MAILER II

2024 ASCE Greater China Student Symposium

Hosted by
Tongji University

Friday, May 10th to Sunday, May 12th 2024
April 27, 2024

Dear ASCE Student Chapter of the ASCE Greater China Student Conference:

This is your 2024 ASCE Greater China Student Symposium Mailer II, the last of two informational packets to be sent to each of the participating ASCE Student Chapters in our Student Conference. In addition, you can find information on the schedule, competitions, hotel bookings, registration, and location addresses on our student symposium website.

Please carefully read through this packet and forward copies to the appropriate members in your student chapter (team captains, individual team members, etc.). Do not delete this mailer as the information given within may not be in earlier mailers. Enclosed you will find the following information:

- Receipt confirmation & registration reminders,
- Safety-first culture information,
- Maps, directions, and parking information,
- Non-competition event information,
- Presentation technology and social network information,
- Final deadlines,
- Final student symposium schedule,
- Final presentation schedules,
- ASCE competition eligibility requirements,
- Business Meeting information,
- Student Symposium Paper Competition information,
- Hotel information, and
- Sponsor recognition.

Receipt of this mailer should be confirmed by April 30th, 2024.

If you have any questions, feel free to contact us at the e-mail address: greaterchina2024@163.com

We look forward to welcoming your student chapter to 2024 ASCE Greater China Student Symposium!

Sincerely,

Yuchen Zhou

Symposium Host Student Lead
2024 ASCE Greater China Student Symposium
Tongji University
**STEP 1 - Mailer 2 Receipt Confirmation** - required

To confirm that your school has received Mailer II for the 2024 ASCE Greater China Student Symposium, please click to complete the "Receipt Confirmation form" online by April 30th.

**STEP 2 - Individual Registration Form** – required of all attendees!

Individual Registration Form was due on March 29th. If you have not submitted this form, please do so ASAP.

Please visit our symposium website at https://studentsymposium.asce.org/greater-china/individual-registration/ and complete the Individual Registration Form

_The Individual Registration Form must be filled out by ALL individuals attending the symposium including chapter members, team competitors, chapter spectators, guest teams, faculty advisors, volunteers, judges, and ASCE Region Leadership. The Individual Registration Form contains liability waiver information that must be reviewed and acknowledged by every individual attending, participating, and/or spectating at the symposium._
SAFETY-FIRST CULTURE INFORMATION

This year ASCE and Tongji University are encouraging a Safety-First Culture during the symposium. We encourage all symposium participants to embrace this concept by thinking about safety in their activities coming to, returning from, and while at our symposium. We want every symposium participant to return home safe and healthy.

To generate a Safety-First Culture, we have designated Haoqi Wang as our symposium safety officer. Further, be on the lookout for safety information at the symposium, such as the location of first-aid supplies, who in the crowd have first-aid training and Safety Moments.

What is a Safety Moment? A Safety Moment consists of a quick discussion on an activity-specific, site-specific, or general safety topic. The Safety Moment may be presented by the leader of an activity, the symposium safety officer, or a member of the host symposium planning team. We ask that all participants give their undivided attention to the Safety Moment discussion and embrace the safety-first concept.

If an injury does occur during the symposium, it should be reported to the competition head judge, symposium safety officer, or activity leader immediately so that appropriate action can be taken based on the injury. If it is a true emergency, please call 120 first.

Contact information for the symposium safety officer and key host school representatives is listed below. Please keep this list close during the symposium and we encourage you to program the symposium safety officer’s phone number into your cell phone.

Symposium Safety Officer
Haoqi Wang – 15121032892

In the spirit of a Safety Moment, here are some safe driving habits to keep in mind as you travel to the student symposium:

- Driving at the speed limit has proven to save lives.
- Do not drive when tired. Swap drivers often.
- Minimum of two people awake at all times when wheels are rolling.
- Be aware of how larger/heavier vehicles behave when stopping or turning.
- Be aware of your surroundings when backing any vehicle, especially trailers. Better yet, avoid backing up at all, if possible.
- Use a spotter to watch when you must back up a vehicle.
- Slow down when the conditions warrant (rain, snow, darkness, pedestrians nearby).
- Perform a circle of safety around your vehicle to identify what is in your blind spots.

We hope everyone has a fun, healthy, and safe time at the 2024 ASCE Greater China Student Symposium.
Campus Map

Online download address: https://www.tongji.edu.cn/xglj/fk/xydt.htm
NON-COMPETITION EVENT INFORMATION

Registration
May 10th, 2024 from 3:00pm to 5:00pm at the first floor of College of Civil Engineering.

ASCE Information Table
May 10th, 2024 from 3:00pm to 5:00pm at the first floor of College of Civil Engineering.
Stop by the table to learn more about ASCE.

Ice-break
May 10th, 2024 from 7:00pm to 8:30pm at the underground floor of College of Civil Engineering.
Come by to see all the other schools and say hello before the competition day begins.

✧ Gifts Exchange
We are excited to have you join us for our ice-break activity. To get started, we'd like you to bring an interesting gift, like a book or a cup. Before the activity, we will gather all the gifts, assign them numbers, and then you can choose one number to receive your gift. Everyone will get to leave with one gift!

✧ Mini Games
We will have 4 mini games after Gifts Exchange. Rules will be announced on the spot.

<table>
<thead>
<tr>
<th>Roller Coaster Track Design Challenge</th>
<th>Paper Structure Challenge</th>
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<tbody>
<tr>
<td>Luban Lock and Drawbar Challenge</td>
<td>Wooden stick Challenge</td>
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</table>

Welcoming Ceremony
May 11th, 2024 at 8:30am in Room101 of Bridge Engineering Building.

Business Meeting
May 11th, 2024 at 9:00am in Room101 of Bridge Engineering Building.
Every chapter is asked to provide a 5min annual report.
PPT can be forwarded to greaterchina2024@163.com.
We encourage business casual attire.

Awards Ceremony
May 11th, 2024 at 5:30pm in Room101 of Bridge Engineering Building.
We encourage business casual attire.

Technical Visit
May 12th, 2024 in Tongji University. We will have an awesome laboratory tour. Details TBD.
Annual Report and Paper Competition

Technical Equipment Support: All presentations will be downloaded to a computer in the meeting room before the report and competition begin. One table microphone and two hand microphones are provided. A projector unit and a projection screen are provided, the screen size is bigger than that of regular classroom. If needed, teams can bring their own remote control pens.

Below is the overlook of the meeting room.

WeChat Group
Our WeChat group will serve as the main mass communication system for the symposium. You can join it through the QR code below, or contact greaterchina2024@163.com to get the prompt QR code.
# FINAL DEADLINES

<table>
<thead>
<tr>
<th>Date</th>
<th>Event Description</th>
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</thead>
<tbody>
<tr>
<td>April 26&lt;sup&gt;th&lt;/sup&gt;</td>
<td>Student Symposium Paper Competition Submission Email to <a href="mailto:greaterchina2024@163.com">greaterchina2024@163.com</a> by 11:59PM CST.</td>
</tr>
<tr>
<td>April 27&lt;sup&gt;th&lt;/sup&gt;</td>
<td>Mailer II (final) sent to each student chapter</td>
</tr>
<tr>
<td>April 30&lt;sup&gt;th&lt;/sup&gt;</td>
<td>Mailer II Receipt Confirmation due from each student chapter</td>
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<tr>
<td>April 30&lt;sup&gt;th&lt;/sup&gt;</td>
<td>Final date for late registrations</td>
</tr>
<tr>
<td>May 10&lt;sup&gt;th&lt;/sup&gt; to 12&lt;sup&gt;th&lt;/sup&gt;</td>
<td>2024 ASCE Greater China Student Symposium</td>
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If your school is no longer participating in a competition, please contact [greaterchina2024@163.com](mailto:greaterchina2024@163.com) ASAP.
## FINAL STUDENT SYMPOSIUM SCHEDULE

<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
<th>Activity</th>
<th>Location</th>
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<tbody>
<tr>
<td>Friday, May 10th</td>
<td>3:00 PM - 5:00 PM</td>
<td>Registration</td>
<td>College of Civil Engineering</td>
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<tr>
<td></td>
<td>7:00 PM - 8:30 PM</td>
<td>Ice-break</td>
<td>College of Civil Engineering</td>
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<tr>
<td>Saturday, May 11th</td>
<td>8:30 AM - 11:30 AM</td>
<td>Business Meeting</td>
<td>Bridge Engineering Building</td>
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<td>11:30 AM - 1:30 PM</td>
<td>Lunch</td>
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<td></td>
<td>1:30 PM - 5:30 PM</td>
<td>Paper Competition</td>
<td>Bridge Engineering Building</td>
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<tr>
<td></td>
<td>6:00 PM</td>
<td>Award Ceremony</td>
<td>Bridge Engineering Building</td>
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<tr>
<td>Sunday, May 12th</td>
<td>TBD</td>
<td>Technical Visit</td>
<td>Tongji University</td>
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# FINAL PRESENTATION SCHEDULES

## 2024 ASCE Greater China Student Symposium Paper Competition

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<tr>
<th></th>
<th>Set up</th>
<th>Time</th>
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<tbody>
<tr>
<td>1</td>
<td>Harbin Institute of Technology</td>
<td>1:15 PM</td>
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<tr>
<td>2</td>
<td>Southeast University</td>
<td>1:30 PM</td>
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<td>3</td>
<td>The Hong Kong University of Science &amp; Technology</td>
<td>1:45 PM</td>
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<tr>
<td>4</td>
<td>Tsinghua University</td>
<td>2:00 PM</td>
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<tr>
<td>5</td>
<td>Nanjing Tech University</td>
<td>2:15 PM</td>
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<tr>
<td>6</td>
<td>China University of Mining and Technology</td>
<td>2:30 PM</td>
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<td>8</td>
<td>3:15 PM</td>
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<td>9</td>
<td>3:30 PM</td>
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<td>10</td>
<td>3:45 PM</td>
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<tr>
<th></th>
<th>Set up</th>
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<tbody>
<tr>
<td>11</td>
<td>The Hong Kong Polytechnic University</td>
<td>4:00 PM</td>
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<tr>
<td>12</td>
<td>Hohai University</td>
<td>4:15 PM</td>
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<tr>
<td>13</td>
<td>Zhejiang University</td>
<td>4:30 PM</td>
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**Break**

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<tr>
<th></th>
<th>Set up</th>
<th>Time</th>
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<tr>
<td>13</td>
<td>Chongqing University</td>
<td>5:00 PM</td>
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<td>14</td>
<td>Beijing University of Civil Engineering and Architecture</td>
<td>5:15 PM</td>
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**Break**

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**Award ceremony**

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</table>
Competitions that advance to an ASCE Society-wide Competitions Finals include: ASCE Concrete Canoe Competition, ASCE Sustainable Solutions Competition, and ASCE UESI Surveying Competition. The AISC/ASCE Student Steel Bridge Competition advances to the SSBC National Finals and follows the eligibility requirements below. See SSBC Rules for more information.

Invitations to Student Symposia and ASCE Student Civil Engineering Championships/Society-wide Competition Finals are a privilege, not a right. Failure to act professionally can result in letters of reprimand, mandatory behavior management plans, and loss of invitations to further competition for individual institutions and/or entire conferences. Please note that the requirements for eligibility for Society-wide competition finals are more stringent than the requirements for participation at the student symposia competitions.

Eligibility for Student Symposium Competition
The following qualifications are required of all ASCE Student Chapters to compete at the Student Symposia Competitions:

An ASCE Student Chapter must:
Be in good standing with ASCE:
- Have paid their annual dues, as received by ASCE, no later than the start of their Student Symposium.
- Have submitted their student chapter's full Annual Report or EZ Annual Reporting Form no later than February 1, 11:59 p.m. EST.

Eligibility for ASCE Society Competition Finals
The following qualifications are required of all ASCE Student Chapters in order to advance to the ASCE Society-wide Competition Finals:

An ASCE Student Chapter must:
1. Be in good standing with ASCE:
   - Have paid their annual dues, as received by ASCE, no later than February 1, 11:59 p.m. EST.
   - Have submitted their student chapter's full Annual Report, no later than February 1, 11:59 p.m. EST and have received a minimum score of 25 points out of a possible 100. Student Chapters that submit an EZ annual reporting form do not qualify to advance on to competition finals.

2. Attend and participate in their assigned Student Symposium as shown through their school's:
   - On-time attendance and active participation by a member of the ASCE Student Chapter at the Student Symposium Business Meeting.
   - Participation in the Student Symposium Paper Competition, including submission and presentation by a member of the ASCE Student Chapter. Note that any papers/presentations created for any other competition do not count as an entry into the Student Symposium Paper Competition.

Questions regarding eligibility should be directed to student@asce.org.
The Business Meeting is scheduled to take place on Saturday, May 11th, 2024 at 8:30am.

The draft business meeting agenda is attached below. If you have additional agenda items and/or motions that your student chapter would like to be included in the agenda, please submit them to us at greaterchina2024@163.com by May 3rd.

Note that the business meeting is officially the business meeting for the Student Conference Board of Delegates. The Board of Delegates consists of two student delegates (preferably a senior or junior in an ASCE leadership position and a sophomore in or aspiring to an ASCE leadership position) and the faculty advisor from each student chapter. Each student delegate must be a member in good standing with their student chapter and the Society. Each student chapter in the Student Conference has one vote. At least one member of your ASCE student chapter must participate. (See eligibility requirements.)
Greater China Student Conference Board of Delegates 2024 Meeting Agenda

Date: May 11, 2024  Time: 8:30 am  Location: Room 101, Bridge Engineering Building

Agenda
1. Call to Order by Symposium Student Host and CSCC Representative
2. Roll Call

<table>
<thead>
<tr>
<th>Student Chapter</th>
<th>Present or Absent</th>
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<tbody>
<tr>
<td>China University of Mining and Technology</td>
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<td>Chongqing University</td>
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<td>Dalian University of Technology</td>
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<td>Harbin Institute of Technology</td>
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<td>Hohai University</td>
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<td>southeast University</td>
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<td>Southwest Jiaotong University</td>
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<tr>
<td>The Hong Kong University of Science &amp; Technology</td>
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<td>Tongji University</td>
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<td>Zhejiang University</td>
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<td>Nanjing Tech University</td>
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3. Changes to and approval of the Meeting Agenda
4. Welcome
5. Unfinished Business
   a. Approval of the Policies and Procedures document that includes the host rotation schedule
6. New Business
   a. Confirmation of future symposium hosts
      a) 2025 host: Chongqing University
      b) 2026 host: Zhejiang University
      c) 2027 host: TBD
   b. Topics provided by Chair or Delegates for discussion
   c. Initial feedback to current symposium host
   d. 2025 host (if known prior to symposium) – initial overview of 2025 symposium
   e. Discuss transfer of any competition equipment
   f. Annual reports provided by student chapters
7. Adjournment
STUDENT SYMPOSIUM PAPER COMPETITION

(ELIGIBILITY REQUIREMENT)

The Student Symposium provides an opportunity to engage with other ASCE student chapters and ASCE leadership. Besides the business meeting, the Student Symposium Paper Competition is an essential part of the symposium.

The ASCE Student Symposium Paper Competition emphasizes the importance of being able to write and present a paper as essential communication skills for all engineers and often necessary for advancement in your career.

Note that any papers/presentations created for any other competition do not count as an entry into the Student Symposium Paper Competition.

The topic for the ASCE Greater China Student Symposium Paper Competition is:

**Build a smart and resilient future**

You can visit the [Official Website](#) for Rules.

**Submission deadline:** April 26th, 2024

**Submission email:** greaterchina2024@163.com
HOTEL INFORMATION

Teams will be responsible for reserving and paying for their own accommodations. Here are some suggestions within reasonable distance of the symposium site.

THE KINGSWELL HOTEL • TONGJI
- No.50, Zhangwu Road, Yangpu District, Shanghai
- Across the street from Tongji University

JI HOTEL
- No.180, Anshan Road, Yangpu District, Shanghai
- 10-minute walk from Tongji University
- Parking structure one block away
THANK YOU TO OUR SPONSOR!

TONGJI UNIVERSITY

COLLEGE OF CIVIL ENGINEERING