The conference location would be chosen from 3 or 4 possible locations that would be selected with consideration for easy access to international air travel as well as to “diversionary activities” for society family members.

Candidate conference coordinators were named as follows:

- Session Coordinator – Wil Hansen
- Logistics and Budget Coordinator – Neeraj Buch (with assist by Sec’y-Treasurer Snyder)
- Editorial Review Coordinator – Norb Delatte
- Workshop and Related Activities Coordinator – Dale Harrington
- Sponsorship Coordinator – Shiraz Tayabji (with assist by Sec’y-Treasurer Snyder)

The conference will have both plenary and paper sessions, as well as interactive workshops on Design/Analysis, Rehabilitation and Construction/Materials.

Two meetings are planned for the planning coordinators and steering committee to work from for the year. The first meeting will be in May, with a second later this year when the program announcement comes out. Dan invited each program coordinator to say a few words, which they did. Wil Hansen solicited input for themes, technical sessions,

etc. Neeraj noted that he has contacted 4 possible host hotels in the Phoenix, Lake Tahoe, Denver, and San Francisco areas.

Extensive discussion of possible conference locations followed. Mark Snyder mentioned that representatives of the cement industry have indicated that they might be willing to provide support for having the conference in a foreign location (e.g., Canada or Mexico) if doing so would help to replace FHWA support that would be lost by taking the conference out of the U.S. Gerry Krozel stated that Chicago would be a good candidate location because of the great amount of PCC paving work that will be going on at O'Hare airport and on the Chicago area Interstate network. Jim Mack indicated that New York city would also be a good option for similar reasons. Katie Hall noted the need to consider the cost of hotels at the candidate host sites, as that may significantly impact conference attendance. Jon Mullarky stated that Canada and Mexico are considered foreign travel, which would inhibit travel by the U.S. contingent. It was also observed that NYC hotel rates are too high for serious consideration. Andre Molenaar noted that tourist aspects are important in attracting foreign attendees and observed that San Francisco and Tahoe would be attractive to foreign visitors.

Discussion of International Chapters.

Katie Hall noted that there have been "post-conferences" at Sao Paolo (twice) where selected presentations from Purdue were held off-cycle in the following years. Shiraz Tayabji suggested that local chapters of ISCP should be approved by the ISCP Board and managed independently at the local level. They could collect local/national dues and conduct local seminars with ISCP support. Australia, South Africa and Brazil have already expressed interest in establishing such chapters. It was suggested that Secretary-Treasurer Snyder develop a framework for establishing and affiliating local ISCP chapters.

Discussion of Society Journal

Most discussion centered on issues of editorial control and cost control. What would be the expected circulation of this journal? Enough to warrant an independent publication? Probably not at this time. In regard to the possibility of designating the International Journal of Pavements (IJOP) as the "official" Society journal publication, there was concern about the current (and possible continued) heavy emphasis on asphalt pavement issues in that journal. Francesca La Torre described the Italian experience in devoting a section of an established journal to PCC stuff.

There was also much discussion on the academic aspects of journal requirements. It was noted that even the long-established Transportation Research Record has added "Journal of the Transportation Research Board" as a subtitle in an effort for better academic acceptance. Ernie Barenberg stated that allowable paper length is an issue that should also be addressed in any society journal as arbitrary limits on length (e.g., TRB's 7500-word limitation) can be very frustrating.

The following questions were raised: Does the Society need a journal? Are there other outlets besides IJOP? It was decided that journal-related questions would be a good

website forum topic and that the issue could be addressed more completely at the next board meeting.

Discussion of Secretariat

Dan Zollinger made a case for possible eventual need for an ISCP Secretariat. Jon Mullarky noted that there are organizations out there that will provide “secretariat” or conference-running services. Mark Snyder indicated that we probably haven’t reached the point where a Secretariat is needed or can be justified, but that the day will come if ISCP is successful in implementing most of the goals of the Strategic Plan.

Discussion of Newsletter

It was determined that newsletters would be distributed electronically (by e-mail and posting on the ISCP website).

Establishment of Dues for 2002, 2003:

President Tayabji discussed a proposal by Secretary-Treasurer Snyder that dues collected at the 2001 International Conference be considered payment for 2002 as well as the last portion of 2001 (since no invoices were mailed in 2002 and because ISCP was relatively inactive in 2002). Jim Grove and Gerry Krozel moved and seconded the proposal, which passed on a voice vote.

Constitution and By-Laws Revisions:

President Tayabji entertained a motion to approve the proposed revisions to the constitution and by-laws for vote by the full membership. The motion was made by Ernie Barenberg, seconded by Dan Zollinger and passed by the Board on a voice vote.

Officer Terms:

Gerry Krozel moved that the terms of the current officers be extended to January 31, 2006, with subsequent officers elected to 4-year terms also ending on January 31 to facilitate closing the books on future International Conferences held during the final year of the officer terms. The motion was seconded by Jim Grove and passed on a voice vote by the Board.

Budget for Planning the 8th International Conference:

Gerry Krozel moved that the Board approve expenditure of up to \$10,000 for planning the 2006 (8th International) Conference as described previously by Dan Zollinger, with a per trip expenditure limitation of \$750 per person. Juan Pablo Covarrubias seconded the motion, which was approved by the Board on a voice vote.

Miscellaneous:

Dan Zollinger stated that he and Neeraj will solicit input on the 8th International Conference location on the website forum.

Jim Grove noted that TRB may establish summer mid-year meetings in 2005 and asked whether ISCP should schedule a mid-year workshop to coincide? Some discussion followed and it was decided to wait and see if interest develops.

Shiraz Tayabji asked whether there should there be a mid-year board meeting in 2003? There appeared to be no immediate need, but members were open to the idea if it would be productive and timely. Shiraz also offered time/date options for the 2004 Annual ISCP meeting at the 2004 Annual Meeting of the Transportation Research Board. A vote will be taken on the website to determine the preferred meeting time.

President Tayabji adjourned the meeting at 10:30 a.m.

Respectfully submitted,
Mark B. Snyder, Secretary-Treasurer

Attendance Record
Board of Directors and General Membership Combined Meeting
January 16, 2003

<u>Name</u>	<u>Affiliation</u>
Mark B. Snyder	Concrete Paving Association of Minnesota
Shiraz D. Tayabji	Construction Technology Laboratories
Dan Zollinger	Texas A&M University/TTL
Tom Kazmierowski	Ministry of Transportation – Ontario, Canada
Jean-Pierre Christory	FHA France LROP
Gerry Krozel	Prairie Material
Jim Crovetti	Marquette University
Nancy Whiting	Minnesota Department of Transportation
Stephen W. Forster	Federal Highway Administration
André Molenaar	Delft University, the Netherlands
Francesca La Torre	University of Florence, Italy
David W. Pittman	U.S. Army Corps of Engineers
Paul Teng	Federal Highway Administration
Will Hansen	University of Michigan
Askok Gurjar	Embry-Riddle Aeronautical University
Roger M. Larson	Applied Pavement Technology
Juan Pablo Covarrubias	ICH – Chile
Jim Grove	Iowa DOT
Jamshid Armaghani	Florida Concrete and Products Association
Norb Delatte	University of Alabama-Birmingham
Neeraj Buch	Michigan State University
Ernest Barenberg	University of Illinois
Lev Khazanovich	ERES Consultants, Inc.
Jiwon Kim	Korea Highway Corp.
Greg Halsted	Portland Cement Association
Tom Burnham	Minnesota DOT
Nasir Gharaibeh	ERES Consultants, Inc.
Jon Mullarky	SALUT – FHWA
Jacob Hiller	University of Illinois
Julie Vandebossche	University of Pittsburgh
Jim Mack	ACPA – NE
José T. Balbo	University of São Paulo
Reid M. Knutson	Wisconsin Concrete Pavement Association
Tim Smith	Cement Association of Canada
Katie Hall	ProTech Engineering
Rico Fung	Cement Association of Canada