

ISCP Board of Directors Meeting
Minutes
Monday, July 12, 2004, 1:00 PM
Hampton Inn, Illinois Room
Skokie, Illinois

The meeting was called to order at 1:15p by President Shiraz Tayabji and everyone introduced themselves while the meeting agenda was distributed. Attendance roster is attached in Appendix C. Shiraz requested any additional adjustments to the meeting agenda and there were none. There was a 5-minute pause allowed for the review of the January 2004 meeting minutes; Jerry Voigt moved to accept the minutes and Mike seconded the motion.

President's Report: Shiraz Tayabji

The Society remains in good shape financially. Several items of discussion were introduced that were to be the focus of the board meeting. Those include:

1. Any re-shaping of the vision of the society and future direction should be considered
2. The type of journal to be published by the Society
3. What is the present status of the planning for the 8th conference to be held in Colorado Springs, Colorado?

Secretary and Treasurer Report: Shiraz Tayabji (for Mark Snyder)

1. Membership stands at 109 members including 10 honorary members, with a good international composition (various countries of membership were read off)
2. Financial status of the Society is healthy
 - a. 501 © (3) tax status of the society was reaffirmed by IRS
 - b. \$100 discount of the conference fees will be provided for the members; members can join as part of the conference registration but the discount will actually be applied to the membership dues for 2004 and 2005. A similar discount will be offered for early registration.
 - c. Money is being carefully managed to support the planning of the conference
 - d. Sources of funds are mainly derived from membership dues
 - e. Expenses are minor and mainly consist of the website management fees and meeting costs
 - The Society is paying ACPA to manage the website

Update on 8th ISCP Conference: Dan Zollinger

Dan briefly reviewed the entire 8th conference program but indicated that Will Hansen had been putting a lot of time in the entire program and was going to make a full report in tomorrow's steering committee meeting. Shiraz pointed out that Purdue University will be providing management support – Jason Weiss will coordinate with the civil department on behalf of the Society. Jason is a member of the Editorial Board.

1. Paper Reviews: Norb Delatte
 - a. Purdue will coordinate the collection of the papers
 - b. Reviews will be made by 14 members of the editorial board
 - i. Individual editorial board members will setup individual review groups
 - c. Katie Hall noted that last time ACI, TRB, ASCE, etc. committee chairmen were involved; this should help setup a standard of review which should only be generally described
 - d. Jerry Voigt asked about the number of papers involved; he suggested targeting only 3 reviews per paper;
 - e. Norb noted that the object of the review standard would depend on the number of papers versus slots available to present. He expected the time of review to fall within a 4-week window. Papers should be submitted electronically.
 - f. Ernie Barenberg noted that a standard of review should be established – fall back would be to do a presentation only with publishing; a work in progress can be in a poster sessions;
 - g. Norb also discussed paper awards:
 - i. Best paper award: Eldon Yoder Award
 - ii. Best young author paper awards: Bengt Friberg Award
 - iii. Suggestions for a new award category were discussed. It was noted that the IRS charity classification places financial limits on scholarship awards.
 - iv. Jerry Voigt indicated that the ACPA concrete pavement education foundation, which is a newly formed foundation, may be able to work into the scholarship program. Bill Cape Award will be the first scholarship awarded.
 - v. Jan Olek noted that ACBM had provided 1st, 2nd, and 3rd places for poster sessions with a cash award; Shiraz noted that we could consider a cash award but by involving a third party.
 - vi. Katie Hall noted a need to encourage groups of students to participate; like in teams;
 1. Ernie: identify categories of awards, materials, design, etc.
2. Conference Workshop Plans: Mike Darter (for Dale Harrington – also see handout):
 - a. A need exists to formulate a large promotional effort for the conference; at least as a reminder to attend the conference. “The Road to Colorado Springs” was suggested by Katie Hall to be put on the conference brochure.
 - b. Hard copy of papers should be provided. There was some discussion on this item. Hard copies of the proceedings will be provided if the budget allows it.
 - i. Purdue can do online registration and accept credit cards
 - c. Workshop general overview
 - d. Dale needs to minimize the workshop topics; not more than 2 ideas per workshop at most.

- e. The plan is to setup 4-hour workshops and repeat them during the week
 - f. Lev Khazanovich and Jeff Roesler said they would like to setup a theoretical workshop on fracture mechanics; off site, with a separate registration, invited speakers; that follows the CROW formula.
3. Conference Budget and sponsorship: Dan Zollinger
- a. Industry support will be solicited
 - b. Exhibitors will be solicited
 - c. Sunil Vanikar said the situation with FHWA support will be better defined after the first of the year but that ISCP needs to get in line for the funding requests. It is anticipated that government employee subsidization will be provided. .
 - d. Shiraz pointed out that provision of a hard copy of proceeding will be a continuing item of discussion. Final decision can be made depending on the budget constraints but there is a need to finalize the conference fees. Can raise the fee to cover the hard copy cost.
 - e. Mike Darter again brought of the need for the establishment of a promotion committee
 - i. People that can push the conference with all of the different groups. CROW, PIARC, TRB, ACI, etc.
 - ii. International participation
 - a. Tim Smith pointed out about sending an email to PIARC committee chairman (Tim Smith is a member of PIARC committee as are several others). He also noted that it would be a good idea to provide info on visa requirements to international travelers.
 - f. Mark Snyder and Shiraz are working together on separate funding sources if the federal sources do not pan out. They will also be seeking CRSI and other organizations support this time around.

Summary Reports on Other ISCP Activities

Discussion focused on use of the website and the distribution of information. All info will need to be reviewed by at least one of the society officers. Members are entitled to make recommendation for info to be put up on the site, i.e.

1. Norb Delatte can post info on upcoming conferences or future activities of the editorial board.
2. Society needs to put out a quarterly update. Jake Hiller and Erwin Kohler (graduate students at the University of Illinois) volunteered to undertake that effort.
3. Katie Hall raised the issue of what is the purpose of the website? Discussion suggested that it was to post current information and to provide a discussion forum;

Old Business

This portion of the meeting started off with Shiraz taking a slight detour from the agenda with discussion on major construction projects going on around the world. He referred major reconstruction efforts on-going in India, which is apparently the largest concrete pavement construction effort in the world. Several countries and consultants involved.

1. Katie Hall jumped in with description of reconstruction in Columbia that turned into a major disaster because the subbase was made with a flowable-fill as a base layer as a grade correction. Inner lanes were dedicated to bus traffic.
 - a. Report of failures at the conference would be of interest, perhaps.
2. Norb Delatte referred to ACI/FHWA reconstruction/rehabilitation seminars.
3. Sunil Vanikar pointed out that cement production in China is 6 times that of the US. They had suffered, however, design and construction failures in many different provinces.
4. Mike Darter pointed out quite appropriately that a function of the ISCP Society would be to see and forecast inevitable consequences of poor decisions such as the problems facing the industry with noise on concrete pavements due to surface tining. Who will recognize future problems before they happen? Ride, Noise, and Tining should make a good workshop topic.

Getting back on track: ISCP Journal: Norb Delatte

1. Editorial board makeup and policy – see handout in Appendix A
 - a. Target acceptance rate is anticipated to be the range of 60 to 70%
 - b. Accepted of papers must not have been previously published
2. Jan Olek raised a question regarding whether the policy just described is similar to what other journals use. Is the journal competing with other journals? This issue needs to be clarified.
 - a. Katie Hall asked if high quality papers on concrete pavements are being rejected by TRB? What is the mission of the society and shouldn't the journal be aligned with it?
 - b. Ernie Barenberg pointed that whether the journal is academic or technical, academicians will contribute to it for sure. The question is which ones will be counted for promotion of professors.
3. Mike Darter made a motion to authorize Norb to implement the guidelines and initiate the publication of the journal. Board quorum was not present however to pass the motion. See Appendix D for recommended manuscript review format. The guidelines will be sent to the Board for review and approval.
 - a. Format example was distributed.
 - b. Tim Smith asked about the establishment of a publishing schedule for the 1st volume – which is to be made up of the 6 best papers from the 7th conference.
 - i. Shiraz pointed out that the journal would be electronic. Members will receive at no cost.

- ii. It was pointed out that it would be a good idea to set up a generic email address for the journal editor.
- iii. Registration with the library of congress – Norb will look into setting up a subcommittee to this.

ISCP Expansion – Dan Zollinger

1. Several branches are in the process of being setup. Professor Sanjaya Senadheera of Texas Tech University has been working very hard on this. See the notes in Appendix B. A motion will be prepared for the next board meeting to address the issues he has raised regarding the addition of ISCP branches worldwide.

Next Board Meeting

Mike Darter made a motion to hold the BOD meeting at TRB on Saturday afternoon 2pm, Jan 8th. Katie Hall seconded the motion.

Meeting adjourned at 5:15pm.

Appendix A

ISCP International Journal of Concrete Pavements

Author Guidelines:

1. Papers are solicited on a wide range of topics dealing with concrete pavement innovations in the following areas: pavement analysis, design, and construction; materials and durability; joint performance; different types of pavements and overlays; post-construction evaluation; long term performance, etc. Papers and presentations dealing with emerging topics are also encouraged in the following areas:
 - Acceptance criteria for long-term performance
 - Implementation of mechanistic-based analysis
 - Surface texture for friction and noise reduction
 - Cause and effect of distress development
 - Pavement preservation and cost effectiveness
2. Papers and presentations dealing with all aspects of technology, technology transfer, and forensic topics are encouraged as well. Authors wishing for clarification on the scope of the journal may contact the editor about potential topics.
3. Papers will be submitted, reviewed, and published in camera ready format. Manuscripts will only be accepted electronically, preferably in MS Word format. Contact the editor before submitting papers in other formats.
4. Paper length will be limited to 10,000 word-equivalents. Authors wishing to submit papers of over 10,000 word-equivalents should contact the editor to request an exception to this policy.
5. Papers must address the significance of the work to researchers and/or practitioners, either in the abstract or introduction or in a separate section on "Research Significance."
6. Papers must not have been previously published

Appendix B
Notes on ISCP branch development
Dr. Sanjaya Senadheera, Texas Tech University

According to the Draft 4-Year Strategic Plan of ISCP, Focus Area #2 indicates the following:

- Development of regional activities committees in the US and around the world
- Work under the auspices of the conference steering committee and chaired by the ISCP Vice President
- Each committee consisting of a Chairman and 4 members assigned to the areas of design, rehabilitation, construction and materials
- Specific charge to develop regional workshops and seminars, working with local pavement associations, universities, private and public agencies
- Interface with ACI-325
- Committees
 - 4 in US
 - 3 in Latin America
 - 1 in South Africa
 - 1 in Australia
 - 1 in China
 - 1 in Taiwan
 - 3 in Europe

Here is a list of people I have contacted so far. The first five have responded indicating willingness to take part. I have written to the last two again, and I also wrote to Mehmet Kunt since your e-mail to me.

1. Jose Mora (Mexico)
2. Brian Perrie (South Africa)
3. Tim Smith (Canada) – ISCP Liaison Member
4. Young-Chan Suh (South Korea)
5. Jose Balboa (Brazil)
6. John Cruickshank (Australia and Southeast Asia)
7. Prasad Rangaraju (US)
8. Mehmet Kunt (Cyprus/Turkey)

In addition, I notice that ISCP Board includes the following overseas members. Do you think I should be contacting any of them directly?

Directors:

- Jean-Pierre Christory, FHA France LROP
- Juan Pablo Covarrubias, ICH Chile
- Kathleen Hall, ProTech Engineering, Chile
- Tom Kazmierowski, Ministry of Transportation, Ontario (CAN)
- Andre Molenaar, Delft University (The Netherlands)
- John Potter, TRL Ltd. (U.K.)

Liaison Members:

- José Balboa (Brazil)
- Lorenzo Domenichini (Italy)
- Carlos Joffre (Spain)

- David Jones (BritPave, United Kingdom)
- Adrian van Leest (CROW, The Netherlands)
- Johan Silfwerbrand (Sweden)
- Tim Smith (Cement Association of Canada, Canada)
- George Vorobieff (Australia)

Based on the contacts we have (those who I contacted and those already active with ISCP), we could think of the following branch scenario. I may be too ambitious about this, but I thought this could be a target to shoot for.

- 4 in US (Midwest/Northeast, Southeast, Southwest, West)
- 1 in Canada (Ontario)
- 3 in Latin America (Chile, Mexico, Brazil)
- 1 in South Africa
- 1 in Australia
- 1 in China
- 1 in Taiwan
- 3 in Europe (UK, Netherlands, France, and possibly Turkey, Spain, Italy and Sweden)
- 1 in South Korea

As for the activities leading up to setting up the branches, I can think of the following sequence.

- Set up a branch organizing committee of **XX** members
- Write chapter bylaws
 - Membership (Branch Charter Members, Members, Honorary Members, Affiliate Branch Members (Not members of ISCP), Student Members, Organizational Members)
- Set up chapter dues and finances
- Petition to ISCP to be recognized as a Branch
- Elect chapter officers (Only ISCP members may be eligible to hold branch office)
- Other administrative matters (Chapter location for record keeping, incorporation, etc.)
- Branch activities (membership drive, fundraisers, workshops/seminars. Etc.)

I think we have to take the following steps very soon.

1. I have checked the ISCP Constitution and By-Laws and there is no mention of branch activities. I wonder if it should be included. I have studied the ACI branch structure, and they have included that.
2. Finalize on the possible branch plan I have outlined above, and charge one or more individual from each region/country to set up an organizing committee.

Appendix D
ISCP Manuscript Review Form

Manuscript number:

Title:

Author(s):

Are you familiar with the subject of this manuscript? (rate from 1 – 5, 5 being very familiar).

Does the technical content fit within the scope of the ISCP journal? (yes/no)

Are the Research Significance and Conclusions substantiated by the text of the manuscript? (rate from 1 – 5, 5 being best)

Does the manuscript present sufficient in-depth information? (rate from 1 – 5, 5 being best)

Does the manuscript present new information or new treatment of existing knowledge? (rate from 1 – 5, 5 being best)

Is the manuscript written in understandable and correct English? (rate from 1 – 5, 5 being best)

Are you aware of similar manuscript(s) by the author(s) (yes/no)

Technical Comments:

Editorial Comments:

General Comments:

Reviewer Publication Recommendation (indicate with an X):

Approved, accept in present form (final manuscript)

Approved, consider suggested revisions

Final decision deferred, depends on revisions, re-review required

Declined

Review Evaluation (number):

1 – Poor

2 – Below Average

3 – Average

4 – Above Average, Possible Award Quality

5 – Exceptional, Award Quality

The following information is for ISCP journal records only and WILL NOT be transmitted to the author.

Reviewer Name:

Position and Address:

Email:

Telephone: