

**MINUTES OF USUCGER BOARD MEETING
CONFERENCE CALL
DECEMBER 4, 2003**

BOARD MEMBERS PRESENT: Jean-Louis Briaud-President, Carlos Santamarina, Dave Elton, and Sarah Gassman

BOARD MEMBERS ABSENT: Susan Burns, Barbara Luke, and Deborah Goodings

MEETING COMMENCED AT 1:30 P.M. CST.

1. DFI-USUCGER INITIATIVE

The Board reviewed DFI's proposed draft agreement and suggested the following changes to sections II and V under "Guidelines of Cooperation":

II. Liaison. Each organization shall appoint one representative to serve as the designated liaison and main point of contact with the other group. This liaison will be encouraged to communicate with individuals of the other organization.

V. Review and Reporting. Joint work between members of the two organizations is encouraged as well as the reporting of such work in conferences organized by one or both organizations.

Jean-Louis Briaud will forward these changes to Tracey Brettman for concurrence.

2. USUCGER DISTINGUISHED RESEARCHER AWARD

The Board discussed adding an award for research. This award would be in addition to the service and educator awards and would round out the awards that exemplify USUCGER values. The Board agreed that USUCGER should have an award for research. Further discussion is required to find an appropriate name for the award and define the award criteria.

3. USUCGER ADMINISTRATOR

Tabled.

4. SESSION AT GEOSUPPORT 2004

USUCGER will sponsor a session at Geo Support 2004 entitled "Improving Geotechnical Engineering Education and Research." Jean-Louis Briaud requested names of potential speakers/panel members.

5. TRB WORKSHOP AND RECEPTION

Sarah Gassman reported that the 2004 TRB Doctoral Workshop in Transportation Geotechnics will be held in the McKinley Room of the Marriot Wardman Park Hotel, Sunday, January 11, 2004 from 2:00 to 5:30 p.m. The workshop will feature presentations by nine recent and upcoming geotechnical PhD graduates, all of whom are ready for recruitment to faculty positions or industry. This workshop presents an

opportunity for geotechnical faculty or practice search committees to see nine potential hires present their work in one location, and to have an opportunity to talk with them immediately after the workshop at the USUCGER reception. The USUCGER Reception will be held in the Mezzanine of the Marriot Wardman from 5:30 to 7:30 p.m.

6. TERMS OF REFERENCE OF COMMITTEES

The Board reviewed the terms of reference for the Education Committee and the Research Committee submitted by Beena Sukumaran and Dennis Hiltunen, respectively. The Board approved the terms of reference for the Education Committee. For the terms of reference for the Research Committee, the board recommended that they be further developed to parallel the terms outlined by the Education Committee. Recommendations include 1) a list of the initial membership with subdivisions and 2) a list of specific projects with specific individuals leading each effort.

7. USUCGER MEMORIAL CORNER

The Board considered a request from Mehmet Tumay to establish a Memorial Corner on the USUCGER web site. The Board agreed to pay tribute to USUCGER colleagues who pass away by recognizing them on the front page of the USUCGER web site for a period of approximately two months. The President of USUCGER will announce the death to the membership and to lead other appropriate efforts to recognize that colleague.

8. MEMBERSHIP

Tabled.

9. COMMERCIAL ANNOUNCEMENTS

Tabled.

10. MEETING FREQUENCY

Jean-Louis Briaud will revise his original e-mail regarding meeting frequency and send it to the Board for further discussion.

11. USUCGER WORKSHOP

Dave Elton reported that there are sufficient funds from NSF and registration fees to cover the costs of the Atlanta workshop. Also, he will be sending a press release regarding the workshop. Potential places of publication include GeoStrata, Geotechnical News, ADSC, DFI, IGS, and IFAI.

12. NEXT MEETING

The next meeting will be at TRB in January. Potential times include Sunday, Jan 11th at 7:30 p.m. or Monday, Jan 12th from 12:00-2:00 p.m. The agenda will include items 3, 8 and 9 that were tabled at this meeting.

MEETING ADJOURNED AT 2:30 P.M. CST