

Results of Committee Improvement Exercise
February 25, 2002
Sacramento, CA

Things the Committee is doing and should continue:

- Review and Update Manual
- Field trips to appropriate facilities
- Review new topics or developments within the industry
- Hold meetings at least twice a year
- Recruit new members/strive for diversity/update member list

Things the Committee should do:

- Process revisions and implement manual changes in a timely manner
- Revise and create new sections of the manual with clear definitions of terms and examples of equations. Include more diagrams and sketches. Check other parts of manual for consistency with Chapter 14.
- Encourage members to gather new ideas from their associates not on the Committee
- Improve electronic communication – explore teleconferencing for meetings (talk to Committee 24)
- Encourage Committee members to contribute outlines and data for subcommittees.
- Do manual review/revisions on a regular timetable.
- Use name tags for meetings
- Reinforce Committee's message that REMSA should be a part of the annual meeting
- Encourage former committee members to stay active
- Call, encourage and remind members to participate in Committee activities
- Centralize meetings for easier access for members
- Establish mission/goals for committee
- Audit another committee for additional improvement ideas
- Invite special speakers to meetings such as vendors with product relevant to Committee work, geotechnical experts, etc.