Mortenson Center in Engineering for Developing Communities Bylaws

University of Colorado at Boulder
Bylaws for the Mortenson Center in Engineering for Developing Communities

Article I. Name and Purpose

Section 1.01 Name

The name of the organization governed by these bylaws shall be the “Mortenson Center in Engineering for Developing Communities,” hereinafter referred to as the “Center,” “MC-EDC,” or the “Mortenson Center.”

Section 1.02 Purpose

(a) Mission

The MC-EDC promotes integrated and participatory solutions to humanitarian development by educating globally responsible engineering students and professionals to address the problems faced by developing communities worldwide.

(b) Vision

The vision of MC-EDC is of a world where all people have access to the knowledge and resources with which to (i) meet their basic human needs in an equitable way and (ii) promote sustainable development in areas such water supply, hygiene and sanitation, shelter, food production and processing, energy, health, transportation, communication, income generation, and employment creation.

(c) Values

We believe in educating a new generation of leaders—engineers who look beyond traditional solutions to solve the concerns of developing communities, in direct collaboration with host community partners.

We believe in the capacity development of host community partners so that, over time, people, organizations, and societies can develop the knowledge and skills necessary to set and achieve their own development objectives.

We believe that the non-engineering elements of local needs are almost always more complicated than the engineering aspects, and seek to instill this reality within the engineering profession.

We believe in partnerships with a broad cadre of institutional, academic, development, and engineering professionals that are willing to assist in building toward a more equitable and sustainable world.

We believe in sustainable projects that are symbiotic with the environment, society, and culture and build capacity for people to solve their own problems.
We believe in change that can contribute positively to communities; change that, if started now, will provide new solutions over time; and change that can interrupt the cycle of poverty.

We believe in ethics that require the highest level of integrity; ethics that promote honesty, communication, and forthright disclosure; ethics that promote human dignity, value, and respect of diversity; ethics that promote social responsibility and appropriate action; ethics that promote fairness and equitable distribution of time, effort, and resources; ethics that promote responsibility to share skills and resources; and ethics that recognize that people should not be exploited in any form whatsoever.

Article II. Form and Function

Section 2.01 Membership procedures, rights, privileges and responsibilities

Membership shall consist of the Center staff, Executive Committee, Affiliated Faculty, and External Advisory Board as described in Section 2.02.

Section 2.02 Governance

The Center shall be organized in accordance with the applicable fiscal and management policies and procedures of the University system, the University of Colorado at Boulder, the College of Engineering and Applied Science (the "College"), the Department of Civil, Environmental, and Architectural Engineering (CEAE), and these bylaws. The Center shall reside in the CEAE Department.

(a) Center Director

The Center shall be administered by a Director, who will simultaneously hold the Mortenson Endowed Chair in Global Engineering ("Mortenson Chair") and provide programmatic leadership. The Director shall report to the CEAE Department Chair who, in turn, reports to the Dean of the College. In addition, the Center Director shall have a dotted-line reporting structure to the College's Associate Dean of Education for issues that impact education within the College. In accordance with the appointment criteria for the Mortenson Chair, the Director shall be a full-time tenured faculty member appointed by, and serving at the pleasure of, the Dean. Should the holder of the Mortenson Chair take a sabbatical or other academic leave, such that he or she is unable to act as the Director of the Center, the Dean shall appoint an Interim Director to serve until the holder of the Chair returns from leave.

The position of Mortenson Chair and MC-EDC Director will be held initially by Dr. Bernard Amadei. Subsequent holders of the Mortenson Chair will be appointed by the Dean, with one or more renewable terms of up to five years. The base salary and benefits of the holder of the Mortenson Chair will be provided by University of Colorado funds and not from the Mortenson Fund (CU Foundation Account 01-30648) or the affiliated Mortenson Center Matching Fund (CU Foundation Account 01-39065).

(b) Managing Director

The Managing Director, appointed by the Director, is responsible for managing the day-to-day operations of the Mortenson Center. This full-time position will work closely with the Center's Director and Executive Committee to develop the strategic direction for the organization, and has primary responsibility for (a) overseeing the development and delivery of new and current programs and (b) designing and implementing systems to manage Center activities effectively. Per the...
Mortenson Fund Agreement, partial salary support for this position comes from the Mortenson Endowed Chair Fund.

(c) Program Manager

The Program Manager, appointed by the Director, will coordinate all logistics required to initiate and maintain student practicum partnerships in domestic and international locations, will develop and manage a robust monitoring and evaluation process for MC-EDC projects, and will monitor the activities and associated expenses of some research projects. This position will work closely with the Center's Director, Managing Director, and Executive Committee and will be funded by the Mortenson Endowed Chair Fund, the Mortenson Center Matching Fund, and funds generated through Center research project grants and gifts.

(d) Executive Committee

An Executive Committee, serving as an internal advisory group for the Center Director, shall be appointed by the Center Director after consultation with faculty who coordinate the individual EDC tracks within the Department of Civil, Environmental, and Architectural Engineering (CEAE). Ideally, the Executive Committee shall include representation from the faculty, staff and students who engage in and support the Center's activities in education, research and development, and service/outreach. Some of the main functions of the Executive Committee shall include:

- Providing programmatic implementation guidance to the Center Director, in response to suggestions from the External Advisory Board;
- Interacting with the External Advisory Board;
- Reviewing the Center’s annual budget and seeking operational resources;
- Working with the Center Affiliated Faculty to implement decisions regarding programs, operations, and selection of Center Faculty (see subsection (e));

Voting on topics including:

- Nominations for Center Affiliated Faculty status (see subsection (e));
- Nominations to fill vacancies on the External Advisory Board (see subsection (f));
- Recognition of additional EDC tracks both within and outside the CEAE Department (see Section 3.01, subsections (a) and (b));
- Proposed field experience activities for students (see Section 3.05); and
- Recommendations for the awarding of Mortenson Center Graduate Research Assistantships, Mortenson Graduate Fellowships, and Mortenson Undergraduate Scholarships.

Executive committee members will not be paid for their services to the MC-EDC, although tenure-track faculty will be encouraged to indicate their committee membership as partial fulfillment of their service commitment as shown on their annual Faculty Report of Professional Activities. Members of the inaugural Executive Committee are shown in Appendix 1.

(e) Center Affiliated Faculty

The main responsibilities of a Center Affiliated Faculty ("Center Faculty") member are to:

- Demonstrate personal support for the mission, vision, and values of the Center as specified in Article I of this document;
- Mentor and advise EDC track students within their designated program, as appropriate;
- Contribute to the programs and operation of the Center;
• Pursue the research and educational goals of the Center;
• Attract grants, contracts, and gifts to the Center to support its operations and programs; and
• Maintain financial and scientific prudence in all activities of the Center.

Any member of the Center Faculty may nominate a new member by submitting a letter of recommendation and the faculty nominee's curriculum vitae to the Center Director. Nominees must be approved by a 2/3 affirmative vote of the Executive Committee, present and voting.

Center Faculty will not be paid for their services to the MC-EDC, except when their activities are beyond job duties typically related to their position. For example, adjunct faculty instructors may be paid for teaching courses as the instructor or co-instructor of record. Tenure-track faculty will be encouraged to indicate their MC-EDC activities as partial fulfillment of their education, research, and service commitments as shown on their annual Faculty Report of Professional Activities.

A list of Center Affiliated Faculty as of November 2010 is included as Appendix 2.

(f) External Advisory Board

The External Advisory Board ("Advisory Board") advises the Center Director regarding fundraising strategies and industry needs for program graduates. The board consists of representatives from appropriate industry, government, and non-governmental organizations. In addition, the M. A. Mortenson Company and/or the Mortenson Family Foundation shall be invited to hold at least one position on the advisory board at all times. The main functions of the Advisory Board are to:

• Actively promote the Center's programs, results, and offerings to potential Center donors and employers of EDC students;
• Advise the Center Faculty on programs and operations to best meet the needs of industry, government, and non-governmental organizations;
• Work with the Executive Committee to secure required resources for programs and operations; and
• Assess the progress and accomplishments of the Center.

Any member of the Center Faculty may nominate a potential advisory board member by submitting a letter of recommendation and the nominee’s résumé to the Center Director. Nominees will be appointed by the Center Director, in consultation with the Executive Committee.

Advisory Board member terms will typically begin on January 1 and will last for two calendar years. Appointments are renewable at the joint decision of the Center Director and the board member. Advisory Board members will be expected to pay their own expenses to participate in MC-EDC meetings.

Section 2.03 Provisions for Changing By-laws

These bylaws may be amended by the authority of the Dean of the College after consultation with Director. Proposed changes in these bylaws shall be submitted to the Center's Executive Committee and the Advisory Board for review and comment at least 30 days prior to any changes being enacted.
The inaugural Executive Committee was appointed by the Center Director in August 2010, and consists of the following individuals:

**Paul Chinowsky**, Professor, Civil Engineering

**Rita Klees / Barry Bialek, MD**, Adjunct Faculty affiliated with the Mortenson Center (share one voting position on the committee)

**Karl Linden**, Professor, Environmental Engineering

**Matthew Jelacic**, Assistant Professor of Architecture, CU-Denver College of Architecture and Planning; and Adjunct Faculty affiliated with the Mortenson Center

**Justin Rolando**, President, CU Student Chapter of Engineers without Borders-USA

**JoAnn Silverstein**, Professor, Civil/Environmental Engineering
The following individuals are considered Center Affiliated Faculty as of the time of this application:

<table>
<thead>
<tr>
<th>Affiliated Faculty Who Participate in Center Activities</th>
</tr>
</thead>
<tbody>
<tr>
<td>Assoc. Professor, Env. Engr.</td>
</tr>
<tr>
<td>Professor, Env. Engr.</td>
</tr>
<tr>
<td>Professor, Env. Engr.</td>
</tr>
<tr>
<td>Asst. Professor, Env. Engr.</td>
</tr>
<tr>
<td>Asst. Professor, Env. Engr.</td>
</tr>
<tr>
<td>Asst. Professor, Structural Engr.</td>
</tr>
<tr>
<td>Professor, Structural Engr.</td>
</tr>
<tr>
<td>Asst. Prof., Const. Engr. &amp; Mgmt.</td>
</tr>
<tr>
<td>Adjunct Asst. Professor</td>
</tr>
<tr>
<td>Adjunct Asst. Professor</td>
</tr>
<tr>
<td>Adjunct Asst. Professor</td>
</tr>
<tr>
<td>Adjunct Asst. Professor</td>
</tr>
<tr>
<td>Adjunct Asst. Professor</td>
</tr>
<tr>
<td>Adjunct Asst. Professor</td>
</tr>
<tr>
<td>Professional Research Asst.</td>
</tr>
<tr>
<td>Asst. Professor, Architecture</td>
</tr>
<tr>
<td>Assoc. Professor</td>
</tr>
<tr>
<td>Professor</td>
</tr>
<tr>
<td>Instructor</td>
</tr>
<tr>
<td>ATLAS PhD Program Director</td>
</tr>
</tbody>
</table>