

BYLAWS

of the

International Intelligent Construction Technologies Group

ARTICLE I: Name and Location

SECTION 1. Name.

The name of this organization shall be the International Intelligent Construction Technologies Group (IICTG). Translation in other languages shall be approved by the Permanent Members of the IICTG Steering Committee.

SECTION 2. Location.

The offices and the principle place of business for IICTG shall be the National Center for Pavement Preservation (NCPP), 2857 Jolly Road, Okemos, Michigan 48864.

ARTICLE II: Vision, Mission, Scope and Objectives

SECTION 1. Vision Statement.

The International Intelligent Construction Technologies Group (IICTG) is a source for knowledge and information on intelligent construction technologies for public agencies, contractors, consultants, academia, and other relevant industries.

SECTION 2. Mission Statement and Scope.

IICTG provides a forum for the dissemination of knowledge concerning the collection, analysis, and application of information relating to intelligent construction technologies (ICT). ICT consists of real time quality monitoring and process control during construction of foundation and pavements for highways, airports, railroads, dams, cities, and ports. ICT involves construction equipment technologies such as pavers, rollers, and other devices. ICT also makes use state-of-the-art technologies such as Global Navigation Satellite System (GNSS), automated testing/monitoring, 3D designs/modeling, automated machine guidance (AMG), Cloud computing, Civil Integrated Management (CIM) and Building Information Modeling (BIM), etc. The goals of ICT are to improve quality control and acceptance of constructions as well as reducing life-cycle cost of the above mentioned assets.

The initial scope of IICTG would focus on the specific technologies such as Intelligent Compaction (IC) and paver-mounted thermal profiling (PMTP). The scope is expected to expand to other areas such as 3D designs/modeling, AMG, CIM and BIM. It is anticipated that the IICTG will evolve in the future along with technology advancements and changes in the ways construction are being done.

SECTION 3. Objectives:

- Exchange ideas and information in an informal setting biannually.
- Provide a forum for the practitioners of the intelligent construction systems.
- Provide a forum for the agencies, contractors, academic, vendors, and consultants.
- Provide a forum for discussion of research and development.
- Focus on the latest initiatives in the group's areas of interest.
- Provide training in the areas of concentration.
- Create and maintain a network of personal and professional relationships.

ARTICLE III: Membership

SECTION 1. Membership Eligibility.

Membership is open to representatives of public agencies or any organization active or interested in the scope of IICTG.

The general membership shall be applied online via the IICTG website (www.IICTG.org) and approved by a simple majority vote of the Steering Committee.

SECTION 2. Voting Rights.

Only the Steering Committee members have the voting rights.

ARTICLE IV: Steering and Technical Committees

SECTION 1. Committee Structure and Authority.

The IICTG committees include Steering Committee and Technical Committee. Both Committees will consist of international professionals and experts in geotechnical engineering, pavement engineering, construction equipment, testing, monitoring, and cloud data management related to intelligent construction technologies. The Steering Committee has limited membership with voting rights, while the Technical Committee members has no limited membership without voting rights.

The number of Steering Committee members are limited to 16 members, while for Technical Committee, limited to 40 members.

Both Committee members can be from the following categories:

- Public Agency Members
- Industry/Contractor Association Members
- Academic Members
- Consultant Members
- Vendors

The Steering Committee consist of the following Permanent Members.

- Dr. George K. Chang, Transtec Group, USA
- Dr. Guanghui Xu, Southwest Jiaotong University, China
- Dr. Soheil Nazarian, University of Texas, El Paso, USA
- Dr. Antonio Gomes Correia, University of Minho, Portugal

When an appointed member is not present at a Steering Committee meeting, a designated alternate for each member position may serve on the Steering Committee as a voting member by written proxy of the absent member for that meeting.

The governing body of this organization shall be the Steering Committee. The Permanent Members of the Steering Committee are not restricted by the quota stated under this Section. The Permanent Members are responsible for steering the IICTG activities and electing initial members of other Steering Committee members. The Permanent Members also have veto power.

The Steering Committee is authorized to act on behalf of IICTG for the conduct of all business matters of interest to IICTG and to take action on items of common interest to the membership between Biannual Meetings.

The Steering Committee shall approve the agendas for the Annual Meetings developed by the Task Group for Meeting Program, which meet the objectives of the organization as listed in Article II Section 3.

The Steering Committee may appoint Task Groups at its discretion for the development of programs, tasks, and activities which support the objectives of the organization. The actions and activities of appointed Task Groups are subject to prior approval by the Steering Committee.

The Technical Committee shall be responsible for technical matters related to IICTG activities. These includes technical agenda for Biannual Meetings other IICTG meetings.

SECTION 2. Duties of Officers.

The Steering Committee shall consist of a Chair, two Vice-Chairs, a Secretary/Treasurer, a Technical Affair.

The Chair of the Steering Committee will preside over meetings of the Steering Committee and the Biannual Meetings.

The Vice-Chairs of the Steering Committee will preside over meetings in the absence of the Chair, and shall work cooperatively with the Chair of the Steering Committee and any Task Group Chairs to develop the draft meeting agendas for approval by the Steering Committee.

The Secretary/Treasurer of the Steering Committee will review minutes produced by the appointed meeting recording secretary prior to their submittal to the Steering Committee. The Secretary/Treasurer will also review financial reports for IICTG maintained by the National Center for Pavement Preservation, and make recommendations to the Steering Committee concerning the finances of the organization. The Secretary/Treasurer will provide a financial report at each Steering Committee meeting.

The Technical Affair of the Steering Committee will oversee the Technical Committee activities.

The past Steering Committee Chair will serve as the chair for the Task Group on Nominations. This task group will also include the two Ex-officio members representing the FHWA (or equivalent) and NCPP.

The Steering Committee will maintain a strategic direction for IICTG and provide oversight and guidance for specific items approved by the general membership for further action.

The Technical Committee will mainly assist on technical agenda and matters of Biannual Meetings and other IICTG related meetings.

SECTION 3. Terms of Service for Committee Members and Officers.

There are no term limits for the Permanent Members of the Steering Committee. If any Permanent Members resigns, the remaining shall elect new Permanent Member(s).

There are no term limits for members of the Steering Committee or the Technical Committee.

Officers shall be selected from the voting members of the Steering Committee. Officers of the Steering Committee shall serve a four-year progressive term. The order of progression will be from Secretary/Treasurer to Vice-Chairs and from Vice-Chairs to Chair. Each officer is limited to two terms.

After completing his or her term as chair, the past chair shall serve minimum of one-year on the Steering Committee.

SECTION 4. Steering and Technical Committee Membership and Officer Selection.

New Steering Committee and Technical Committee members and candidates for the Steering Committee Officers shall be identified by the Task Group on Nominations. They shall nominate candidates to maintain a Steering committee membership of up to the limited number under SECTION 1. The Chair of the Task Group on Nominations will present the slate of proposed Steering members and Officers for approval by a simple majority vote of the Steering Committee.

SECTION 5. Vacancies and Removal of Officers.

The Steering Committee shall fill by a special election of the Steering Committee, the vacancy of any officers for approaching the balance of the term of office. The Steering Committee may, at its discretion, by a two thirds vote of all voting members, remove any Officer or committee member from their office with cause.

SECTION 6. Standing Task Groups.

The Steering and Technical Committee shall be served by additional standing Task Groups. All task groups will be composed of Steering or Technical Committee members.

The standing Task Groups are:

- Task Group A – Administration and Finance,
- Task Group B – Meeting Programs,
- Task Group C– Sponsorship and Industry Participation,
- Task Group D – Communication,
- Task Group E – Nomination,
- And others

SECTION 7. ACADEMIC PARTNERS.

Academic partners shall be invited by Steering Committee to assist on Biannual Meetings and other IICTG activities. The number of partners are not limited.

Each partner may provide representative(s) to participate planning meetings of Task Group on Meeting Program that includes local host of next Biannual Meeting. The reprehensive and other membership are independent to each other. Those representatives can also serve as members of Steering Committee, Technical Committee, or general membership.

SECTION 8. COOPERATE PARTNERS.

Cooperate partners shall be invited by Steering Committee to assist on Biannual Meetings and other IICTG activities. The number of partners are not limited.

Each partner may provide representative(s) to participate planning meetings of Task Group on Meeting Program that includes local host of next Biannual Meeting. The comprehensive and other membership are independent to each other. Those representatives can also serve as members of Steering Committee, Technical Committee, or general membership.

ARTICLE V: Meetings

SECTION 1. Biannual Meeting.

The date and location of each Biannual Meeting shall be set by the Steering Committee. The meeting locations shall be rotated around countries selected by the Steering Committee. In addition to technical presentations and panel discussions, the meeting shall include presentation of formal reports of task groups, election of officers, filling of vacancies on the Steering Committee, and acting on all business brought forth before next Biannual Meeting.

The Task Group for Meeting Program will develop next Biannual Meeting agenda and distribute it at least 3 months prior to the meeting.

The host agency/organization shall provide general meeting logistics. When no host organization exists, the NCPP shall provide for said assistance as per memo agreement between IICTG and NCPP.

SECTION 2. Other Meetings.

Other meetings related to IICTG shall be at the discretion of the Steering Committee. The purpose of these meetings shall include acting on business items brought forth at the Biannual Meeting.

SECTION 3. Quorum.

A majority of Officers and voting members who are present in person or via conference calls shall constitute a quorum at any meeting of the Steering Committee. IICTG business items raised during the annual meeting requiring a simple majority vote of the Steering Committee at a later date shall be conducted via electronic votes by the Vice-Chair within 60 days following the Biannual Meeting.

ARTICLE VI: Amendments to Bylaws

SECTION 1. Amendment Process.

These Bylaws may be amended or repealed by a simple majority vote of the Steering Committee members. Amendments may be proposed by the Steering Committee on their own initiative. The Steering Committee will not present proposed amendments for consideration, which create personal liability for the members of IICTG.

ARTICLE VII: Fiscal Matters

SECTION 1. Fiscal Year.

The fiscal year of IICTG shall begin on October 1 and run through September 30 of the following year.

SECTION 2. Revenues.

For Biannual Meetings in the US, registration fees, exhibitor fees, sponsorship, and other funds received for purposes consistent with IICTG programs, operations and functions will be managed by the NCPP and dispersed for the operation and programs of IICTG. For Biannual Meetings outside of the US, the local host agency shall take full responsibility of the above matters.

SECTION 3. Expenditures.

Funds will be managed and administered by the NCPP and expenditures related to Biannual Meetings in the US. These and other expenditure shall only be for the purposes related to IICTG goals, and shall support the programs, functions and operation of IICTG. The NCPP shall be accountable to the Steering Committee in these matters. For Biannual Meetings outside of the US, the local host agency shall take full responsibility of the above matters.

SECTION 4. Budgets.

A preliminary budget, reflecting a proposed work program for the implementation of IICTG goals, shall be submitted by the NCPP or the local host of the Biannual Meeting to the Treasurer for presentation and approval at the annual business meeting. The Treasurer and Steering Committee shall review the annual budget and work program prior to the annual business meeting.

SECTION 5. Audit.


The IICTG account managed by the NCPP shall be subject to audit under the procedures of Michigan State University.

Ratification:


These Bylaws have been adopted by a vote of the Steering Committee members present at the IICTG board on **Date**, 2016.



George K. Chang, Chair of IICTG



Antonio Gomes Correia, Vice-Chair of IICTG



Guanghui Xu, Treasurer/Secretary of IICTG