

**MINUTES OF USUCGER BOARD MEETING  
CONFERENCE CALL  
OCTOBER 3, 2007**

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**BOARD MEMBERS PRESENT:** Susan Burns-President, Jim Hanson-Treasurer, Russell Green-Secretary, and Anand Puppala

**BOARD MEMBERS ABSENT:** Steve Dickenson and Ali Maher

**ADDITIONAL PARTICIPANTS:** Matt Evans-Webmaster

**MEETING COMMENCED AT 3:00 P.M. EST.**

**1. COMMITTEE REPORTS**

President Susan Burns gave an overview of the Research and Education Committee reports. Dr. Andrea Welker is the Chair of the Education Committee, and the committee has been very active (e.g., the committee has a session at GeoCongress'08, with 7 papers submitted to the session). Although the Research Committee has made some contributions (e.g., list of geotech research funding agencies, mentoring program), in general the Research Committee has been less active than the Educational Committee. The Board discussed possible reasons for this; one of those raised was that there was a lack of a clear mandate for the establishment of the Research Committee (e.g., many members viewed the role of USUCGER as a whole as being that of the Research Committee). Dr. Dennis Hiltunen is the former Chair of the Research Committee and a new Chair needs to be selected. A couple potential candidates for the Chair position were discussed. President Susan Burns is going to review the process in which the committee Chairs are determined. Also, there was general discussion of future projects that the Research Committee should undertake (e.g., establish a matrix of research facilities and a database of available geotechnical test data).

**2. 2008 USUCGER WORKSHOP**

The next USUCGER workshop is scheduled to be held in 2008. There was discussion about whether the workshop should be stand alone or held in conjunction with another conference. In order for the workshop to be stand alone, supplementary funds would be needed; in previous years NSF provided such funds. Also, there was discussion about whether the workshop should remain on a two year interval or whether it should go back to a five year interval. President Susan Burns will hold an e-mail vote among the Board Members on both matters.

**3. BOARD ELECTIONS**

Board Members Steve Dickenson's and Russell Green's terms have expired. Additionally, President Susan Burn's term as USUCGER President expired (Board Member Anand Puppala succeeded Susan as President of USUCGER at the end of the teleconference). Webmaster Matt Evans was assigned to assemble an election committee, which will

solicit nominations for candidates for the three Board positions. The replacements for the Steve Dickenson's and Russell Green's will serve full, three year terms, while the replacement for Susan Burns will only serve for the remainder of the 2007-2008 academic year. Susan Burns emphasized the need for the composition of the election committee to be representative of the USUCGER membership (e.g., geographically, gender, etc.). Additionally, it was stated that one of the two open full-term Board positions needs to be filled by a junior academician (generally defined as either an Assistant Professor or junior Associate Professor). Matt Evans stated that he would move quickly and hoped to forward the names of the nominees to Russell Green by the end of October 2007; Russell Green is the Board Secretary and will oversee the elections.

#### **4. MEMBERSHIP DATABASE**

Board Member Jim Hanson proposed the Board update and automate the USUCGER membership database (e.g., include the specialties of the members on membership list and get the e-mail server and website server to "talk" to each other). He stated that he could have a student do this and would only cost ~\$1k. The Board voted unanimously in favor of this proposal.

#### **5. MEMBERSHIP DUES**

Board Member Jim Hanson gave an update regarding back-dues owed by members and the upcoming dues cycle. Approximately 40 to 50 members owe back dues. All were contacted during the summer, but very few responded by paying their back dues. The overdue members will be unsubscribed from the USUCGER list-server over the next few weeks.

The new dues cycle will begin this Fall. Jim Hanson will send out the announcement soon, with the payment deadline likely being mid-November 2007. Members that have not renewed by January 1 will be unsubscribed from the USUCGER list-server.

#### **6. RFP**

President Susan Burns will contact Board Member Ali Maher about the RFP (Ali was taking the lead on writing the RFP, but was unable to participate in this teleconference to give a status report.). Susan will forward to the Board an update/status report of the RFP.

The Board had a brief discussion regarding the scope of the proposals. There was concern the some of the proposals may be too narrow in focus and of little benefit to the USUCGER membership at large. One suggestion to prevent this was to lower the maximum dollar amount of the proposals, which would also make the program more sustainable. This suggestion was well received by the Board and generally agreed upon.

#### **7. TREASURY REPORT**

Although not on the original agenda, Treasurer Jim Hanson gave a brief update of the USUCGER account balances. The certificate of deposit (CD) presently is worth \$10,211 and the checking account has a balance of approximately \$26,500.

**MEETING ADJOURNED AT APPROXIMATELY 3:56 P.M. EST**