

Insert Student Chapter Logo HERE

\*If you do not have a logo, contact John.Conn@concrete.org,

ACI Director of Chapter Activities

University Name Here

ACI Student Chapter Annual Report

2023

This report summarizes the activities and involvement of the American Concrete Institute student chapter of XXX University for the 2023 academic year.

The annual report is required for student chapters to remain in good standing with ACI and is a chance to highlight your student chapter’s events and achievements during the year. This template is meant as a guide for completing a successful report. It is acceptable to not have content for every section of the report. If you do not have content for a section, you may delete that section from the report. The information provided in this annual report will be used for determining which student chapters receive Excellent and Outstanding awards as part of the ACI Student Chapter Awards Program. To be considered for an award, your student chapter should complete the annual report thoroughly and accurately.

Contact Information

Provide the best contact email for ACI to reach the student chapter during the upcoming year. This would preferably be a generic student chapter email that gets passed down each year or could be the university-affiliated email of a student chapter officer. Please provide the address that would be used for shipping a banner if the student chapter receives an award and links for a student chapter website or social media accounts and verify that the information on your ACI Student Chapter home page is up-to-date.

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| **Contact Email:** |  |
| **Shipping Address:** |  |
| **Website and/or Social Media:** |  |
| **ACI Student Chapter webpage:** |  |

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| **Is the information on your ACI student chapter webpage, correct?**  | Yes/No |
| **Is there a log on the ACI Student Chapter webpage?** | Yes/No |

If your chapter does not have a logo, please contact John.Conn@concrete.org, Director of Chapter Activities to request one.

Mission and goals

Briefly describe the chapter’s mission and goals for the upcoming year. Include ideas of events or activities that you plan to organize or participate in during the upcoming year that could be used to accomplish these goals. Please write 1-2 sentences for each bullet point.

* **Goal #1:**
	+ How to accomplish this goal:
* **Goal # 2:**
	+ How to accomplish this goal:
* **Goal # 3:**
	+ How to accomplish this goal:

Membership

Officers from previous year

List officer positions, names, university-affiliated emails, ACI member numbers, and undergraduate/graduate for student chapter officers from the previous year. If you have a photograph of the student chapter officers together, please include that below the table.

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| --- | --- | --- | --- | --- |
| **Position** | **Name** | **Email** | **ACI Member #** | **Undergrad/Grad?** |
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Officers for upcoming year

List officer positions, names, university-affiliated emails, ACI member numbers, and undergraduate/graduate for incoming student chapter officers for the upcoming year. If you have a photograph of the student chapter officers together, please include that below the table.

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| --- | --- | --- | --- | --- |
| **Position** | **Name** | **Email** | **ACI Member #** | **Undergrad/Grad?** |
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Faculty advisor

Provide the name, university-affiliated email, and ACI member number of the student chapter faculty advisor(s).

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| **Name** | **Email** | **ACI Member #** |
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General members

List member names, ACI member numbers, and undergraduate/graduate in the table attached at the end of this report.

Number of students in ACI-affiliated department

State which academic department(s) the ACI student chapter is affiliated with at your university. Then provide the approximate total number of students in the ACI student chapter-affiliated department(s).

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| **Department(s):** |  |
| **Number of Students:** |  |

Budget and financials

Complete the table below to indicate how your student chapter receives funds to support activities throughout the year. Fill in dollar amounts based on an annual cycle.

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| --- | --- |
| **Fundraising Source** | **Amount ($)** |
| Annual dues collected from student chapter members |  |
| Funding received from regional ACI chapter |  |
| Funding received from industry partners |  |
| Fundraising activities and events |  |
| Other (please describe) |  |
| Total: |  |

Chapter activities

Student chapters are encouraged to host and attend activities that serve their membership and the purpose of the student chapter and ACI.

Recruitment efforts within the university

Provide information regarding the recruitment effortsfor the student chapter. For example, describe information sessions at the beginning of the school year for recruiting new students or information booths at club fairs. Feel free to add or subtract bullet points based on the number of recruitment events and please provide 1-2 sentences for each bullet point.

* Recruitment effort #1:
* Recruitment effort #2:
* Recruitment effort #3:

Community outreach

Describe any community outreach or service events that the student chapter organized or participated in within the last year. Provide a name or description of the project, community partners involved with the project, approximate time spent working on it, number of students participating, and a 1-2 sentence description of how the student chapter contributed or outcomes of the event.

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| --- | --- | --- | --- | --- |
| **Event** | **Partners** | **Time** | **Number of Students** | **Contribution/Outcomes** |
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Submission to Concrete International Magazine

Student chapters are required to submit a minimum of one article each year to be published in the Chapter Reports section of Concrete International Magazine. The article should include 1-2 photos and highlight an important event, meeting, or activity from the student chapter. Articles should be submitted to Kanette.Worlds@concrete.org by the 20th of the month. Please provide your submission date and article title below. Include a copy of the article from CI in your list of attachments at the end of the report.

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| **Submission Date** | **Article Title/Description**  |
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Other student chapter activities

Describe other activities that the student chapter has organized or participated in. These events could include but are not limited to industry speakers, socials, research seminars, networking events, field trips to construction projects, tutoring, etc. Please list the date of each event, the number of students attending, and a one-sentence description of activities.

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| --- | --- | --- | --- |
| **Event** | **Date** | **Number of Students** | **Description of Activities** |
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Competition teams

List any ACI or other concrete related competitions that the student chapter participated in. Include the name of the event, date, organizer, number of students from your university, a brief description of competition details, and team results or lessons learned from the competition.

* Competition #1 Name:
	+ Date:
	+ Organizer:
	+ Number of students participating from your university:
	+ Competition details (1-2 sentences):
	+ Team results and lessons learned (1-2 sentences):
* Competition #2 Name:
	+ Date:
	+ Organizer:
	+ Number of students participating from your university:
	+ Competition details (1-2 sentences):
	+ Team results and lessons learned (1-2 sentences):
* Competition #3 Name:
	+ Date:
	+ Organizer:
	+ Number of students participating from your university:
	+ Competition details (1-2 sentences):
	+ Team results and lessons learned (1-2 sentences):

Conference attendance

List any ACI or other concrete-related conferences that students from the university have attended virtually or in person. Provide the conference date, location, number of students attending from your university, and outcomes or lessons learned from students attending the conference.

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| **Conference** | **Date** | **Location** | **Number of Students** | **Outcomes** |
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If students from your university presented at any of these conferences, please provide the name of the student(s) presenting, the title of their presentation, and a 1-2 sentence description of what their presentation was about or what their experience was like presenting at the conference.

* Conference Name:
	+ Student Presenting:
	+ Title of Presentation:
	+ Description:
* Conference Name:
	+ Student Presenting:
	+ Title of Presentation:
	+ Description:
* Conference Name:
	+ Student Presenting:
	+ Title of Presentation:
	+ Description:

List of attachments

Attachments may be included here at the end of the report. The first attachment should be a list of student chapter general members. An additional one to three documents such as advertisements (flyers, social media posts, etc.), presentation slides, Concrete International Magazine article or photos may be included at the end of this report.

General members

List student chapter member names, ACI student member numbers, and undergraduate/graduate in the following table. Feel free to add or subtract rows to fit the number of ACI members at your university. Provide the total number of students in the ACI student chapter at the end of the table. A minimum of 15 student members is required to be in good standing with ACI.

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| **Name** | **ACI Member #** | **Undergrad/Grad?** |
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| **Number of Students:** |  |