



DEPARTMENT OF ENGINEERING PRACTICES 2009-2010
FACTSHEET

October 10, 2009

COMMITTEE PLAN AND GOALS

- 1) Consider and recognize that the Department of Engineering Practices consists of the following elements:
 - i) PEI – Professional Engineers in Industry
 - ii) PEPP – Professional Engineers in Private Practice
 - iii) PEE – Professional Engineers in Education
 - iv) PEC – Professional Engineers in Construction
 - v) PEG – Professional Engineers in Government
- 2) Recognize the accomplishments of outstanding engineers in their fields and promote employment practices within these fields that which supports the mission of MSPE.
- 3) Select “Outstanding Engineers” in PEI, PEPP, PEG, PEE and PEC and make award presentation at the Award’s Program during the Engineer’s Week Banquet. Committee coordinates the awarding process with the Engineer’s Week Committee and Award’s Committee. Awarding is based on nominees made and the committee reserves the right to not make an awarding for the year.
- 4) Publish a “Call for Nominees” in the St. Louis Engineer during the nomination process (August – November).
- 5) Publicize the achievements of the award winners to media outlets through the Public Relations Committee.
- 6) Recruit individuals that would make a memorable Award’s presentation for the winners.

MEMBERS

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“OUTSTANDING ENGINEERS” AWARD OVERVIEW

The nomination and award process presents great opportunities for the profession, the chapter, and the individual selected to obtain publicity and recognition. Solicitation of nominations will be done within the Chapter through the newsletter, and at board and chapter meetings. Individuals should be encouraged to nominate themselves or submit names for consideration to the committee. The committee and its chairmen will contact individuals who have been suggested by others. Additional opportunities for solicitation of nominations are available through newspapers, universities, the Engineers Club, and other organizational newsletters. Once awards are made, announcements will be sent to the local media through the Public Relations Committee.

QUALIFICATIONS FOR CANDIDACY

- a) Registered professional engineer in Missouri
- b) Conducts business in, teaches students from, retired from practice in or resident of the St. Louis Chapter Area, which encompasses the City of St. Louis and the Counties of St. Louis, Jefferson, Franklin, Warren, Lincoln and St. Charles
- c) Has not received the award in the last 10 years
- d) Not a current or immediate past officer of the St. Louis Chapter of MSPE
- e) Membership in MSPE not required
- f) A full listing of past award winners is available at the MSPE website in a Microsoft Word file downloadable from http://www.mspe.org/chapters/Chapter9/09_Awards_guide_2009.doc.

HOW TO NOMINATE

- 1) Contact the Practice Committee Chairman of the award that you are making a nomination and submit the name. If you wish the Practice Committee to contact the person, please leave follow-up information to reach your nominee. Your nomination can remain confidential if you wish.
- 2) The nominee is to submit a detailed resume, biography, curriculum vitae, or other material that best represents the individual. Information submitted should be a self-contained document. Submit information by the deadline.
- 3) The Committee can provide a formal application to any nominee on request but it is not required. A formal application is also available and may be used as a guide for nominees to provide information pursuant to the award criteria. The application is not required. It is available on the MSPE website at http://www.mspe.org/chapters/Chapter9/award_application_2009-2010.doc.
- 4) Nominees should be informed of the date of the Awarding at the Banquet in order to be available to appear in person. Proxy awards are not disallowed, but we'd like to do to encourage at all possible, that nominees keep that date open.

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DEPARTMENT SCHEDULE (approx)

Submit Call For Nominees for Newsletter	Aug 27, 2009
Deadline for Submitting Official Application	Nov 27, 2009
Review and judge applicants	Nov 30, 2009 – Dec 9, 2009
Report Recommendations of Award to Executive Committee	Dec 10, 2009
Report Recommendations of Award to Board and Acceptance	Dec 17, 2009
Notify Each Candidate of Selection/Non-selection	Dec 17, 2009 – Dec 30, 2009
Collect Name, Bio and Photo from Winners for Newsletter, Banquet Program, and Awards	Dec 17, 2009 – Jan 15, 2010
Submit Winner List for January Newsletter	Dec 18, 2009
Submit Names to Awards Chair Submit Names, Bio and Photo to Newsletter and Banquet Committee	Jan 18, 2010
Awards to be ordered	Jan 18-22, 2010
Send Bio and Photo to Banquet Committee	Feb 1, 2010 (est)
Pickup Awards	Feb 22, 2010
Present Awards at Annual Banquet	Feb 26, 2010 (est)
Lesson's Learned and Improvements for 10-11	Spring 2010 (est)

SUGGESTED EVALUATION EMPHASIS

Note: The emphasis listed here are only recommendations for applicants to use as they prepare their information. Applicants are not limited to these areas of emphasis but are strongly urged to be as thorough as possible. Since awarding is subjective, a more detailed background is requested.

EDUCATION AND REGISTRATION

- The number and level of degrees conferred and registrations held

PROFESSIONAL SOCIETY (MSPE) ACTIVITIES

- Local, State and National
- Participation in activities and the level of responsibility (member, committee member, committee chairman, officer, director, etc.) and number of years served in each capacity

TECHNICAL SOCIETY ACTIVITIES (CEC, ASCE, IEEE, WEF, APWA, AWWA, MSPE etc.)

- Local, State and National
- Participation in activities and the level of responsibility (member, committee member, committee chairman, officer, director, etc.) and number of years served in each capacity



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CIVIC AND HUMANITARIAN ACTIVITIES

- Volunteer Work, Civic, Church, Fraternal and Benevolent Organizations etc.
- Participation in activities and the level of responsibility (member, committee member, committee chairman, officer, director, board member etc.) and number of years served in each capacity

MILITARY SERVICE

- Past and present service, level of rank attained and number of years of service

TECHNICAL PUBLICATIONS/PRESENTATIONS

- The number of papers and the number of times each was presented or published

ENGINEERING ACHIEVEMENT AND AWARDS

- General achievement, major accomplishments and awards received

GRADING

St. Louis Chapter members shall do grading. The final grading committee typically includes the Practice Committee, Awards Committee, and Officers of the St. Louis Chapter and other senior members of the Society. Grading is subjective.

INFORMATION FROM SELECTED WINNER

- 1) Electronic photo – B&W headshot is preferred. Image format can be jpg, bmp, or tif. Photo will appear in the banquet brochure and newsletter.
- 2) Electronic biography for banquet brochure, newsletter and press release.
- 3) Electronic media list (optional) for use in distributing a press release. List should include e-mail address and contact name of media source. Fax numbers would be less desirable. The Public Relations Committee will develop the press release, but if the winner has preferred press release, we can use it. If no media list is supplied, a default list will be used at the discretion of MSPE.

BUDGET REQUIREMENTS

None. All awards are ordered through the Department of Professional Recognition (Award's Committee).