

# MAILER II

## 2024 ASCE Greater China Student Symposium

Hosted by

Tongji University

Friday, May 10<sup>th</sup> to Sunday, May 12<sup>th</sup> 2024

The ASCE logo consists of the letters 'ASCE' in a bold, blue, sans-serif font. To the left of the letters are three horizontal blue lines of varying lengths, stacked vertically.

STUDENT CHAPTER

Tongji University



同濟大學  
TONGJI UNIVERSITY



土木工程學院  
COLLEGE OF CIVIL ENGINEERING

# Mailer 2 – Final Student Symposium Information



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 30<sup>th</sup>, 2024.

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

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

Sincerely,

**Yuchen Zhou**

A handwritten signature in blue ink that reads "Yuchen Zhou". The signature is written in a cursive, flowing style.

Symposium Host Student Lead  
2024 ASCE Greater China Student Symposium  
**Tongji University**

## Mailer 2 – Final Student Symposium Information



### **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 30<sup>th</sup>**.

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

Individual Registration Form was due on **March 29<sup>th</sup>**. 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

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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.

# MAPS, DIRECTIONS AND PARKING

## Campus Map



Online download address: <https://www.tongji.edu.cn/xglj/fk/xydt.htm>

## NON-COMPETITION EVENT INFORMATION

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### Registration

May 10<sup>th</sup>, 2024 from **3:00pm to 5:00pm** at **the first floor** of College of Civil Engineering.

### ASCE Information Table

May 10<sup>th</sup>, 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 10<sup>th</sup>, 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.

Roller Coaster Track Design Challenge	Paper Structure Challenge
Luban Lock and Drawbar Challenge	Wooden stick Challenge

### Welcoming Ceremony

May 11<sup>th</sup>, 2024 at **8:30am** in **Room101** of Bridge Engineering Building.

### Business Meeting

May 11<sup>th</sup>, 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](mailto:greaterchina2024@163.com).

We encourage business casual attire.

### Awards Ceremony

May 11<sup>th</sup>, 2024 at **5:30pm** in **Room101** of Bridge Engineering Building.

We encourage business casual attire.

### Technical Visit

May 12<sup>th</sup>, 2024 in Tongji University. We will have an awesome laboratory tour. Details TBD.

## Mailer 2 – Final Student Symposium Information



# PRESENTATION TECHNOLOGY AND SOCIAL NETWORK INFORMATION

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## 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 microphone 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](mailto:greaterchina2024@163.com) to get the prompt QR code.



## Mailer 2 – Final Student Symposium Information



# FINAL DEADLINES

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<b>April 26<sup>th</sup></b>	Student Symposium Paper Competition Submission Email to <a href="mailto:greaterchina2024@163.com">greaterchina2024@163.com</a> by 11:59PM CST.
<b>April 27<sup>th</sup></b>	Mailer II (final) sent to each student chapter
<b>April 30<sup>th</sup></b>	Mailer II Receipt Confirmation due from each student chapter
<b>April 30<sup>th</sup></b>	Final date for late registrations
<b>May 10<sup>th</sup> to 12<sup>th</sup></b>	2024 ASCE Greater China Student Symposium

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**If your school is no longer participating in a competition, please contact [greaterchina2024@163.com](mailto:greaterchina2024@163.com) ASAP.**



## Mailer 2 – Final Student Symposium Information



# FINAL STUDENT SYMPOSIUM SCHEDULE

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

## FINAL PRESENTATION SCHEDULES

<b>2024 ASCE Greater China Student Symposium Paper Competition</b>		
<b>Set up</b>		<b>1:15 PM</b>
1	Harbin Institute of Technology	1:30 PM
2	Southeast University	1:45 PM
3	The Hong Kong University of Science & Technology	2:00 PM
4	Tsinghua University	2:15 PM
5	Nanjing Tech University	2:30 PM
6	China University of Mining and Technology	2:45 PM
<b>Break</b>		<b>3:00 PM</b>
7	Tongji University	3:15 PM
8	Dalian University of Technology	3:30 PM
9	Southwest Jiaotong University	3:45 PM
10	The Hong Kong Polytechnic University	4:00 PM
11	Hohai University	4:15 PM
12	Zhejiang University	4:30 PM
<b>Break</b>		<b>4:45 PM</b>
13	Chongqing University	5:00 PM
14	Beijing University of Civil Engineering and Architecture	5:15 PM
<b>Break</b>		<b>5:30 PM</b>
<b>Award ceremony</b>		<b>6:00 PM</b>

## Mailer 2 – Final Student Symposium Information



# ASCE SOCIETY COMPETITION ELIGIBILITY REQUIREMENTS

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*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:

- a. Have paid their annual dues, as received by ASCE, no later than the start of their Student Symposium.
- b. 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:

- a. Have paid their annual dues, as received by ASCE, **no later than February 1, 11:59 p.m. EST.**
- b. 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:

- a. On-time attendance and active participation by a member of the ASCE Student Chapter at the Student Symposium Business Meeting.
- b. 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](mailto:student@asce.org).**

## Mailer 2 – Final Student Symposium Information



# BUSINESS MEETING ([ELIGIBILITY REQUIREMENT](#))

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The Business Meeting is scheduled to take place on **Saturday, May 11<sup>th</sup>, 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](mailto:greaterchina2024@163.com) by May 3<sup>rd</sup>.

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.](#))

# Mailer 2 – Final Student Symposium Information



## Greater China Student Conference Board of Delegates 2024 Meeting Agenda

<b>Date:</b> May 11, 2024	<b>Time:</b> 8:30 am	<b>Location:</b> Room 101, Bridge Engineering Building
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### Agenda

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

<b>Student Chapter</b>	<b>Present or Absent</b>
China University of Mining and Technology	
Chongqing University	
Dalian University of Technology	
Harbin Institute of Technology	
Hohai University	
Southeast University	
Southwest Jiaotong University	
The Hong Kong University of Science & Technology	
Tongji University	
Zhejiang University	
The Hong Kong Polytechnic University	
Beijing University of Civil Engineering and Architecture	
Tsinghua University	
Nanjing Tech University	

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](#))

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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 26<sup>th</sup>, 2024**

**Submission email:** [greaterchina2024@163.com](mailto:greaterchina2024@163.com)

## HOTEL INFORMATION

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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

Mailer 2 – Final Student Symposium  
Information



THANK YOU TO OUR SPONSOR!

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同濟大學  
TONGJI UNIVERSITY



土木工程學院  
COLLEGE OF CIVIL ENGINEERING