



2016 OUTSTANDING SECTION / BRANCH AWARD NOMINATION FORM

Applications are limited to 12 pages plus a copy of one newsletter.

Please mail an **electronic submittal** (pdf files preferred) to Nancy Berson at ASCE: nberson@asce.org by **October 30, 2016**.

BASIC INFORMATION:

Award Classification (check one):	<input type="checkbox"/> Very Large Section/Branch (> 2500 members) <input type="checkbox"/> Large Section/Branch (1001-2500 members) <input checked="" type="checkbox"/> Medium Section/Branch (501-1000 members) <input type="checkbox"/> Small Section/Branch (< 500 members)
Section/Branch Nominee:	Nashville Branch
Name and Board Position of Contact Member:	Monica Sartain – Board Member
ASCE Member ID:	477126
Address:	2616 Grissom Drive, Nashville, TN 37204
Telephone:	615-645-9355
E-mail:	Monica.sartain@pca-llc.biz

NOMINATION QUESTIONS/SCORING

100 points maximum

10 points each in Categories A to G and 30 points in Category H

Each event/activity may only be used once. Please select the most appropriate category.

A. COMMUNICATION WITH MEMBERS (10 Points Maximum)

Newsletter (1 point per newsletter, 4 points maximum):

Number of Newsletters Published Annually:	11 (monthly, except one combined November/December issue for the holidays). The March newsletter is attached.
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Website (3 points maximum):

Website URL:	www.nashvilleasce.org
Discuss the content included on your website:	<p>We overhauled our branch website last year to enhance the format and to make it more visually appealing. Our website includes the following information:</p> <ul style="list-style-type: none"> • An introductory message from our current branch president, • Recognition and logos of our Sustaining Members (Corporate Sponsors), • Branch Information including <ul style="list-style-type: none"> ○ How to find us on Social Media, ○ Upcoming Branch event Information ○ Upcoming YMG events, ○ Branch board meetings and branch meetings, • Personal biographical information for Branch Leaders (Officers, Board Members, Committee Chairs, & Student Chapter Practitioner Advisors, and YMG leaders) • Present and Past Award Winners • Archived Branch Newsletters, • Useful Resources (Important Links, Local Job Postings, Scholarship Applications, Mentoring Interest Survey, etc.)

Other Tools (3 points maximum):

Discuss any other communication tools used by your Section/Branch:	<p><u>Email Blasts:</u> We utilize Constant Contact to send emails to our members, job notifications for government entities or universities in our geographic footprint, branch meeting event registrations, as well as our annual Branch Election ballot.</p> <p><u>Social Media Accounts:</u> After establishing these accounts in 2015, we utilized our Branch Twitter, LinkedIn, and Facebook accounts to promote upcoming events, recognition for member accomplishments, and other pertinent information. During our Annual Golf Tournament we did a Social Media promotion and prize giveaway. Everyone was encouraged to “Check-in” on Facebook, LinkedIn, or Twitter during the event and mention it. Those who did were eligible for a special prize drawing at the tournament.</p>
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B. PROFESSIONAL / LEADERSHIP ACTIVITIES, AWARDS / RECOGNITION, AND SCHOLARSHIPS (10 Points Maximum)

Professional / Leadership Activities (5 points maximum):

Professional / Leadership (non-Technical) Committees (1 point each, 2 points maximum)

Professional Committee:	Number of Meetings:	Presentation Topic(s):
Branch Board Meetings	12	Discussion of all branch related activities, operations, branch meetings, lunch speakers, social events, training opportunities, student interaction, recruiting opportunities, diversity and inclusion strategies, sporting events and operating expenses.
Scholarship Committee	1	Evaluation and discussion of all scholarship applications received. Once the winners have been selected by this committee, a motion is made to the board to accept the scholarship recipients.
Officers Meeting	2	Meetings to discuss how to fine tune and refine all branch board meeting operations.

Professional / Leadership (non-Technical) Seminars / Courses (1 point each, 3 points maximum)

Date:	Approx. Attendees:	Presentation Topics / Describe Seminar:
5/6/2016	15	PR University – Officers from all 5 branches in TN attended PR University prior to the release of the Report Card and to get more “media savvy”. The Nashville Branch led the way on this effort by organizing and facilitating the event.
6/16/2016	75	Panel discussion on PE Exam “decoupling” in the state of Tennessee. One panel participant was a member of the state AE Board. Panel participants were asked to discuss their topic for 5 minutes each, then answer questions from the floor. At the end of the meeting, the audience was polled to give their opinion on questions discussed during the meeting. Poll results were then published in the July newsletter for everyone to see.

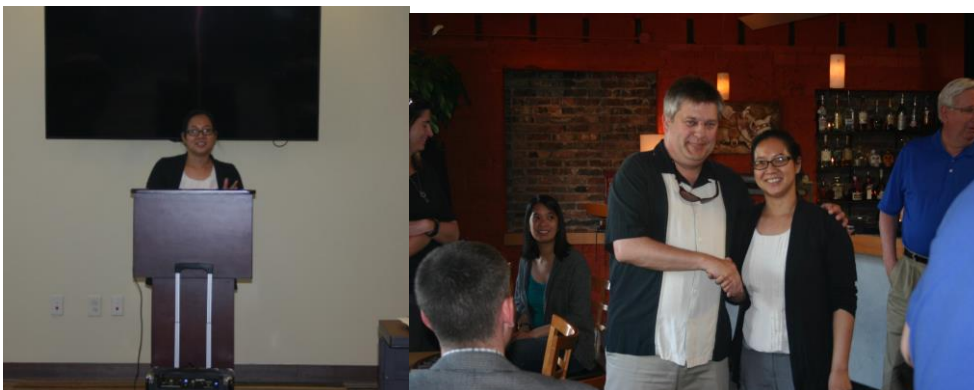
Awards (1 point each, 2 points maximum):

Awards Given by the Section/Branch

Name of Award:	Recipient:	Describe:
Young Engineer of the Year	John Brew	In 2015 the Nashville Branch implemented a Branch Awards Program. These are the 2016 winners who were put forward as nominees for the Section Awards.
Outstanding Engineer Educator	Dr. Janey Camp	
Outstanding Engineer Project	First Tennessee Park	
Outstanding Student Chapter Member	Alexander Corbitt	
Distinguished Service Award	Mike Kusch	

Society Awards Received by the Section / Branch or its members

Name of Award:	Recipient:	Describe:
Outstanding Engineer Project	First Tennessee Park	The TN Section presented these awards to Nashville Branch members.
Outstanding Younger Member Group Project	Salvation Army Angel Tree Volunteer Night	ERYMC 2016 recognized the Nashville Branch YM Group for their participation in the Salvation Army Angel Tree Program which consisted of volunteers preparing gifts for children and families in need.
Terrell Award – 3 rd Place	Nitaya Chayangkura	A Nashville Branch member wrote an ethics paper and provided a presentation for the Region 4 Terrell Award Competition. She placed third in the competition.



Scholarships (3 points maximum):

Scholarships to High School Students (2 points maximum)

Name of Scholarship:	Amount of Scholarship:	Describe:
Bridge Competition	1 - \$100 1 - \$75 1 - \$50	Winners of our local Bridge Competition are provided scholarships to use to offset costs of attendance at the National Competition.



Scholarships to College Students (1 point maximum)

Name of Scholarship:	Amount of Scholarship:	Describe:
ASCE Nashville Branch Scholarship	4 - \$2,500	In 2016, 4 - \$2,500 scholarships were awarded to college students pursuing degrees in Civil Engineering. Scholarship criteria include academic achievement and ASCE involvement.

C. TECHNICAL ACTIVITIES (10 Points Maximum)

Section/Branch Technical Committees or Institutes (minimum of 2 technical meetings per year; 1 point each, 4 points maximum)

Technical Committee:	Number of Meetings:	Presentation Topic(s):
Report Card on TN Infrastructure	4	A number of Branch members participated in the preparation of the 2016 Report Card on Tennessee's infrastructure released on September 27, 2016.



Technical Seminars / Courses Offered with PDHs (1 point each, 4 points maximum)

Date:	Approx. Attendees:	Describe:
12/11/15	15	<u>Sherman Dixie Pre-cast Plant Tour:</u> The YM Group coordinated with a local pre-cast concrete plant to view and discuss the history of the facility and observe the various processes that go into making various concrete headwalls, box culverts, and manholes. At the end of the event, attendees were provided with 2 PDHs.
9/23/16	45	<u>BNA Site Tour:</u> The Nashville Branch partnered with the Metro Nashville Airport Authority (MNA) to take on a guided tour of the current BNA International Airport ongoing construction projects, as well as upcoming construction project sites. For those who have not heard, the airport recently announced plans for a \$1.2 billion overhaul of the airport including a new hotel. This event was very informative and offered us an interesting behind the scenes view of an international airport. Lunch was provided by ASCE afterwards.
Feb 6 – Apr 10 & Aug 15 – Oct 17	25	<u>PE Review Course:</u> Each year the Nashville Branch offers a PE Review course in either the Spring or Fall alternating with TSPE. This year's course had over 25 attendees between Spring & Fall. Many of our Younger Members have found this to be a valuable course. Each year the Course organizers seek feedback from attendees after they've taken the PE exam to see what improvement can be made for the next year. Teachers for each area are ASCE members and subject matter experts.
Various	50 - 60	The Nashville Branch hosts 6 meetings each year that provide educational opportunities for members including a PDH. Topics vary by month and incorporate each division within Civil Engineering.

Other Technical / Educational Activities and Benefits for Section / Branch Members (2 points maximum)

Describe other technical / educational activities and benefits for Section / Branch members:	<p>School of Rock –Forterra sponsored a full day seminar with topics including:</p> <ul style="list-style-type: none"> • Nashville's LID Initiative • Precast LID solutions • Precast Concrete Pipe Design • TDOT Pipe Design and Installation • Engineering Disasters • Defending your Specifications <p>Approximately 95 people attended and over \$8000 were raised for our branch scholarship fund.</p>
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D. MEMBERSHIP (10 Points Maximum)

<p>Describe efforts to transition Student Members to Associate Members (2 points):</p>	<ul style="list-style-type: none"> • Each year for the past 4 years, our Branch President, Younger Member Group Chair, and Practitioner Advisors visited all 4 student chapters in our geographic footprint to tell them about the benefits of becoming a younger member after college and encouraged them to continue their membership. • Student members are always invited to Branch meetings and Younger Member activities. • In addition our 2016 President-Elect was involved in the ASCE CSM which provided opportunities to visits with multiple students across the country at various events and activities.
<p>Describe Member recruitment programs (2 points):</p>	<ul style="list-style-type: none"> • We always encourage members to recruit “in house” by bringing someone they work with that is not currently an ASCE member to one of our Branch meetings. • Also, the branch president visited a university outside of our geographic footprint (University of Tennessee) to be a lunch meeting speaker and encourage post-graduation membership.
<p>Describe Member retention programs (2 points):</p>	<ul style="list-style-type: none"> • Our Membership Champion contacts recently expired members and expired members who were about to be dropped from the membership database through email. These emails explain the advantages of membership and our upcoming activities to entice them to renew. • The Branch also incentivizes members to renew early by having a raffle for those that renewed their membership by the Society’s early registration deadline. At the January Branch meeting, members that renewed their membership early were eligible for a drawing. Three door prizes were given to the winners.
<p>Describe any recognition programs for employers supporting ASCE (2 points):</p>	<ul style="list-style-type: none"> • All Sustaining Members (Corporate Sponsors) are recognized on our website with logos and links to their website, as well as in the newsletter and during the networking time at each Branch meeting. • Companies are also recognized if they sponsor an event.
<p>Describe other Membership Activities / Events (2 points):</p>	<ul style="list-style-type: none"> • We recognize our members' birthdays and membership anniversaries, new members, and we cross reference the PE & FE exam pass lists with our membership database to recognize those members who recently passed those exams in our monthly newsletter.

E. PUBLIC OUTREACH / EDUCATION ACTIVITIES (10 Points Maximum)

<p>Describe outreach activities with elementary, middle, or high schools (2 points):</p>	<p>School Visits - We had several engineers visit classrooms and even auditoriums with several classes present to talk about what it means to be an engineer as part of our E-week activities. We filled requests from 5 schools as part of E-week activities and have had other requests during the year at a few other schools.</p> <p>2016 Music City Bridge Competition – The Nashville Branch hosts the annual competition. We test bridges constructed by high school students. Winners qualified to compete at the International Bridge Competition. Students traveled from about an hour away to participate in this event. This year, we had 17 students participate representing five high schools in Middle Tennessee. We even fulfilled requests from bridge kits from as far away as Memphis, but they did not make the trip to test their bridges. The Nashville Branch supplies up to 5 bridge kits to each school that requests them to help facilitate student involvement in our competition.</p> <p>The Nashville Branch is a business partner with Glenciff High School’s Academy of Environment and Urban Planning (EUP). As a partner, local ASCE members participate in their regular advisory meetings where teachers make requests for classroom needs such as speakers on specific topics. We have tried to fill as many of these requests as possible over the years.</p> <p>Additionally, this year, ASCE Headquarters reached out to the Nashville Branch to represent ASCE at national conferences that had educational outreach components. We participated in the Society of Women Engineers (SWE) 2015 National Convention in Nashville during October 2015 as part of their InventIt!BuildIt! event focused on middle school girls. In this, we hosted two tables with several (about 6) volunteers to talk to girls and their parents about careers in engineering and also doing hands-on engineering activities using kits that our outreach chair put together: (1) a water filtration activity and (2) a geotechnical engineering activity. The Nashville Branch also hosted a table at the 2016 National Middle Level Science Teachers’ Association’s “Meet Me in the Middle” event to introduce teachers to civil engineering and demonstrate easy classroom activities they can do with students using the kits built for the SWE event.</p> <p>For the past few years, the Nashville Branch has also sponsored the Middle Tennessee STEM Expo which is similar to a science fair for middle and high school students, but includes engineering and technology as well. As a sponsor, we have a booth and interact with students, teachers, and parents as well as assisting with judging of student projects for the awards.</p>
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Describe outreach activities for colleges without ASCE Student Chapters (2 points):	<i>(examples: hosting an event for community college students or undeclared engineering majors at a university)</i>
Describe outreach activities with your Practitioner Advisor and ASCE Student Chapters/Clubs (2 points):	<p>The Nashville Branch has multiple PAs assigned to each of our four Student Chapters. The PAs regularly visit the Student Chapters and provide assistance as needed with securing speakers, helping with events, etc. Some examples include the following: Attendance at Departmental Homecoming Event in Fall to network and discuss with Student Members and Faculty; Branch Leadership Attendance and Discussion for Student Chapter Meeting; Branch YM Panel Discussion regarding first jobs, employment options, and how to stay involved in ASCE while transitioning to an YM.</p> <p>The YMG participated in a career panel discussion with the student chapter at Vanderbilt University. The panel consisted of 3 branch leaders fielding questions from the student members about various career related topics (networking, resumes, interviews, internships, etc.).</p>
Describe outreach activities via media outlets (2 points):	<p><i>(examples: newspaper, magazine, radio, TV, internet, billboards)</i></p> <p>All of our Younger Member Group's service activities are posted on their Facebook page, as well as sent out via email.</p>
Describe other public outreach or educational activities (2 points):	<p>As part of E-week, the kits developed for the SWE event were utilized by the YM group at our local science center's Engineers' Day. This event is open to the public and attracts individuals of all ages. Hundreds of people visit the Adventure Science Center to learn about engineering as part of this event.</p>



F. COMMUNITY SERVICE, PUBLIC SERVICE, HISTORY & HERITAGE, SUSTAINABILITY, AND GOVERNMENT RELATIONS (10 Points Maximum)

NOTE: ASCE also awards a History and Heritage Award. If you have such activities and want to be considered for that award, describe those activities here and submit a copy of this application directly to Jennifer Lawrence at jlawrence@asce.org.

<p>Describe public service projects (2 points):</p>	<p>School Supplies Drive, August 2016 – collected a large box of school supplies and cash donations at the August Branch lunch meeting that were delivered to the LP Pencil Box, an organization that helps Metro Nashville Public School System teachers obtain the supplies needed for their classrooms and underprivileged students at no cost to them. Teachers may “shop” at the LP Pencil Box twice a year to obtain free materials for their classes.</p>
<p>Describe History and Heritage Activities (2 points):</p>	<p>A Nashville Radio tower was nominated for the Section History & Heritage Project Award.</p>
<p>Describe Government Relations activities (2 points):</p>	<p><i>(examples: infrastructure report card, legislative drive-in)</i></p> <p>Starting in 2016, one of our Branch member has been designated to attend the AE Board meetings on our behalf. One item that began being discussed at the meeting involved decoupling. In June, the Nashville Branch hosted a Panel discussion on PE Exam “decoupling” in the state of Tennessee. Approximately 75 members attended the meeting. One panel participant was a member of the state AE Board. Panel participants were asked to discuss their topic for 5 minutes each, then answer questions from the floor. At the end of the meeting, the audience was polled to give their opinion on questions discussed during the meeting. Poll results were then published in the July newsletter for everyone to see.</p> <p>Two Nashville Branch members attended the ASCE Fly-in in March of 2016. Along with the rest of the TN delegation members participated in meetings with both state senators and many of the state’s representatives.</p> <p>In addition, numerous Nashville Branch members participated in TSPE’s Engineers Day on the Hill, also held in March of 2016. Members are briefed on relevant legislation and then meet with their legislators.</p>
<p>Describe Sustainability Initiatives intended to advance the principles of sustainable development (2 points):</p>	<p>N/A</p>
<p>Describe Community Service events (1 point each, 2 points max):</p>	<p>The Branch teamed up with the Nashville Branch of ASHE to provide volunteers for the Salvation Army Angel Tree Initiative.</p> <p>Branch members volunteered at a water station for the 2015 Country Music Marathon benefitting the St. Jude Children’s Hospital.</p> <p>Radnor Lake Cleanup, August 2016 – several ASCE younger members joined members from Engineers Without Borders and others from the community to replenish trails at the Radnor Lake State Natural Area. We hauled dozens of wheelbarrows full of mulch over 1 mile to resurface the trail and help prevent future trail erosion. The work was strenuous, but it was very rewarding to contribute to one of Nashville’s most important natural areas.</p>



G. DIVERSITY AND INCLUSION (10 Points Maximum)

NOTE: Diversity & Inclusion is support of equitable opportunity for participation of people within the Civil Engineering profession without regard to race, ethnicity, religion, age, gender, sexual orientation, nationality, or physical challenges. In addition to points awarded for the Outstanding Section/Branch Award, information in this section will also be used by ASCE’s Committee on Diversity and Inclusion (CDI) to select the ASCE Section/Branch/Committee/Institute Diversity Award.

<p>Describe diversity programs (2 points):</p>	<p><i>(examples: webinars, partnerships, scholarships for underrepresented populations)</i></p> <p>A Diversity and inclusion committee was introduced in 2016. Money has been budgeted to introduce Nashville to issues concerning diversity and inclusion at one of the monthly branch meetings. The Diversity & Inclusion Committee intends to be visible throughout the year, reminding members that diversity and inclusion is important to our profession and our branch.</p>
<p>Describe leadership position for diversity (2 points):</p>	<p><i>(examples: Diversity Champion or Committee)</i></p> <p>A Diversity & Inclusion Committee was formed in 2015. It is chaired by Peter Nielson, who serves on Atkins’ Corporate Diversity Advisory Council and is particularly interested in LGBT issues. He is building a diverse committee that meets monthly.</p>

Describe diversity among Section/Branch leadership (2 points):	<p>In 2015/2016, 34 people were in Nashville Branch leadership positions. 24% were female and 15% were minority (6% minority female).</p> <p>Tennessee State University, one of the four active student chapters within our Branch, has been listed in U.S. News & World Report's "Guide to America's Best Colleges" for more than a dozen years, maintaining one of the highest graduation rates among the nation's historically black colleges and universities (HBCU) and the highest in the Tennessee Board of Regents (TBR) system. Several of the students and the faculty advisor regularly attend Branch meetings.</p>
Describe participation in community diversity programs (2 points):	<i>(examples: mentoring, career fairs, summer bridge programs)</i>
Describe other diversity and inclusion initiatives (2 points):	<p>Pencil Partner to Glenclyff High School's Environment and Urban Planning (EUP) Academy – Two members represent the ASCE Nashville Branch on the EUP Advisory Board for the Academy. In this, they serve as advisors on the state of the practice and skills that students need when graduating high school. Additional activities include classroom visits and participating in various Academy recruitment activities such as one in the spring targeted at recruiting more females into the male-dominated Academy and participating at the Academy Showcase in the Fall, where school business partners are asked to have booths and speak to rising 8th graders about the various academies at the school and for us "what it means to be a civil engineer". Glenclyff is a high minority school within the Nashville public school system.</p>

H. ADDITIONAL SPECIAL SECTION / BRANCH ACTIVITIES (30 Points Maximum)

Describe any other activities that are not covered under other sections of the nomination form that your Section / Branch has undertaken to promote or advance the Civil Engineering profession to either your members or the public. These can include other Community Service projects, hosting of Regional meetings, fundraising and other best practices. Describe the activity and give dates, locations and number in attendance. Also describe any activities relative to the creation of a Section / Branch strategic plan and/or efforts to support the Society's Strategic Initiatives (ie: sustainability efforts). A maximum of five (5) points will be given for each special activity.

Type of Activity/Event/Initiative:	Date (if applicable):	Describe:
Bowling Tournament	February 16, 2016	The Nashville Branch hosted their 15th Annual ASCE Bowling Tournament was held at Donelson Strike and Spare Tuesday evening, February 16, 2016. Trophies were awarded for the top four team scores, top women's and men's single game scores, and top women's and men's series scores. The event raised just over \$1,200 for the scholarship fund.

AE Board Forum	June 16, 2016	Panel discussion on PE Exam “decoupling” in the state of Tennessee. One panel participant was a member of the state AE Board. Panel participants were asked to discuss their topic for 5 minutes each, then answer questions from the floor. At the end of the meeting, the audience was polled to give their opinion on questions discussed during the meeting. Poll results were then published in the July newsletter for everyone to see.
Emerging Professionals Joint Social and Cornhole Tournament	June 2, 2016	The Nashville Branch YM Group co-hosted along with the local emerging professional groups of AIA, USGBC, YPT, and TN-SEA to have a joint social at a local brewery and participate in a cornhole tournament. Over 77 people from the various groups attended with 24 teams competing to win a set of custom built cornhole boards and network with fellow young professionals. This was the first time hosting the event and was a great success that it will become an annual part of the calendar.
Poker Tournament	December 2, 2015	The Nashville Branch hosted their 4 th Annual Poker Tournament. The event included over 30 players, with proceeds benefiting the scholarship fund.
April Dinner Meeting	April 21, 2016	April is the month of our annual Awards Dinner. Branch Awards Winners, Scholarship Recipients, new Life Members, and Past-Presidents are recognized during the dinner. This dinner meeting is usually well attended by students, faculty, and regular ASCE members.
November Dinner Meeting	November 17, 2015	Each November our monthly meeting is hosted by a different Student Chapter within our Branch. The 2015 November meeting was hosted by Tennessee Tech University with approximately 55 attendees. Our President-Elect works with the Student Chapter to secure on campus meeting space, a caterer, and a speaker for the event. These meetings are typically well attended by alumni and other leaders in the community.
Golf Tournament	May 5, 2016	The Nashville Branch also hosted their 24 th Annual Scholarship Fund Golf Scramble on Thursday, May 5 th , 2016 at the Hermitage Golf Course. Twenty teams participated in the event raising almost \$5,000 for the scholarship fund.

Mentoring Program	On-going	<p style="text-align: center;">2015-2016 Mentoring Program</p> <p>The ASCE Nashville Branch mentoring program pilot group was conceptualized in January of 2013.</p> <p>Initial Program Goals:</p> <ul style="list-style-type: none"> ○ To establish a face-to-face, one-on-one mentoring program for the younger members in the Nashville Branch that offers exposure to valuable experience and insight to obtain professional growth and career guidance. ○ To provide an opportunity for senior level ASCE members to share your valuable experience and insight with the next generation of civil engineers in Nashville. ○ To build long term relationships between the younger ASCE members and the senior level ASCE members to create a more cohesive Nashville branch. ○ Bring awareness to the branch of the online mentoring resources offered by ASCE such as eMentoring ○ The ultimate goal is to create opportunities for face-to-face mentoring on the grass roots
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