

DRAFT Minutes 1st WCCE Executive Committee meeting, on November 17th 2006 in Madrid

The 1st WCCE Executive Committee Meeting, held at the premises of the Colegio de Ingenieros de Caminos, Canales y Puertos in Madrid on November 17th, from 9 am to 19 pm.

Participants:

Jose Medem, President	
Rafik Meghji, Tanzania	(representative for Africa)
Edelmiro Rúa, Spain	(representative for Europe)
Damian Robledo, Mexico	(representative for America)
Carsten Ahrens, ECCE and Germany	(representative for ECCE)
Martin Manuhwa, Zimbabwe	(vice president, SC Education)
Emilio Colón, Puerto Rico	(vice president, SC Construction)
Jette Bohsen, executive director	
Juan Santamera, Escuela de Ing de Caminos, Madrid	(observer)

Apologise:

Vassilis Economopoulos, Greece	(Treasurer)
Gülay Ozdemir, Turkey	(vice president, SC Nat. Disaster)

Introduction by the President, Jose Medem who welcomes everybody and explains the program for the day.

Introduction by each participant.

Approval of Agenda

Report by the President

- . WCCE Founding Event and First Assembly held in Mexico on July 15th 2006
- . UPADI annual meeting, September 2006
- . WFEO- Exec Council Meeting, October 2006
 - Anti-Corruption Task Force/ Standing Committee
 - IAB- WEC-08
 - Presentation of the WCCE
- . ECCE Spring Meeting, May 2006
 - Approval as first International member of WCCE
- . Other Regional Organizations
 - NAACE
 - ACECC : **WCCE has received an invitation to participate in the triennial 4th CECAR conference in Taipei, 25-28th June 2007 (Civil Engineering Conference in the Asian Region <http://www.elitepco.com.tw/4cecar/>)**
- . Other Organizations
 - Letter from president ICE- UK (Annex)
 - Letter from president JSCE, Japan (Annex)

. Explore possibilities of collaboration between WCCE and the External Service of the European Union, under the European Commission. The assistance covers a panoply of target areas from humanitarian assistance, support for democracy and human rights as well as independent media, over mine clearance and reconstruction, institution and capacity building to traditional development aid.

Progress Report by Secretariat

. Financial situation in general. Discussion about WCCE fiscal year.

- **Will adjust to Spanish Law. Presentation of accounts to General Assembly adjusted to closest quarter (May, Q1st).**

. Membership Fees

New calculations of membership fees calculated and circulated to all members and participants in Mexico beginning August 2006 and so far no response received by any member. By end of January 2007, fees for half of 2006 and full 2007 are due to be paid.

- **Fee proposal sent out August 2006 was approved.**
- **Letters will be sent out to members end December 06 requesting payment, bank account details, explaining calculation method**

. Web page

Task Group to assist Secretariat: E Colón, M. Manuhwa, R Meghji and D. Robledo. A final “draft” will be available for comments by end Feb 2007

- [Http://www.wcce.net](http://www.wcce.net) Agreed
- **FTP site to be available January (Access from Colegio’s server)**
- **By summer 07 design PDA access webpage for WCCE**
- **Further detail on contents etc on webpage will be discussed by Task Group upon receipt of draft from J. Bohsen**
- **Peer review of content**
- **Registration of “civil engineers” civil engineering” .com/.org if possible.**

E-bulletin: It was agreed so far to ask for a section at the WFEO e-Bulletin until WCCE produces its own.

. Data base

Outlook 2003 will be used, up till 750 entries
Institutional webpage direction for each organisation to be included

. Registration of WCCE

In the process of meeting the requirements. Further information/documents form founding members may be requested by Spanish authorities.

. Registration forms for members

Application form for all member types except Individual Professionals:

- **Secretariat will introduce changes in text : Point 4 excluded; and in actual application form delete 5. Annual turnover.**
- **Proposal pending as to what kind of “certificate” will be given to a member (categories) as proof of membership of WCCE in good standing. Proposals expected from ExCo members to Secretariat.**

Application form for Individual Professionals

Application form for civil engineering students (annual due pending)

. Conference calls

In order to reduce travel expenses, it is intended to celebrate Executive Committee meetings via telephone conferences, at least 4 per year.

- **Secretariat to explore MSN and ICQ, apart from Skype and Arcadia. Any suggestions from members welcome.**

. WCCE leaflet

To be re-issued in its current form for information purposes. Can be sent in paper form from Secretariat upon request. Better in Pdf format, to be distributed to ALL WCCE members for dissemination.

. Other issues discussed:

- **Registration of WCCE logo (Secretariat)**
- **Web manager (Secretariat)**
- **Possible misuse of WCCE logo. Introduce article in By-laws (secretariat draft)**
- **WCCE AWARD Programme**
E. Rúa will propose draft format according to current system at Colegio and contact large Spanish construction firms to ask for financial support.
Other regions will also ask companies for support.
Secretariat will circulate to ExCo members brief on ideas suggested on Nov 17th 06.
Proposal ready and to be discussed on 23rd Feb. 07
Final proposal to be submitted to General Assembly in Zimbabwe

Strategic Plan

. Initial proposal by E. Colon.

Objectives/Vision/Mission

- Mission statement “Civil Engineering is the choice for young people Civil engineering is the choice for reduction of global poverty” The experience of EACH civil engineer is important.

Mission: Identify activities

Objectives: Activities for each membership group. Matrix: How many members/which countries/

Develop membership in each category: /Communication on web page/Alliances/membership benefits/

Set up specific working groups with WCCE: Clear targets/Deadlines/

To sell database of professional papers through web page/seminars/ How to make WCCE known.

Engineering News Int Top 200 list.

- **Working Group M. Manuhwa, E. Colon and J. Bohsen to draft Strategic and Action Plan. Time table.**
- **A draft will be circulated among ExCo members for comments and discussed on Feb 23rd 2007.**
- **Must be ready to be presented at General Assembly in Zimbabwe.**

Membership

. Contacts

. Civil Engineering Students.

- **Student Proposal presented by E. Colon to be developed with comments regarding dues sharing Fee Credits (National organisation-WCCE)**

Comments during meeting: Consider Student Chapters from academic institutions. BEST, IASTE, /national organisations/individually. Decide if restricted access to certain information available to full members.

- **Final annual fee to be set by E. Colon**
- **Proposal as presented approved**

Reports from Standing Committees

Secretariat to request all National members to propose representatives to each Standing Committee.

. Committee on Construction

A detailed presentation of Puerto Rico's proposal was made.

. Copy will be circulated to all member organisations when request for participants sent out.

The S.C has already celebrates two important events:

Seminar on Maritime Zone Delineation on 28th September 06 in San Juan Puerto Rico with 120 attendees;

Seminar on Caribbean Urban Sustainable Development on 11 and 12th November 06 in Santiago, Dominican republic with 210 attendees.

. Power point presentation will be circulated to all members

- **Tanzania will host Sub Committee on Ethics and Integrity (anticorruption) on a temporary basis. Have a look at C. of E. produced by WFEO, API, UPADI**
- **Anticorruption: proposal for collaboration with Transparency International, Neil Stansbury neil.stansbury@transparency.org.uk E. Colon will invite N. Stansbury to Zimbabwe**
- **Synergies with Natural Disaster Standing Committee**
- **Send resumé of answer to “5 questions “ to Ms. Kathy Sierra at World bank (E. Colon)**
- **Memorandum Of Understanding signed between WCCE and the International Code Council, Falls Church Virginia USA.**

. Committee on Education, Training and Capacity Building

A detailed presentation of Zimbabwe's proposal was made and accepted. Out of all “Principal Activities” mentioned, a few will be chosen to focus on.

. Copy will be circulated to all member organisations when request for participants sent out.

- **Cooperation with EUCEET III in liaison with ECCE through Carsten Ahrens, who will become vice president of Standing Committee.**
- **Secretariat will produce and send official WCCE letter of support signed by J Medem to EUCEET Coordination Committee requesting the above.**

- **A letter will be sent to International Organisations (WFEO and similar) asking them to participate**
- **Mobility of engineers also suggested as a topic**

. Natural Disasters

A detailed presentation of Turkey's proposal was made and accepted.

- **Spain will participate in the SC, so will Mexico.**
- **Costa Rico was proposed as vice president**

.Copy will be circulated to all member organisations when request for participants sent out.

. Report on WCCE Foundation Activity

. Urban Development Committee Proposal

Should be redefined in more precise terms. D. Robledo agreed to develop a Committee on Water.

- **Proposal must be presented to Ex Co by 23rd February 2007**

. Spain will be presenting a proposal for a Committee on Management of Infrastructure and Public Services.

- **Proposal must be presented to Ex Co by 23rd February 2007**

By- laws

. Election of President Elect

Who are eligible:

Candidates must belong to Executive Committee and belong to a member with voting right, i.e. belong to a National or International member. Candidate must also be an experienced civil engineer and with a proved international exposure.

. Letter will be sent out to National and International members by mid-December 2006. (Secretariat)

. Candidates to present the following documents before the end of Jan 2007:

CV

Letter supporting candidacy from Member Organization, need not provide financial support.

If only one candidate, elected by acclamation

If two, vote

If more than two, follow elimination process

Preparations for General Assembly- 2007 in Victoria Falls, Zimbabwe

Pending on final approval from Zimbabwe commission by 1 December 06:

- **Final dates agreed: Friday 25th and Saturday 26th May 2007**
- **Venue: Victoria Falls, Zimbabwe**
- **Invitations to be sent by 18th December 2006 with first draft programme**
J. Bohsen will circulate list of organisations to be invited for comments, proposals etc to ExCo members by 4st December 06
- **M. Manuhwa will explore possibilities of a meeting during General Assembly with construction companies (from WCCE countries) and local politicians regarding World Cup 2010 infrastructure in Zimbabwe and neighbouring countries.**

Agreement with WFEO

Explore possibilities of WCCE becoming an International member of WFEO or Associate member. Offer to WFEO to become an International member. J. Medem will be in charge.

Next meeting

- **Next Executive Meeting will take place through a conference call on February 23rd February 4pm Madrid time, 9am Mexico City, 5pm Harara and 6pm Dar es Salaam.**

<http://www.timeanddate.com/worldclock/full.html>

All documents to be tabled shall be received by all ExCo members no later than Friday 16th by email as attachment or via email with URL to FTP site.

Call will be initiated by Secretariat, Madrid

J. Bohsen, November 2006