

AMERICAN SOCIETY OF HIGHWAY ENGINEERS
STUDENT MEMBERSHIP GUIDELINES

Introduction

These guidelines are designed to assist local Sections in establishing Student Chapters that would be directly tied to the local Section and the Region. By-Laws of the Student Chapter should mirror the local Section and should always remain compatible.

ASHE National encourages all Sections to initiate and maintain a relationship with institutions of higher learning that offer engineering degrees. As the Student Chapters are formed, they can also become an integral part of the ASHE Section Scholarship Program. Establishing Student Chapters is highly recommended by the National Board.

The guidelines below are meant to be only tools for the Sections or committees. Successful establishment of a Student Chapter is a way to increase long term memberships. As students are exposed to ASHE while in school, they will be predisposed to join the society once they graduate.

Students

Student Membership in the American Society of Highway Engineers should be open to students who are engaged in undergraduate studies, associates degrees and technical institutions pursuing a career in a transportation highway field related industry but not limited to the following disciplines:

- Civil Engineering
- Structural Engineering
- Environmental Science or Engineering
- Construction Engineering
- Engineering Technicians

Student Members are afforded all the rights and privileges of ASHE Membership that includes the following:

- Meeting Announcements
- Sections' Newsletters
- National News Publications and Conferences
- Regional Information and Support

National waives the normal initiation fees for Student Members, but the annual assessment of \$20 will continue to be collected by the Sections and forwarded to the National Secretary. Sections may reduce or waive the amount of the Student Member's annual dues. All mailings and data distribution to the Student Members will be through the local Section Secretary. The application to be filled by every candidate student should be compatible with the local Section application format. The Section Student Committee will review and approve the application submitted by the student.

To qualify as a Student Member, the applicant must be an undergraduate student (as defined by the institution), in a university, college or technical school. Sections may sponsor Student Chapters in the local institutions or encourage student participation in the local Section's general membership activities. Sections may also offer a reduced cost to the Student Members to their monthly Section Dinner Meetings. Upon graduation, the student will be upgraded to a Member. If the student relocates after graduating, transfer to the appropriate Section will be handled like any other membership transfer.

Steps to Take to Create a Student Chapter

One of the local Section goals is to create a **Student Chapter Committee** and work to encourage participation of the institution's staff and instructors as members of the local Section. The committees should coordinate with the Region in order to eliminate two Sections targeting the same institution. It is recommended that the local Sections establish liaisons and faculty advisors for the Student Chapter. In order to encourage

participation of faculty and staff, the local Section may offer complimentary membership for these faculty members.

Scholarships

When a scholarship is awarded to a student, an application for “Student Chapter” should be completed with the expectations that the student will become active in ASHE and will encourage others to join and to apply for future scholarships.

Relationships with the Institutions

Once liaisons have been established, an introductory meeting should be held at the university. This meeting should allow potential Student Members to meet members from the local Section, along with the established liaison and faculty advisors. Next, a Student Chapter should be formed with an elected Student Board and Officers.

Finding a Champion

The success of initiating and sustaining a Student Chapter hinges on finding a student who truly believes the benefits of building highways and bridges and an genuine interest in ASHE as a means to reach the goals of an efficient and effective highway system.

Finding that student is key to the success of the new Chapter. Since the student life is very short, that effort must be continuous.

Student advisers will play a big role in finding and sustaining the champion, therefore, a strong relationship must be kept with school advisers and department heads. Invite the advisers, teachers and department heads to dinner meetings as much as feasible so that they can get an idea of what ASHE is all about.

Post Establishment of a New Student Chapter

After the Student Chapter has formed, the local Section should continue to interface with the Student Chapter through a variety of means. Some examples include the following:

- Hold local Section functions at the university if possible.

- Plan joint meetings, field trips and social events to include the Student Chapter.
- Recognize the Student Chapter at the local Section activities and post Student Members' names on the local Section's Website (if available).
- Provide discounts to the Student Members for the local Section's activities (luncheons, etc.) and on membership dues.
- Encourage the faculty advisors to provide additional incentives for the Student Members to participate in the local Section's activities.

The Student Chapter Committee should coordinate with Scholarship Committees and advertise at the universities to establish a scholarship for deserving student. Such a scholarship should reward an outstanding student who is majoring in a highway related field.

The local Section should also invite the university's representative to discuss cooperative work experience and internship programs with the local Section members who are active in the local workforce. The goal is to establish work program agreements between the university and the local highway industry's companies or organizations. Additionally, the local Section should work with the university's representative to establish mentoring programs if applicable. The goal is to pair experienced workers in the highway industry with students who will soon enter into the workforce.

Responsibilities

The Region shall monitor the "Student Chapter" program and shall give support and guidance to the local Sections. The Region will collect from the Sections all data pertaining to the students. Financial support from the Region to the local Student Chapter Committee could be made available, if feasible.