



**Section Annual Report**  
**January 1, 2004 to December 31, 2004**  
**North Carolina Section Institute of Transportation Engineers**

**Officers:**

**Current Officers and Council / Committee Chairs**

**2004 Board of Directors:**

President	Calvin W. Leggett, PE
Vice President	William A. Martin, P.E.
Secretary	Jim G. Humphrey, P.E.
Treasurer	Keith D. Lewis, P.E.
Past President	Jim Westmoreland, P.E.
Section Director 04-05	Fred Burchett, P.E.
Affiliate Director 03-04	Joey Hopkins, P.E.
Affiliate Director 04-05	Paul Koch, P.E., AICP
District 5 ITE Representative 03-04	Humberto A. Tasaico, PE
District 5 ITE Representative 04-05	Terry M. Snow, P.E.

**2004 Council Chairs:**

Director 04-05	Kevin Lacy, P.E.
Planning	Lori Cove, P.E.
Engineering	Jeffery Dale, P.E.
Administrative	Jim Westmoreland, P.E.
Consultant/Vendors	Stephanie Privette, P.E.

**2004 Committee Chairs:**

Membership Committee	Adam Fischer, P.E.
Operations Committee	Dale Privette, P.E.
Nominations	Humberto A. Tasaico, PE
Audit	Mike Mabe, P.E.
Awards	Larry Meisner, P.E.
Scholarships	Jim Westmoreland, P.E.
Annual Meeting	Christa Greene, P.E.
Mid-Year Meeting	Jim G. Humphrey, P.E.
History Update	Phil W. Wylie, P.E.
Teller	Peter Nicholas, E.I.T.
Annual Golf	Mike Mabe, P.E.
Newsletter	Christine Kuchta

### Student Chapter Liaisons 2004:

Section Liaison	Fred Burchett, P.E.
North Carolina State University	Billy Williams, Ph.D., P.E.
North Carolina A&T University	Charla Gaskins & Judy Perkins, Ph.D.
University of North Carolina at Charlotte	Johnny R. Graham, Ph.D.

## Membership

The organization is structured to include: Members, Affiliate Members, New Members, Student Members, and Life Members. Members and Affiliate Members pay the same amount in membership dues. New Members are required to pay annual dues at half the amount of Members and Affiliate Members. Student and Life Members are not required to pay dues. Members are those who also have joined International ITE. Affiliate Members are those who are only members of the North Carolina Section. There are section members that belong to three Affiliate Government Agencies (USDOT, NCDOT, and City of Greensboro).

Number	Membership Grade	Section Annual Dues
173	Member	\$30.00
325	Affiliate	\$30.00
45	Student	\$0.00
2	Life/Affiliate Life	\$0.00

There were 61 new members (54 affiliates and 7 members) that joined the section during the past year. The Membership Committee enhanced its functions during 2004 and achieved the following:

- Maintained \$15 new member fee (cut from \$30 to attract more new members).
- Initiated membership drive / campaign with a goal of 500 total members. This goal was exceeded which represents more new members than the past three years combined.
- Updated NCSITE membership brochure and application.
- Provided new member welcome packages.
- Actively contacted and involved all new members in Section activities.

## Financial:

Does your section have a Federal Employer Number?

Yes If yes, what is the number?  No

The section has been operating under the International ITE Taxes ID Number (TIN). The board has discussed the possibility of obtaining its own tax-exempt status, but due to the lengthy and cumbersome process, this endeavor has been postponed until a later date.

**Beginning Balance Checking Account** \$27,963

**Checking**

**Income**

Membership Dues	\$11,018
Gross Income from Meetings	\$54,161
Investment Income	\$201
Other Income	\$1,054
Scholarship Fund Contributions	\$6,088

**Total Income:** \$72,522

**Balance:** \$100,485

**Expenditures**

Newsletter and Survey Printing/Postage and Website/Network Fees/ITRE Administrative Fees	\$2,244
Meetings	\$42,933
Council Expenses	\$911
Scholarships & Student Awards	\$5,000
Scholarship Transfers to International *	\$20,000
Board Expenses & Section Awards	\$2,320
NCSITE Presentation Booth	\$1,091
Mentor Program	\$999

**Total Expenditures:** \$75,498

**Balance:** \$24,987

**Savings**

**Balance on Hand** \$42

**Balance:** \$25,029

**Scholarship**

**Balance on Hand – ITE (through 11/30/04)\*** \$66,458

**Balance:** \$91,487

**Ending Balance of All Funds** \$91,487

\* \$10,000 was transferred to International on 3/10/04 and on 7/20/04. An additional \$10,000 will be transferred from our checking account in early 2005.

Was there a change in the Section Bylaws during this Reporting Period?

Yes If yes, attach a copy of the bylaws.  No

**Technical Activities**

Technical activities during the year are highlighted below under the **Meetings** section of this report. For detailed information on meetings and technical activities please see the **Meetings** chapter in the base of the report.

## Legislative Activities

One of the Section's goals for 2004 was to enhance our legislative activities. Our first step was to enhance our communication within the Section and our affiliate organizations. Using the Section's quarterly Newsletter and list server, NCSITE Section summarized and distributed to members and local officials' legislative briefings, news bits, and other relevant information included in the *ITE Washington Weekly*, *PENC's Legislative Alert*, and other press releases. A great example of the Section's outreach to other organizations included a personal invitation to all Section members to participate in PENC's "**Meet the Candidates Night**" in October in Raleigh. Also in 2004, several members participated in the "Blue Ribbon Commission on Urban Mobility" and were actively involved with the State's Highway Trust Fund Legislative Committee. This year, the Section's Board decided it wanted to pass on legislative information to its membership more expeditiously and continued to publish the monthly *NCSITE Involver*. This monthly publication provides updates on organization activities, local and regional news, as well as technical information. The *NCSITE Involver* allowed this important information to be distributed to the membership that would be impacted the most, so that a proactive and timely response to legislative activities could be accomplished.



## Meetings


Numerous meetings were held across the state that allowed members to meet with fellow transportation professionals, share creative and innovative ideas, and earn needed PDH hours. The following is a summary of meetings held or sponsored by NCSITE in 2004.

<b>Date:</b>	Jan 15, 2004	<b>Location:</b>	Cary, NC
<b>Name:</b>	Traffic Engineering Council Meeting	<b>Attendance:</b>	7
<b>Highlights:</b>	This working group meeting was held to set the course for the Traffic Engineering Council and to monitor the progress of tasks. Subcommittee Chairs for the Local Meetings (Todd Brooks & Tyson Graves), User Groups (Mark Dunzo), Task Forces (Dave Jones), and Annual Meeting (Christa Greene & Mike Kennon) were selected to lead the effort in these specific areas. Other tasks and action items are distributed across the council to different members.		


<b>Date:</b>	February 25, 2004	<b>Location:</b>	Cary, NC
<b>Name:</b>	Transportation Planning Council (TPC) Meeting	<b>Attendance:</b>	9
<b>Highlights:</b>	<p>This working group meeting was held to set the course for the Transportation Planning Council in 2004. The TPC is traditionally asked to organize the NCSITE Mid-Year Meeting and prepare the agenda for the Annual Meeting. The TPC issued goals for 2004 that included: "Happy Hours" and lunches throughout the region to facilitate relationship building, foster a closer relationship with NC APA, coordinate the Statewide Model User's Group, host an "Access Management" workshop, increase student chapter involvement, and host other local meetings throughout the state.</p>		

<b>Date:</b>	March 1, 2004	<b>Location:</b>	Greensboro, NC
<b>Name:</b>	Administrative Council Leadership Team Meeting	<b>Attendance:</b>	7
<b>Highlights:</b>	<p>This working group meeting was held to set the course for the Administrative Council's activities for 2004. The Administrative Council provides a forum to foster leadership development, soft skills training, transportation profession advocacy, networking, communications and activities to identify and address strategic and emerging issues for the Transportation Profession. The Council caters to Senior and mid-level level managers in the profession and those who aspire to a management role. Goals for 2004 included development of the Section's Strategic Plan (NCSITE 2020 Vision Plan), continue and grow the Mentor program, organize the Student-led local meeting, and develop the first Statewide Transportation Conference to be held in March 2005.</p>		

<b>Date:</b>	March 12, 2004	<b>Location:</b>	Wilmington, NC
<b>Name:</b>	Traffic Engineering Council Local Meeting	<b>Attendance:</b>	26
<b>Highlights:</b>	<p>Attendees were treated to a high quality and highly interactive technical program that included a variety of interesting and informative topics as well as a scrumptious and abundant lunch buffet that featured fresh shrimp fried on the premises. The following topics were covered:</p> <p>Don Bennett, PE, City Traffic Engineer for Wilmington, kicked-off the technical program with some timely and very practical lessons learned in his presentation on "<b>Successful Coordination of Milling and Resurfacing and Signal Loop Replacement.</b>"</p> <p>Joel Cranford, NCDOT Municipal and School Transportation Assistance (MSTA) Engineer, acquainted attendees with "<b>The Ins and Outs of School Traffic Designs,</b>" by walking participants through some "real world" school traffic problems in North Carolina and the solutions thereto.</p> <p>Jeff Jaeger, PE, NCDOT Traffic Safety Project Engineer, wrapped up the morning with a case study on "<b>Pedestrian Safety Evaluation at Cary High School.</b>" Jeff's presentation reviewed the work NCDOT, the Town of Cary and Cary High School had done to improve pedestrian safety at intersection of Walnut Street and Maynard Road and in the vicinity of Cary High School.</p> <p>After lunch and fellowship, Joe Blair, PE, Division Construction Engineer for NCDOT Highway Division 3, provided us with a pictorial tour of "<b>Major NCDOT Construction Projects in the Wilmington Area,</b>" which focused on the Smith Creek Parkway and the US 17 Wilmington Bypass projects with their environmental challenges and complex bridges.</p> <p>The technical program concluded with a presentation on <b>Access Management</b> by Lori Cove, PE, Technical Services Group Manager for NCDOT's Transportation Planning Branch. Lori discussed the importance of access management to recapture the performance of our roads and provide an excellent overview of its key objectives, principals and benefits.</p> <p>Immediately following the meeting, Don Bennett hosted a <b>technical tour</b> of the City of Wilmington Traffic Control Center while Joe Blair led a <b>visit to the site to one of the bridge construction projects.</b></p> <p>PDH Award: 4</p>		

<b>Date:</b>	March 24, 2004	<b>Location:</b>	Burlington, NC	
<b>Name:</b>	Signal System Users Group Meeting		<b>Attendance:</b>	48
<b>Highlights:</b>	<p>Issues and topics of interest to municipalities and NCDOT Divisions who maintain and operate traffic signal systems on the North Carolina System of Highways.</p> <p>This was a revival of the meetings that used to take place in the late '80s/early '90s where mainly just the larger municipalities were in attendance. With this kick-off meeting, smaller municipalities were asked to participate. The basic highlight of this meeting was to decide how many of these meetings were needed annually and what topics would need to be discussed in future SSUG Meetings.</p> 			

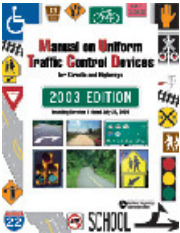
<b>Date:</b>	March 31, 2004	<b>Location:</b>	High Point, NC	
<b>Name:</b>	High Point Local Meeting		<b>Attendance:</b>	62
<b>Highlights:</b>	<p>In conjunction with the Traffic Engineering Council, the City of High Point hosted this local meeting at the High Point Museum and Historical Park. Topics included <i>Greensboro's Long Range Transportation Plan update</i>, <i>PART's Planning in the Triad</i>, <i>NCDOT's Strategic Corridor planning</i>, <i>High Point's Greenways and Pedestrian Planning study</i>, <i>NCDOT's "Moving Ahead" highway construction projects in the region</i>, and the <i>Winston Salem DOT Safety Program</i>.</p> <p>PDH Award: 4</p>			


<b>Date:</b>	April 18–20, 2003	<b>Location:</b>	Covington, KY
<b>Name:</b>	Southern District ITE Annual Meeting	<b>NCSITE Member Attendance:</b>	30
<b>Highlights:</b>	<p>The Southern District ITE Annual Meeting was held in Covington, Kentucky. During the annual banquet, NCSITE members were recognized as leaders in the transportation engineering and planning professions. Three of our members gave dynamic presentations during the technical sessions, and during the Annual Banquet, several of our members were recognized: Stan Polanis received the <i>President's Plaque</i> for outstanding District leadership, the Section was recognized as the <i>2004 Section of the Year</i>, and the NC A&amp;T State University Student Chapter was named runner's-up in voting for the <i>Student Chapter of the Year Award</i>.</p>  <p>PDH Award: 12</p>		

<b>Date:</b>	April 29, 2004	<b>Location:</b>	Greensboro, NC
<b>Name:</b>	Local Meeting - Student Chapter Members - Planning Council	<b>Attendance:</b>	65
<b>Highlights:</b>	<p>A total of 21 student chapter members and 44 NCSITE members and guests from across the state attended this day-long training event which was coordinated by and featured several presentations from members of NCSITE Student Chapters. Presentations were grouped into the following categories: Safety and Operations, Design and Construction Materials, and Planning. A total of 13 student chapter members gave nine presentations, and Caitlin Hughes provide the keynote lunch address on the "Federal Transportation Reauthorization". The program was designed and implemented by all 3 student chapters, and facilitated by the Administrative Council.</p> <p>PDH Award: 5</p>		

<b>Date:</b>	June 9–10, 2004	<b>Location:</b>	Charlotte, NC
<b>Name:</b>	Model Users Group Meeting	<b>Attendance:</b>	40
<b>Highlights:</b>	<p>Held in conjunction with the Summer Meeting (see below), the focus of this meeting was NCDOT's Transportation Planning Branch providing a synopsis of the findings of the <i>FHWA-sponsored modeling process peer review</i>. A presentation was also given by users of various modeling softwares.</p>		

<b>Date:</b>	June 9–10, 2004	<b>Location:</b>	Charlotte, NC
<b>Name:</b>	NCSITE Mid-Year (Summer) Meeting	<b>Attendance:</b>	250
<b>Highlights:</b>	<p>The Summer meeting was a banner event for the Section in 2004. The meeting kicked-off with “<i>Transportation and Land Use Mobile Workshops</i>” where groups participated in tours of the South Corridor Light Rail Transit and Station Area Infrastructure Improvements and a walking tour of Uptown Charlotte’s center city. A transportation engineering session was held to update attendees on NCDOT’s Schedules of traffic signal and signal system maintenance and included a tour of Charlotte’s Traffic Operations Center. The Meeting also included a Model User’s group workshop (see above) and technical presentations on <i>Traffic Calming</i> and <i>NEPA and the Systems Planning Process</i>. A terrific networking opportunity was held at a local brew pub, and the event ended with our annual scholarship golf tournament.</p> <p>PDH Award: 8</p>		

<b>Date:</b>	August 5, 2004	<b>Location:</b>	Raleigh, NC
<b>Name:</b>	Local Meeting - MUTCD Issues	<b>Attendance:</b>	120
<b>Highlights:</b>	 <p>The meeting discussed the Manual on Uniform Traffic Control Devices (MUTCD) and the North Carolina Supplement to the MUTCD. To add an aura of culture, the meeting was held at the North Carolina Museum of Art. The meeting was very well <b>attended by 120 persons</b> from the state, representing NCDOT, FHWA, municipalities, private engineering firms and individual practitioners. Refreshments for the morning and afternoon breaks and lunch were provided by Blue Ridge, the Museum Restaurant. Following is a description of the technical program:</p> <p>Brad Hibbs of FHWA kicked-off the technical program on the MUTCD, and along with Bruce Friedman of Kimley-Horn Associates provided an overview/update of the 2000 and 2003 editions of the MUTCD.</p> <p>Following the morning break, Ken Ivey, Branch Staff Engineer for the NCDOT Traffic Engineering and Safety Systems Branch provided an overview of the NC Supplement to the MUTCD, and was followed by Ron King, Signing Engineer for NCDOT. After lunch and fellowship, Rob Ziembra of the Signals and Geometrics Section presented their changes to the MUTCD supplement.</p> <p>The meeting concluded with a roundtable/panel discussion. Our distinguished panel of experts included: Ken Ivey, Richard Mullinax, Ron King, Rob Ziembra, Brad Hibbs, and Bruce Friedman. The floor was opened to questions, and several intriguing scenarios were discussed with the panel and the audience.</p> <p>PDH Award: 4</p>		

<b>Date:</b>	October 14, 2004	<b>Location:</b>	Charlotte, NC
<b>Name:</b>	Charlotte Local Meeting	<b>Attendance:</b>	55
<b>Highlights:</b>	<p>“Where the Rubber Meets the Road”, the Transportation Planning Council’s Fall local meeting was a huge success. Attendees were treated to presentations on Tire Technology (Continental Tire), Open Graded Friction Course Pavement Performance (SCDOT), and ITS and Highway Incidents (NCDOT). A moonlit social and dinner buffet was held on the Holiday Inn-Center City rooftop overlooking construction of the Uptown Arena, home of the future Charlotte Bobcats.</p> <p>PDH Award: 2</p> 		

<b>Date:</b>	October 19, 2004	<b>Location:</b>	Wilmington, NC
<b>Name:</b>	Signal Systems Users Group	<b>Attendance:</b>	57
<b>Highlights:</b>	<p>Broad participation came from across the state for this meeting of the Users Group. The total number of attendees was comprised of representatives from 11 municipalities, 6 Private Engineering Firms, 10 NCDOT Divisions, and the NCDOT ITS &amp; Signals Unit. Discussion and Presentations on Maintenance Schedule "C&amp;D" reporting, signal system timing practices, Dallas Phasing, 4-Section Signal Head for Protected-Permitted Left Turn signal phasing, IP Networks for CCTV video and signal systems, Broadband Communications over power lines, Wireless Communications, and Fiber Optic communication networks. This meeting was purposely scheduled so that those who wished could stay in Wilmington and attend the statewide MPO Conference the following days.</p>		

<b>Date:</b>	October 20, 2004	<b>Location:</b>	Wilmington, NC
<b>Name:</b>	Access Management and Corridor Preservation Workshop	<b>Attendance:</b>	54
<b>Highlights:</b>	<p>In conjunction with the Statewide MPO Conference, the Transportation Planning Council sponsored this workshop on Access Management and Corridor Preservation. Presentations were given on the following topics: <i>Transportation Corridor Preservation and the Official Map Act, Corridor Protection and Land Development, Strategic Highway Corridors</i>, and the <i>US29 Access Management Study</i>.</p> <p>PDH Award: 3</p>		

<b>Date:</b>	October 20, 2004	<b>Location:</b>	Wilmington, NC
<b>Name:</b>	Model User's Group Meeting	<b>Attendance:</b>	38
<b>Highlights:</b>	Also in conjunction with the Statewide MPO Conference, the Transportation Planning Council sponsored this user's group meeting. A short meeting was used to update members on the Metrolina Model and a representative from Caliper Corporation was on-hand to conduct a Q&A session regarding their product.		

<b>Date:</b>	November 18, 2004	<b>Location:</b>	Raleigh, NC
<b>Name:</b>	Key Elements of Management – The Road Less Traveled	<b>Attendance:</b>	30
<b>Highlights:</b>	A select group of Section members were invited to attend this one-day Management workshop facilitated by Dr. Ernest Tompkins of the Tompkins Consulting Group. Topics included panel discussions on hot issues to soft skills development led by members of the Administrative Council.  PDH Award: 5		

<b>Date:</b>	December 2, 2004	<b>Location:</b>	Raleigh, NC
<b>Name:</b>	NCSITE Annual Meeting/Banquet	<b>Attendance:</b>	304
<b>Highlights:</b>	<p>This year's coup de gras for the Section was, once again, our Annual Meeting and Banquet. Held at the aging and soon-to-be replaced Raleigh Civic and Convention Center, more than 300 attendees, guests, vendors, students, and presenters came to enjoy a dynamic program that included something for everyone. Technical sessions sponsored by the Transportation Planning, Traffic Engineering, and Administrative Councils included:</p> <p><i>Raleigh's Downtown Livable Streets, Redesign of Fayetteville Street, and the new Convention Center, Accident Reconstruction Case Studies, NCDOT's Perspective and Tort Claims, Emerging Issues in Highway Project Financing and Emerging Trends in the NEPA process, 511 Before and After, Smart Work Zones and the Cary ATMS project, Charlotte's Skinny Streets, and FHWA's Shared-Use Path Levels of Service.</i> There was even a presentation and hands-on demonstration of the Segway-Human Transporter.</p> <p>The annual Luncheon Honoring NCSITE Past Presidents was held with over 250 in attendance with Richard Atkins providing the keynote address on NCSITE's Strategic Plan for the future.</p> <p>Other highlights of the Meeting included a session on Transportation Homeland Security, a business meeting, vendor/consultant exhibits,</p>		

	<p>sponsored breaks and door prizes, a silent auction (\$2,638 raised for scholarships), social hour, awards banquet, election results and swearing in of 2005 officers, and this year's favorite event, the <i>Student Quiz Bowl</i>.</p> <p>The Student Quiz Bowl was a Jeopardy-style competition between our three student chapters. Three-person teams competed in answering questions related to transportation systems, the MUTCD, North Carolina transportation miscellany, and other challenging subjects. The winning team, the UNC-Charlotte 49ers, emerged victorious and will represent the NC Section at the Southern District Annual Meeting in April in Savannah, GA.</p> <p>The Board demonstrated its strong commitment earlier in the year in voting to sponsor \$1500 toward the travel expenses for the winning chapter's team members to attend the District competition. We know that our Section's team will be victorious!!</p> <p>PDH Award: 6.5</p>
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NCSITE is pleased to be certified by the North Carolina Board of Examiners for Professional Engineers and Land Surveyors to provide Professional Development Hours (PDH) for continuing education. All of our technical training and local meetings qualify for PDH credits. A total of over 53 PDH's were offered by NCSITE during 2004.

## Student Chapter Activities



All three of the Section's student chapters, North Carolina State University (NCSU), the University of North Carolina at Charlotte (UNCC), and North Carolina A&T State University (NC A&T), were extremely active this year. This year's student activity was highlighted by involvement at the NCSITE mid-year meeting as well as the NCSITE annual meeting through presentations and committee work. In addition, each chapter was responsible for holding local meetings on campus to share information and discuss new transportation initiatives with their student members. Several student members participated in community service activities including "Adopt a Highway" program and "Green Heroes" (a Greensboro-based adopt-a-street program).



Traditionally NCSITE has had a student chapter liaison represent each institution. This person is the primary link between the Section and the student chapters at NC A&T, NCSU, and UNCC. Over time it has become apparent that this function is more effectively carried out by a group of Section members rather than just depending on one representative. In 2004, a new initiative was enacted to create student liaison teams in the Metrolina, Triad, and Triangle areas. To some extent, this will be just formalizing much of the work that is being done in with the Student Chapters at A&T and UNCC.

This development of student liaison teams was an effort designed to build on the great work of the student chapters, taking our efforts to a higher level than one person acting alone can achieve. Brent McKinney, a long-time supporter of nurturing student chapters, developed a mission statement and a set of duties and functions for each team with the goal of better integrating the student chapter members into the activities of the Section. The liaisons will evolve into team leaders and have assistants assigned to help in achieving their goals.

- Enhanced Student Chapter Involvement and Activities:
- Board adopted new incentives to support student chapter operations (\$400/year to each chapter meeting certain performance criteria).
- Board adopted policy that allows all active student chapter members to attend and participate in any NCSITE meeting for free!
- Student chapters coordinated and held meeting in Greensboro to showcase research and projects.
- Several members and affiliates participated in student chapter activities and meetings.
- NC A&T Student Chapter assisted NCSITE in Green Hero's Adopt-a-Street pick-up.

## Awards

Each year, the Section recognizes outstanding members along with one non-member for their contributions to the profession, Section, and transportation. The winners are selected by a peer group and are recognized during the annual meeting. This year the Section presented the following awards:

R. V. Moss Lifetime Service	John Bauerlein, P.E.
Robert J. Dodge Professional Image	Benton G. Payne, P. E.
Jay W. Quinn, Jr. Technical Excellence	no award given
Contribution to Transportation	Dr. Downey Brill
Young Professional	Jeffery W. Dale, P. E.
Paul D. Cribbins Cup	NCSU
President's Award	Richard Atkins P.E. & Burt Tasaico P.E.

## Scholarships

The Section continued its efforts to expand the profession by awarding scholarships to five deserving students in graduate or under-graduate programs at the three universities affiliated with the Section through student chapters.

The following recipients were presented their awards and **\$1000 each** during the annual meeting:

Roy D. Williams Honorary	Anthony P. Tagliaferri, E.I., NCSU
Herman J. Hoose Memorial	Ashton Bryan Watson, UNCC
Dale Brent McKinney Honorary	Justin Bullock, NC A&T State
Cyrus Painter Memorial	Emelina Diaz Wiley, NC A&T State
Don Blackburn Memorial	Caroline MarDeane Kone, UNCC

## Other

The Section's webpage ([www.itre.ncsu.edu/ncsite](http://www.itre.ncsu.edu/ncsite)) was continuously updated during the 2004 calendar year. The use of the listserv with more than 400 members listed has proven to be an effective way to communicate timely information.

The following chapter *The Year in Review* provides a detailed description of section activities. From local meetings across the State to social events that bring together the fellowship of the organization, NCSITE has strived to build an organization based on professionalism, integrity and enjoyment.



## NCSITE 2004 Annual Report Card

### 2004 Goals:

- ✓ Review current Strategic Plan (NCSITE 2000) and develop a new Plan for the next twenty years  
*Success:* Not only did our Administrative Council conduct a “visioning” exercise that included many focus groups, brainstorming activities, and consensus-building sessions, the *NCSITE 2020 Vision Plan* was finalized and adopted by the Board.
- ✓ Increase NCDOT's level of support for NCSITE and its activities  
*Success:* Of the 61 new affiliate members, 21 or 34% were NCDOT employees. The Section enjoyed broad NCDOT participation in local meetings, Council leadership, the mentor program, and other 2004 initiatives.
- ✓ Update our Bylaws to be consistent with SDITE and ITE bylaws  
*Success:* Thorough efforts of our Operations Committee, revised bylaw language is finalized and set for a Board vote in early 2005.
- ✓ Accept a lead role in development of the Southern District ABD Scholarship Bowl Competition  
*Success:* Through the efforts of our District representatives and Fred Burchett's leadership, the competition was transitioned to a team concept and the Board approved of financial sponsorship for the Section's winning team to compete at the District Annual Meeting in Savannah in 2005.
- ✓ Enhance Student Chapter Involvement  
*Success:* 2003's outstanding student chapter (NC A&T State) hosted the annual Student-led Local Meeting, the first time that a student chapter organized and hosted such a meeting.

### **Other Notable Successes:**

- Transferred \$20,000 to International ITE account for scholarships
- Received the *2004 Section Activities Award* – the highest award presented by International ITE to a Section
- Incorporated 2003 Mentor Program Protégés in Leadership Team
- Broadened Council Participation
- Continued work on Strategic Initiatives/Review
- More than 1400 people attended all the various NCSITE meetings in 2004
- Developed a Meeting Packet – a blueprint to organize and conduct future local meetings
- Grow the NCSITE Mentor Program – This year’s program matched 11 mentors with 11 protégés
- Reach a membership level of 500 total members by year's end - We have over 520 to date
- Finalize Operations Manual - The Manual was finalized and posted on our website in April
- Transition liaison with the student chapters from an individual to a team approach - Planning Council members have teamed to attend Student Chapter meetings and reach out to Universities to assess interest in forming new student chapters
- Increased social/networking opportunities for members – Planning Council invited all members to attend “happy hours” after each Council meeting