NSPE House of Delegates
Orientation - Part 2

Meeting Itinerary
Agenda
introduction

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NSPE Executive Director & NSPE Secretary

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NSPE President-Elect
Introduction

This webinar/teleconference will provide an overview of the upcoming NSPE Annual Meeting and specifically topics for the House of Delegates Meeting.

We will be asking for your input on the finalization of the agenda too so that it engages the House of Delegates in the most meaningful way.
Questions and Answer Session

- Dial 866-548-4703: Passcode: 218605
- If you have a question, in order to unmute your line, press *6
- Please introduce yourself before you ask your question
- When you are done asking your question, please press *6 to re-mute your line
NSPE House of Delegates
Meeting and Agenda Overview

- **Dates:**
  - July 1-6, 2014

- **Location:**
  - Grand Hyatt Washington
    - 1000 H Street NW
    - Washington, DC 20001
    - (202) 582-1234

[On the Washington Metro Blue/Orange and Red Lines: Metro Center Station]
Pre-Conference Events (Optional)

- NSPE Executive Committee Meeting
  - July 1 – 8:00 am - Noon

- NSPE State Society Executive Council
  - July 1 – Noon – 5:00 pm

- Tour of US Capitol (hosted by DCSPE)*
  - July 1 – 2:00 pm

- Reception at NSPE Headquarters
  - July 1 – 6:00 pm – 8:00 pm

- Night Tour of the Monuments (hosted by DCSPE)*
  - July 1 – 8:00 pm – 10:00 pm

* Separate Registration Required
Wednesday, July 2\textsuperscript{nd}

- 8:30 – 10 AM: Opening General Session
  - Keynote: Lt. General Jeffrey Talley, Chief of Army Reserve
- 10:30 AM – Noon: Leadership Track Educational Programming
- Noon – 1:30 PM: NSPE Networking Lunch
  - Order of the Engineer
  - Keynote: Victor Menendez, Deputy Secretary, US Department of Transpiration
- 1:30 – 5:30 PM: Leadership Track Educational Programming
Thursday, July 3rd

- 8:30 AM – Noon: Leadership Track Educational Programming
- Noon- 1:30 PM: Networking Lunch
  - Awards of Excellence
- 1:30 – 3:00 PM: Leadership Track Educational Programming
- 3:15 – 4:30 PM: Closing General Session
- 4:45 – 5:45 PM: Regional Meetings
Friday, July 4th

Free Day: No Official Business Planned
Saturday, July 5th

- 8:00 AM – Noon: NSPE 2014 House of Delegates Meeting
  - Advise NSPE Secretary in the event of a HoD or other substitution
  - Business casual for delegates; business dress for officers
  - Review seating chart outside of HoD Meeting Room for your seating location

- Noon – 1:30 PM: Networking Lunch
  - Installation of Officers with Keynote Speaker
  - NSPE Board to assemble prior to Installation at a location to be announced
  - Business casual for delegates; business dress for officers

- 1:30 PM – 5:00 PM: NSPE Joint 2013-14 and 2014-15 Board of Directors
  - Optional for HoD Delegates: You are welcome to observe
NSPE House of Delegates
Meeting and Agenda

Saturday, July 5, 2014
8:00 am – Noon
Expectations

- Please be at your seats by 8 AM
- Please review agenda and supporting documents in advance and be prepared to address NSPE House of Delegate agenda business items
- Please be respectful of your peers and guests
- Please plan to remain for the entire NSPE House of Delegates Meeting
Agenda Overview

- Call to Order
- Review and Approval of the Agenda
- Elections
  - Introduction and Speeches from Candidates for Vice President and NSPE Board Member-At-Large
  - Voting
- Year End Reports
  - President
  - Treasurer
  - Executive Director
Agenda Overview (Continued)

- International Guests Invited to Address the NSPE House of Delegates
- Report of the Tellers Committee: Election Results
- Vote on NSPE Strategic Plan
- Recognitions
- Other Business to Bring Before the House of Delegates
- New Business
- Announcements
- Adjournment
Open Discussion: NSPE House of Delegates Agenda

We want your input into your NSPE House of Delegates Agenda
NSPE IN DC ON DURING OUR NATION’S 4TH OF JULY CELEBRATION...AND MORE OTHER EVENTS GOING ON AT THE ANNUAL MEETING
Networking and Social Events

Tuesday, July 1\textsuperscript{st}

- Tour of US Capitol (hosted by DCSPE)*
- Reception at NSPE Headquarters (hosted by DCSPE)
- Night Tour of the Monuments (hosted by DCSPE)*

Wednesday, July 2\textsuperscript{nd}

- NSPE Networking Luncheon
  - Order of the Engineer
- Networking Reception (hosted by VSPE)
- Young Engineers/Student Happy Hour

* Separate Registration Required
Networking and Social Events (continued)

Thursday, July 3rd

- NSPE Networking Lunch
  - Awards of Excellence
- Networking Reception (hosted by MdSPE)
- Dress Rehearsal for July 4th Entertainment on the National Mall

Friday, July 4th

- Washington Nationals – Chicago Cubs Baseball Game (hosted by DCSPE)*
- July 4th Fireworks on the National Mall

* Separate Registration Required
Committee and Task Force Meetings

- NSPE Political Action Committee
- NSPE Educational Foundation Board
- PEG, PEHE, PEC and PEI Interest Groups
- Young Engineers
- NSPE Past Presidents Council
- NSPE Legislative and Government Affairs Committee
- NSPE Licensure and Qualifications for Practice Committee
- and more…

Your obligations as a Board or House of Delegates member may preclude your participation in these events
Educational Programs

- **Seminar Tracks:**
  - General Education Track
  - Young Engineer Track
  - National Academy of Forensic Engineers (NAFE) Track*

*Your obligations as a Board or House of Delegates member will generally preclude your participation in these events*

* Separate Registration Required
For details on any of these events, please visit the NSPE Annual Meeting Website

http://www.nspe.org/resources/annual-meeting
Logistical Preparations Checklist

- Are you registered for the meeting?
  
  Visit: [http://www.nspe.org/resources/annual-meeting](http://www.nspe.org/resources/annual-meeting)

- Have you reserved your hotel room?

- Do you have your transportation arrangements?

Information on hotel and travel is on the NSPE website:
[http://www.nspe.org/resources/annual-meeting/hotel-and-travel](http://www.nspe.org/resources/annual-meeting/hotel-and-travel)
What’s Covered

- Overview of what expenses are reimbursable and reimbursement process for:
  - HoD Delegate
  - Board Member
  - Incoming State President
Travel reimbursement for HoD/BoD members to NSPE 2014 Annual Meeting
(in accordance with OP 2.9)

What is covered.
- Lowest available round trip coach airfare purchased in advance
- Terminal expenses to/from airport/hotel
- Airport parking
- Up to four (4) days per diem at $50 a day (in order to receive the full four days delegates will need to attend the two day leader conference on July 2 and July 3 in addition to the HoD assembly on July 5)
- Mileage reimbursement. If traveling by car, reimbursement will be at the IRS allowable rate at the time of travel, but cannot exceed the cost of roundtrip coach airfare.
- Car rental. Reimbursement for car rental cannot exceed the total cost of terminal expenses to/from airport/hotel.

What is not covered.
- Per diem for days of travel
- Meeting registration, hotel, meals and tickets to tours.

Reimbursement forms will be available at the HoD Assembly.
Travel reimbursement for State Society’s 2014-15 Presidents
(as approved by the NSPE President)

- Reimbursement will be up to $400 to cover travel expenses for 2014-15 State Presidents attending the two day state leader conference on July 2 and July 3.

- Reimbursement forms will be available at the Annual Meeting.
NSPE House of Delegates Orientation
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Final Comments

Adjournment