



2009-2010

University of Calgary



**Institute of
Transportation
Engineers
Student Chapter**

Annual Report

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Annual Report

2009-2010

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1.0 Message from the President



Jeffrey Lo

As President of the University of Calgary Student Chapter of the Institute of Transportation Engineers (UofC ITE), it is with great pleasure that I present the 2009-2010 Student Chapter Annual Report. It has been a phenomenal year, earmarked by new services and unprecedented growth, both in membership and in our administrative maturity.

Before I begin, I wish to show my appreciation for our seven corporate sponsors, faculty, ITE Southern Alberta and the current executive. Without their support, we could not possibly be where we are today. Together, our seven corporate sponsors provided a vital \$3,000 for our annual operating expenses even in these tough economical times. Despite the 33% drop in sponsorship funding this year, the executive worked long and hard to pinch every penny to provide services to our growing student base.

This year we have witnessed a 33% growth in membership, bringing the total number to 44 students. Furthermore, we have seen a shift in our membership. At the end of last year, we were a heavily graduate student focussed group. With targeted advertising, we have been able to correct the imbalance and now have slightly over half of our members as undergraduate students.

As UofC ITE is dedicated to highlighting the dynamic world of transportation, eleven technical luncheon presentations hosted by industry speakers were organized. These presentations encompassed all areas of the transportation industry, as well as the local chapter of ITE and ITE Toastmasters. Furthermore, technical tours to Calgary Transit's new Oliver Bowen Maintenance Facility and Calgary's

Traffic Management Center were also organized. Finally, our technical conference funding program is expected to assist to a total of sixteen students between May 2009 and September 2010.



Oliver Bowen
Maintenance Facility

In addition to our usual events, we have added new ways for our student members to get into the transportation industry. This year we launched UofC ITE's online job posting service, which has hosted over a dozen jobs for summer students, internships as well as new graduates. We are confident that our new job placement service will help pair our most talented students with the best engineering positions in Calgary. In



January, we also held the First Annual UofC ITE Professional Faculty Meet and Greet. This event not only provided an opportunity for students to meet industry professionals, but also their future professors as well. With sixty-three attendees, including representatives from nine companies, this was by far the largest and most successful event UofC ITE has ever held in its history.

In addition to our events, the executives at UofC ITE have also had an exciting year. Even though our original president had to leave us to focus on his studies, the executive undertook phase two of the Administrative Growth Strategy anyways. Phase one was completed over the spring and summer of 2009 which includes a new branding and website. Phase two creates a new constitution was passed on March 17, 2010 with over 90% approval. Phase three will build and update a UofC ITE policies, bylaws and best-practices over the summer of 2010. These changes will bring UofC ITE into the next decade prepared to grow with the changing needs at the University of Calgary.


With the 2009-2010 year drawing to a close, I am confident that UofC ITE has been successful in promoting the advancement of transportation engineering and studies. As the outgoing President, I once again, wish to thank our students, sponsors, faculty and ITE for believing in us, and making this year a resounding success. Your continued generosity and support will see UofC ITE soar to new heights in years to come.

Sincerely,

Jeffrey Lo
President (2010)

2.0 Sponsors




We would like to take this opportunity to express our appreciation for our corporate sponsors and affiliates. Without their generous support, UofC ITE certainly would not exist as we do today. Our generous corporate sponsors provide approximately 90% of UofC ITE's operating revenues. In addition, our affiliates provide many of the operational necessities and communication infrastructure we require. To our sponsors and affiliates, thank you for making UofC ITE possible, and we hope you will continue supporting this excellent cause in the future.

Gold	<p>ISL Engineering and Land Services</p>  <p style="font-size: small; color: white;">Exceptional people. Shared success.</p>			
Silver		Silver		
Bronze		Bronze		
Bronze		Bronze		
Affiliations			Affiliations	
Affiliations			Affiliations	

3.0 Executive and Staff





3.1 Current Executive

UofC ITE had originally begun the academic year with a different President and Vice-President. However, in November of 2009, our original president resigned to dedicate more time to his research and studies. As a result, the Vice President was elected to the position of President in a by-election. In addition to the core executive, our Faculty Advisor, Dr. Lina Kattan, and the two Chief Electoral Officers provide valuable assistance to the executive on a regular basis.

	Dr. Lina Kattan <i>Faculty Advisor</i> Assistant Professor, Civil Engineering University of Calgary		Joshua Pawlak <i>Chief Electoral Officer</i> Department of Civil Engineering University of Calgary
	Jeffrey Lo <i>President (2010), Vice President (2009)</i> Department of Civil Engineering University of Calgary		Jamie Jin <i>Chief Electoral Officer</i> Department of Civil Engineering University of Calgary
	Md. Matiur Rahman <i>Treasurer</i> Department of Civil Engineering University of Calgary		Md. Shahadat Hossain <i>President (2009)</i> Department of Civil Engineering University of Calgary
	Mohammad Shafayat Hossain <i>Secretary</i> Department of Civil Engineering University of Calgary		

3.2 2010-2011 Executive

UofC ITE is pleased to announce that Kenneth Lin and James Zylka have been acclaimed to the positions of President and Vice President for the 2010-2011 academic year. Our returning Faculty Advisor has also appointed Jeffrey Lo as the Associate Advisor to the student chapter.

	Kennith Lin <i>President</i> Department of Civil Engineering University of Calgary		Dr. Lina Kattan <i>Faculty Advisor</i> Assistant Professor, Civil Engineering University of Calgary
	James Zylka <i>Vice President</i> Urban Studies, Department of Geography University of Calgary		Jeffrey Lo <i>Associate Advisor</i> Department of Civil Engineering University of Calgary

4.0 Events

4.1 Luncheons

As part of our goal of presenting the dynamic and challenging world of transportation to students, UofC ITE has organized eleven technical luncheons this year. Our speakers came from a wide range of transportation backgrounds, including public and private sectors, academics as well as the local chapter of ITE and ITE Toastmasters. We were even fortunate enough to have Sam Whitehouse and Stewart Smith, who are UofC ITE Alumni, return to present for our students.

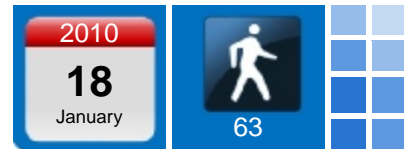
The speakers covered a variety of topics including current projects, transportation policies as well as the important of ITE and ITE Toastmasters. UofC ITE luncheons are an excellent opportunity for the students to gain insight on real world transportation issues. UofC ITE luncheons are extremely popular with our members and the public, with attendance generally ranging from 18 to 39 over the year.

2009 30 September	ITESA and City Projects Jen Malzer ITE Southern Alberta, City of Calgary	2010 20 January	Deerfoot Trail Improvements Joanna Domarad OPUS International
2009 7 October	Red Light Camera Traffic Enforcement Dr. Richard Tay University of Calgary	2010 10 February	Transportation Potpourri Marcia Eng and Associates Urban Systems
2009 21 October	Metis Trail Chris Delanoy, Jack Masonto ISL Engineering and Land Services	2010 24 February	The West LRT Project Brian Demers The City of Calgary
2009 28 October	Reflective Materials Diane Robinson 3M Traffic Safety	2010 17 March	Southeast Bus Rapid Transit Jen Malzer Calgary Transit
2009 18 November	Toastmasters and Transportation in Developing Countries Sam Whitehouse, Irini Akhnoukh ITE Toast Masters, AECOM	2010 31 March	Barlow Trail / CN Rail Grade Separation Design Study Stewart Smith Stantec Transportation
2009 2 December	Planning for Rural Highways Paul Steel, Tony Churchill EBA Engineering Consultants Ltd.		

4.2 Industry Faculty Meet and Greet

This January, UofC ITE organized its largest and most successful event in its history. Our first ever Professional Faculty Meet and Greet saw an overall attendance of 63 people, including representation from nine industry companies.

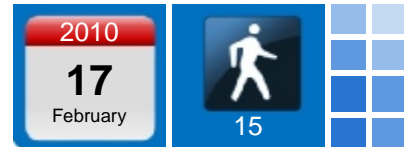
The purpose of the meet and greet was to give all students, not just members, the opportunity to meet the transportation professionals in the Calgary area, as well as their future professors and faculty. With such success, UofC ITE hopes to make this an annual event in the future.



4.3 Oliver Bowen Maintenance Facility Tour

Our students were given a once in a lifetime opportunity to tour Calgary Transit's new Oliver Bowen Light Rail Maintenance Facility. Barely a year old, this state of the art facility is designed to provide light and heavy-duty maintenance to Calgary's vital light rail system.

The tour consisted of the storage yards, wash bays, as well as the new maintenance shop. Students had the opportunity to see the inside, operators cab, top and undercarriage of the vehicles. Our knowledgeable tour guide, Mr. Magee, explained how Calgary's trains operate as well as future upgrades to the LRT network.



4.4 City of Calgary, Traffic Management Centre Tour

On April 5, 2010, UofC ITE students will have the opportunity to visit Calgary's Traffic Management Centre with Dr. Kattan's Traffic Operations class. With demand growing on Calgary's transportation network, the existing networks must be optimized. This is the purpose of the Traffic Management Centre, where most of Calgary's traffic signals, corridors and roadways are monitored and optimized. This tour will help students understand the importance of Intelligent Transportation Systems in a modern transportation network.



5.0 Student Services

5.1 Conference Funding Assistance

Every year, UofC ITE provides funding assistance for students to attend Technical Conferences. Even during tough economic times, UofC ITE recognizes the invaluable experience conferences bring. Between May 2009 and August 2010, UofC ITE anticipates providing over \$2800 in funding to sixteen students.

 <p>2009 10-13 May</p>	 <p>11</p>	<p>Intelligent Transportation Systems Canada 2009 Edmonton, AB</p>
 <p>2009 30-3 May/June</p>	 <p>1</p>	<p>Canadian Institute of Transportation Engineers 2009 Montréal, QC</p>
 <p>2010 10-14 January</p>	 <p>2</p>	<p>Transportation Research Board 2010 Washington, DC</p>
 <p>2010 8-11 August</p>	 <p>2</p>	<p>Canadian Institute of Transportation Engineers 2009 Vancouver, BC</p>

5.2 Job Placement Assistance

Starting in February of 2010, UofC ITE launched its online job board at www.uofcite.ca. With the goal of finding work for our many students, we approached many companies in search of opportunities on behalf of the students. Since its launch, our job page has hosted seventeen engineering career opportunities, ranging from summer employment, to internship and new graduate positions. Over the next year, UofC ITE hopes to expand this service in order to help students gain industry experience while they are still completing their education.

6.0 Administrative Changes

6.1 Administrative Growth Strategy

As the UofC ITE student chapter grows, administrative changes have to be made to ensure continued growth and feasibility. Phase one of the three phase Administrative Growth Strategy was initiated in 2009 with the overhaul of the UofC ITE branding and website. Phase 2 will create a revised constitution, and phase 3 will create or update UofC ITE bylaws, policies and best practices.



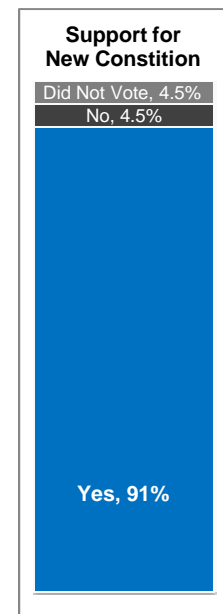
Phase 1 was implemented in 2009 when new branding was designed for the 2008-2009 Annual Report. This was followed shortly by the launch of UofC ITE's new website during the summer of 2009. Phase 2 was first attempted in April of 2009, but failed due to poor voter turnout. Phase 2 was successfully implemented on March 17, 2010. Phase 3 is expected to commence in June 2010.

6.2 Phase 2 Implementation

On March 17, 2010, UofC ITE successfully passed a new constitution as part of phase two of the Administrative Growth Strategy. The new constitution passed with 91% approval, well above the required two-thirds majority of all members.

This new constitution brings about many changes, as well as implementation of various new foundations for future years. Changes include:

- Provision of additional permanent and interim executives,
- Establishes provisions for bylaws and policies,
- Modernized roles of executive positions,
- New conflict handling hierarchy,
- Added removal process for executives,
- Added an Associate Advisor to help provide year over year continuity of operations, and
- Added or modified amendment and removal processes.



For more information regarding the new constitution, or the Administrative Growth Strategy, please contact us online at www.uofcite.ca or at uofcite@ucalgary.ca.

7.0 Financial Report

7.1 Balance Sheet

University of Calgary Student Chapter of the Institute of Transportation Engineers (UofC ITE)

From August 21, 2009 to March 25, 2010 (In Canadian Dollars): As of March 25, 2010

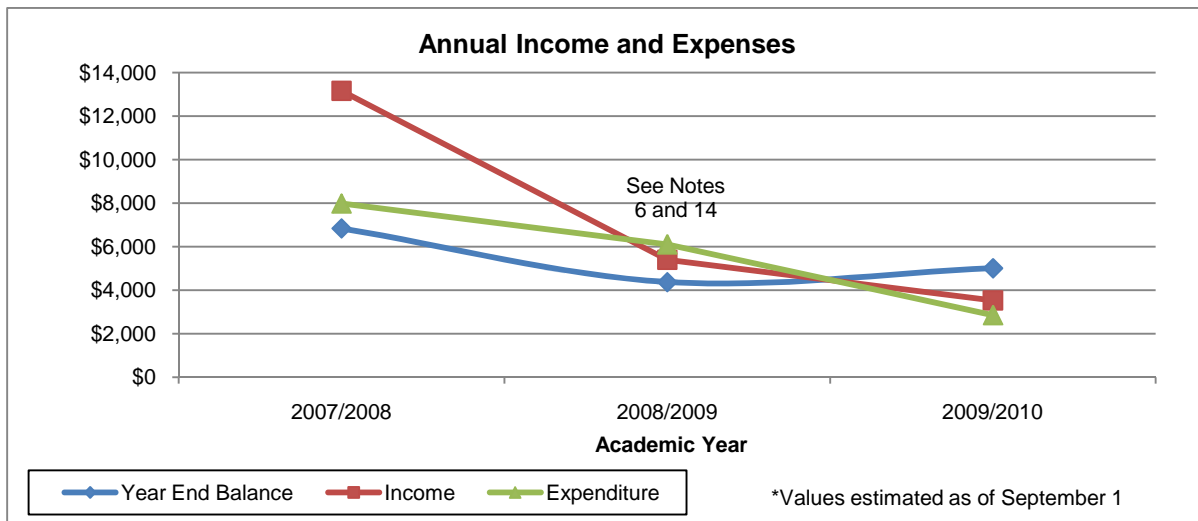
	April 2, 2008 – August 20, 2009 ¹	August 21, 2009 – March 25, 2010 ²	August 21, 2009 – August, 2010 ³
Revenue:			
Membership Fees ⁴ :	\$495.00	\$525.00	\$525.00
Corporate Sponsorship ⁵ :	\$4,500.00 ⁶	\$3,000.00	\$3,000.00
SU/ITE Funding:	\$400.00		
Total Income:	\$5,395.00 ⁶	\$3,525.00	\$3,525.00
Expenditures:			
Luncheon Expenses ⁷ :	\$1,455.43	\$1,000.76	\$1,080.00
Social Events ⁸ :	\$317.03	\$460.50	\$460.50
SU Liability Insurance ⁹ :	\$50.00	\$25.00	\$25.00
Stationary and Printing ¹⁰ :	\$528.86	\$75.82	\$200.00
Domain Registration ¹¹ :	\$14.14		\$20.00
Technical Tours ¹² :	\$530.00		
Conference Funding ¹³ :	\$4,966.25 ¹⁴	\$400.00	\$1,100.00
Miscellaneous:	\$3.66		
Total Expenditure:	\$7,865.37 ¹⁴	\$1,962.08	\$2,885.50
Balance Carried Over:	\$6,841.13	\$4,370.76	\$4,370.76
Revenues:	\$5,395.00	\$3,525.00	\$3,525.00
Expenses:	\$7,865.37	\$1,962.08	\$2,885.50
Net Income:	-\$2,470.37 ^{6,14}	\$1,562.92	\$639.50
End of Term Balance:	\$4,370.76 ¹⁵	\$5,933.68 ¹⁶	\$5,010.26 ¹⁷

7.2 Fiscal Responsibility

As a professional organization, UofC ITE takes fiscal responsibility very seriously. In the unlikely event of no income, it is important that UofC ITE can still continue to operate in the near and distant future. As a result, UofC ITE has adopted a goal of ensuring year end balances of approximately \$5,000 in order to allow future executives to maintain minimum operations for at least three additional academic years.

As a result of this policy and the current economic climate, the 2009/2010 UofC ITE executive has drastically reduced expenditures to more accurately reflect current conditions. This executive has worked tirelessly to lower costs while still providing high value services to student members.

Please note that the 2008/2009 year-end balance fell below the \$5,000 suggested amount primarily due to a dishonoured sponsorship and additional conference funding upon faculty request.



7.3 General Notes for Financial Summary

- This UofC ITE treasurer's summary covers the dates of August 21, 2009 to March 25, 2010.
- All amounts quoted in Canadian funds (\$CAD).
- UofC ITE will continue to have activities beyond March 25, 2010. Thus, an update to this financial statement will be released no later than August 30, 2010. An estimate of August 2010 financial statement is provided in this report.
- The 2010/2011 academic year financial statements will begin in August of 2010.

7.4 Specific Notes

1. Information from the 2008-2009 academic year provided for reference purposes only.
2. August 21, 2009 to March 25, 2010 is the analysis period for this financial summary.
3. An estimate of account details in August 2010 when ownership of accounts will be handed over to the next executive.
4. Membership fees are \$15.00/academic year. A \$5.00 discount was provided for new undergraduate students registering and paying before September 30, 2009, or any student registering after January 1, 2010.
5. Sponsor levels include Silver at \$500, Gold at \$1,000 and Platinum at \$1500.
6. Sponsorship income in 2008/2009 is lower than planned due to a dishonoured sponsorship.
7. Expenses include food, beverages, speaker gifts and applicable signage.
8. Expenses include food, beverages, parking reimbursement and other administrative costs.
9. General liability insurance as required by the University of Calgary Students Union.
10. Includes printing of business cards, general signage and annual reports.
11. Domain registration costs for maintaining current website of www.uofcite.ca.
12. Transportation, food and beverage expenses.
13. Conference funding assistance for UofC ITE students. Used to help pay for transportation, airfare, food, accommodations and non-alcoholic beverages.
14. Conference funding increased at request of faculty to support additional attendees.
15. Balance as of August 21, 2009 to be handed over to current executive for the 2009-2010 year.
16. Current bank account balance as of March 25, 2010.
17. Estimated balance to be handed over to the 2010-2011 UofC ITE executive for operations.

7.5 Approval

Approved on behalf of the Chapter Executives on Friday, March 26, 2010 by:



Faculty Advisor
Lina Kattan PhD. P. Eng.



UofC ITE Treasurer
Md. Matiur Rahman

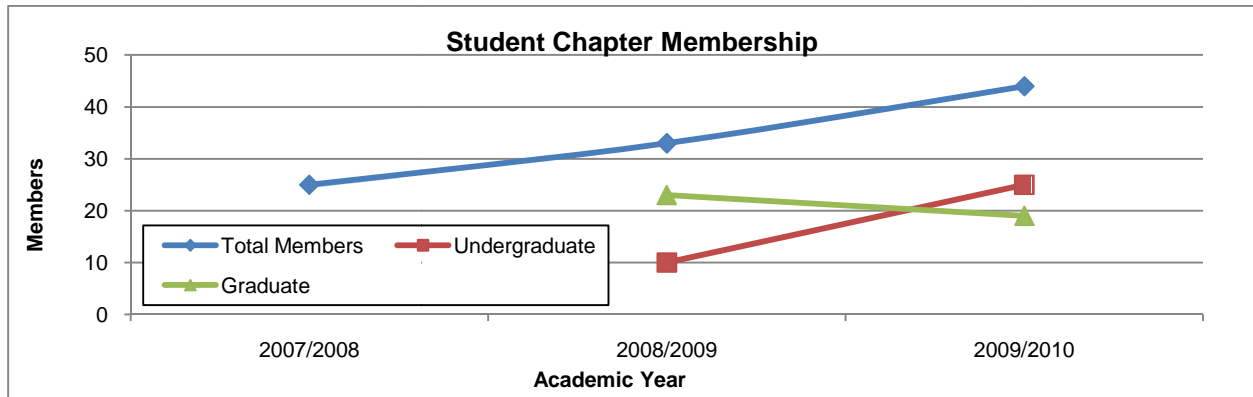


UofC ITE President
Jeffrey Lo

8.0 Membership

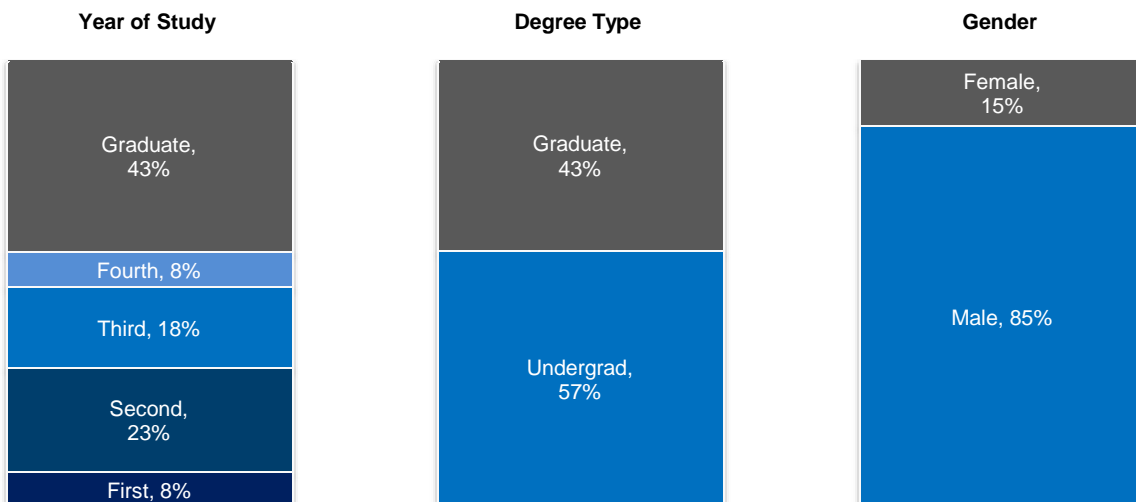
8.1 Membership Growth

UofC ITE has seen extraordinary growth this year. This year, UofC ITE has a total of 44 paid members, which is a 33% increase over the previous year. UofC ITE has originally planned for additional growth this year, however due to a shortage of space during renovations; advertising was stopped earlier than expected.



8.2 Membership Demographics

UofC ITE collects anonymous information from our students to understand our chapter's demographics better. The statistics below are for information purposes only. Not all students chose to participate.





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**Institute of
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www.uofcite.ca