

USSD COMMITTEE FOR NEWSLETTER CHARTER

Approved by the Board of Directors on 7/22/15

COMMITTEE DESCRIPTION

Keeps the membership informed on items of key professional interest and technical activities through the publication of the *USSD Newsletter*.

TERMS OF REFERENCE

The Newsletter Committee is charged with providing current technical information and important developments of USSD and its members. The Committee assists in compiling technical articles, promotion of USSD technical activities, and coverage of the annual meeting. The Newsletter Committee establishes technical article guidelines, reviews submitted items, makes appropriate editorial changes, and proofreads the Newsletter issues prior to publication. The Newsletter Committee shall also collaborate and/or assist with other committees in promoting education and training activities under the four imperatives of the 2014-2017 Strategic Plan; Advocate, Educate, Collaborate, and Cultivate.

BACKGROUND AND HISTORY

The Newsletter began as a true newsletter, with brief technical articles and news items for the general membership. Being the single scheduled publication of USCOLD and now USSD, the Newsletter is published three times per year, with March, July, and November issues. A document updated every 2 years and published on the website provides an index of articles covering approximately 14 years. Over the past 5 years, the Newsletter began to resemble many technical journals, both in size and technical content. Beginning in March 2012, the format was revised along with a change to a full color publication. This change also necessitated high-resolution graphics and photographs to maintain a professional quality appearance. Issues infrequently follow specific themes, such as remedial dam construction, instrumentation, monitoring, and investigation, advances in analytical techniques, and risk assessment. The July issue focuses on the annual meeting, with articles on the various Outstanding Papers, Project, and Poster, as well as the Lifetime Achievement and other recognitions. The November issue over the past 8 years has featured an article by that year's USSD scholarship winner.

RESPONSIBILITIES

The Newsletter Committee is responsible for preparing issues that combine technical relevance, USSD operations news, technical meetings and workshops, and technical committee activities. The Committee is responsible for assuring the technical competency of published items, and performs peer-review as required. Under the four imperatives of the 2014-2017 Strategic Plan, the Committee will work with the President, Vice President, and Strategic Plan Action Item Champions to provide the membership with clear, concise information on these activities.

CHAIR, AND VICE CHAIRS AND RELATED RESPONSIBILITIES

Chairperson: John C. Lyon, Jr.
1623 Streamwood Drive
Powder Springs, GA 30127
770-337-0724
johnclyonjr@gmail.com

The Chair is responsible for reaching out to Committee members and the USSD membership to solicit candidate articles for thrice/yearly issues. Candidate articles are reviewed for technical content and clarity. The Chair is responsible for recruiting others for peer review of candidate articles as needed. The Chair is responsible for recruiting Committee members, either agency or geographic region representatives, and maintaining contacts throughout the year. The Chair, Vice Chairs, and the Executive Director's designee(s) are responsible for proofreading the draft issue before publication.

Vice Chairperson: Bruce R. Rogers,
Corps of Engineers
100 Penn Square East
Philadelphia, PA 19107
215-656-6673
bruce.r.rogers@usace.army.mil

The Vice Chair is responsible for reaching out to the membership to solicit candidate articles for thrice/yearly issues. Candidate articles are reviewed for technical content and clarity. The Chair, Vice Chairs, and the Executive Director's designee(s) are responsible for proofreading the draft issue before publication.

Vice Chair-Young Professional: Phoebe Percell,
Reclamation
PO Box 25007, 86-68110
Denver, CO 80225
303-445-3253;
ppurcell@USBR.gov

The Young Professional (YP) Vice Chair's primary responsibility is to assist in recruiting other YP USSD members to the Newsletter Committee, and providing a succession plan for the existing agency and regional representatives. The YP Vice Chair is responsible for reaching out to the membership to solicit candidate articles for thrice/yearly issues. The Chair, Vice Chairs, and the Executive Director's designee(s) are responsible for proofreading the draft issue before publication.

GOALS AND OBJECTIVES

Identify specific goals and objectives for a three year period beginning in 2014.

Advocate

1. Through articles and special features in the Newsletter, provide overview of Strategic Plan initiatives and latest activities. In 2014, focus on the current activities, and with the November 2015 and 2016 issues, include a summary of SP activities for each year
2. Explore expansion of the annual number of issues from 3 to 4 times/year (2015).
3. Focus the November issue on our YP with technical articles, ICOLD participation, and related items
4. Recruit additional Young Professional members to the Newsletter committee

Educate

1. Increase focus on levees, publish trusted and relevant technical articles and provide current resource links
2. Publish Young Professional technical papers and presentations focusing on the importance of our Young Professional members
3. In conjunction with the YP committee, develop an YP graphic that will assist in identifying all YP technical articles and presentations

Collaborate

1. Collaborate within USSD technical committees to include committee items (Committee Corner), workshops, and notices of USSD technical publications (2014-2016)
2. Provide an opportunity as USSD Committees strategically collaborate with targeted US and international organizations to publicize their efforts through Newsletter issues (2014-2016)
3. Review ICOLD member publications; develop a “Best Practices Publication Guideline” (2015)

Cultivate

1. Improve committee operations thru web review of candidate articles.

2. Develop technical article listing to more effectively manage issue emphasis and timeliness. (2014-2016)

Note: Prior to the July issue of each year, the entire Newsletter Committee will be involved in a Strategic Plan review of goals, objectives, and revisions.

MEMBERSHIP

The current membership of the USSD Newsletter Committee is provided below.

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|---------------------|-------------------|
| Chairperson | John C. Lyon, Jr. |
| Vice Chairperson | Bruce R. Rogers |
| YP Vice Chairperson | Phoebe Percell |

Area Representatives

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| East | Vann A. Newell |
| South | Murphy Parks |
| North | Gillian M. Gregory |
| West | John W. France |

Agency Representatives

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| Bureau of Reclamation | Phoebe Percell |
| Corps of Engineers | Bruce R. Rogers |
| Federal Energy Regulatory Commission | William H. Allerton |
| Tennessee Valley Authority | Husein A. Hasan |

Specific activities to increase committee membership including the involvement of younger members.

- Ascertain level of interest of current committee members
- Recruit a Young Professional for each Area (2015 and 2016)
- Recruit additional Agency Representatives (Dept. Homeland Security, FEMA, etc.)
- Recruit a committee member from academia (2014/2015)