BYLAWS
of the
International Society for Intelligent Construction

ARTICLE 1: Background, Name, and Location

SECTION 1.1 Background and Name

1.1.1   The name of this organization shall be the International Society for Intelligent Construction. The official abbreviation is ISIC. The official website URL is www.IS-IC.org.

1.1.2   ISIC was founded by Dr. George K. Chang (US), Prof. Antonio G. Correia (Portugal), Prof. Guanghui Xu (China), and Prof. Soheil Nazarian (US) in 2016. It was initially called International Intelligent Construction Technologies Group (IICTG). IICTG was renamed ISIC in 2019.

SECTION 1.2. Location

1.2.1 The offices and the principal place of business for ISIC shall be the National Center for Pavement Preservation (NCPP), 2857 Jolly Road, Okemos, Michigan 48864. There is a Memo of Understanding between NCCP and ISIC for NCCP to provide ISIC administrative services.

ARTICLE 2: Vision, Mission, Scope, and Objectives

SECTION 2.1. Vision Statement

2.1.1   The International Society for Intelligent Construction (ISIC) is a source of knowledge and information on intelligent construction technologies for public agencies, contractors, consultants, academia, and other relevant industries.

SECTION 2.2. Mission Statement and Scope

2.2.1 Mission Statement - ISIC provides a forum for disseminating knowledge concerning the collection, analysis, and application of information relating to intelligent construction technologies (ICT) for infrastructure. The ICT is a combination of modern science and innovative construction technologies. The mission of ISIC is to promote the applications of ICT to the life-cycle of infrastructure: from the survey, design, construction, operation, and maintenance/rehabilitation by adapting to changes in

environments and minimizing risks. The goals of its mission are to improve the quality of construction, cost-saving, and safety.

2.2.2 Scope - The scope of ISIC (the Scope) covers all current and emerging intelligent construction technologies for the life-cycle of infrastructure. The Scope includes intelligent sensing, data analysis, decision-making, and execution. The fields that the Scope covers include civil engineering, construction machinery, electronic sensor technology, survey/testing technology, information technology/computing, and other related fields.

SECTION 2.3 Objectives

2.3.1 The objectives of ISIC include the following:
- Exchange ideas and information in an informal setting,
- Provide a forum for the practitioners of ICT from agencies, contractors, academics, vendors, and consultants,
- Provide a forum for discussion of research and development,
- Focus on the latest initiatives in Society's areas of interest,
- Provide education and training in the areas of concentration,
- Provide technical assistance and reviews on regional and international standards and specifications,
- Provide an ICT journal to promote advancements in science and technologies of ICT, and
- Create and maintain a network of personal and professional relationships.

ARTICLE 3: General Membership

SECTION 3.1 General Membership

3.1.1 Qualification – General Membership is open to representatives of public agencies or any organization active or interested in the Scope who have attended at least one ISIC-related meeting in the past four years.

3.1.2 Applications – All individuals applying for General Membership shall complete an application form containing information on their qualifications.

3.1.3 Action – Action on the applications for General Membership shall be performed by Task Group E – General membership under Secretariat. General Members may be added at any time, subject to the Qualification. There shall be no limitation on the number of General Members.

3.1.4 Fees – The membership fees shall be determined by the Executive Committee.

ARTICLE 4: Committees

SECTION 4.1. Committees Structure.

4.1.1 The ISIC Committees include the Executive Committee, Steering Committee, Technical Committee, and Subcommittees.

4.1.2 The initial Executive Committee Members include:
- Dr. George K. Chang, USA
- Prof. Guanghui Xu, China
- Prof. Soheil Nazarian, USA
- Prof. Antonio G. Correia, Portugal

4.1.2.1 As any Executive Member retires, he or she can select a candidate as a successor after approval by the remaining Executive members.

4.1.3 The Steering Committee shall comprise experts from various fields within the Scope. Any candidate Steering Committee members can be recommended by the Executive Committee members and approved by the Task Group of Membership. The Steering Committee members shall represent the following categories in a balanced manner:
- All continents and regions,
- Public Agency Members,
- Industry/Contractor Association Members,
- Academic Members,
- Consultant Members,
- Vendor/Commercial Members, and
- At-Large Representatives – including immediate past President unless the immediate past President is filling a position in one of the other categories above.

4.1.4 The Technical Committee shall comprise experts from various fields within the Scope. Any candidate Technical Committee members can be recommended by the Executive, Steering, and Technical Committee members and approved by the Task Group of Membership.

4.1.5 Subcommittees shall be authorized and approved by the Executive Committee to focus on the areas of interest within the Scope.

4.1.5.1 The Subcommittee shall comprise experts from various fields within the Scope. Subcommittee officers and members shall be from the Steering committee, Technical Committee, and General Membership. Any candidate Subcommittee member can be recommended and approved by the current Subcommittee members.

SECTION 4.2 Authority of Committees.

4.2.1 The Executive Committee shall designate the President, Vice-Presidents, and Secretariat of ISIC until the further amendment of the Bylaw is made.

4.2.1.1 The Executive Committee shall reside at the Task Group E - Membership.

4.2.1.2 The Executive Committee shall have veto power.

4.2.2 The Steering Committee Members shall develop and update the ISIC Strategic Plan.

4.2.2.1 The Steering Committee shall elect the Chair, Vice-Chair, and Secretary of the Steering Committee among themselves upon approval by the Executive Committee.

4.2.2.2 The Steering Committee is authorized to act on behalf of ISIC to conduct all business matters of interest to ISIC and to act on items of common interest to the membership.

4.2.2.3 The Steering Committee shall approve the agenda for any ISIC Conference developed by its Host, which meets the organization's objectives.

4.2.3 Each Subcommittee shall consist of a Chair, a Vice-Chair, and additional members to focus on the specific areas of interest.

SECTION 4.3. Duties of Officers.

4.3.1 The President of ISIC will preside over the ISIC Conferences.

4.3.1.1 One of the Vice-Presidents of ISIC will preside over meetings in the absence of the President.

4.3.1.2 The Secretariat of ISIC assembles and operates the following Task Groups:

- Task Group A – Administration and Finance,
- Task Group B – Meeting Program (including the local host of the next ISIC Meeting to develop the agendas and secure the facilities and speakers required for the ISIC Meetings.)
- Task Group C – Sponsorship and Industry Participation (reaching out to industry and cooperation to obtain sponsorship and exhibits for the next ISIC Meeting),
- Task Group D – Communication (broadcasting ISIC meeting information and maintaining the ISIC website and social media)
- Task Group E – Membership process and approval, The Task Group E - Membership shall nominate candidates to maintain a committee member of up to 16 Steering Committee members and up to 40 Technical Committee members.

The Task Group E – Membership shall remove the members who have been inactive for an extended period.
- Task Group F – ISIC journals and other publications.

4.3.2 The Chair of the Steering Committee will preside over meetings of the Steering Committee.

4.3.2.1 The Vice-Chair of the Steering Committee will preside over meetings in the absence of the Chair.

4.3.2.3 The Secretary of the Steering Committee will record and distribute meeting minutes.

4.3.3 The Technical Committee members shall assist the Subcommittee and Chapters on technical matters.

4.3.4 The Chairs of Subcommittees shall fulfill the following duties:
- Preside over meetings of their subcommittees.
- Develop the statement of scope for a specific Subcommittee,
- Provide content for subcommittee webpages under the ISIC website,
- Develop call-for-paper/call-for-presentation, review abstracts and plan technical sessions for ISIC conferences,
- Report subcommittee activities during the ISIC business meetings at ISIC conferences,
- Share resources and cooperate with ISIC academic and industry partners for research, development, and implementation.

4.3.4.1 The Vice-Chairs of Subcommittees will preside over meetings in the absence of the Chair.

4.3.4.2 The Secretaries of Subcommittees will record and distribute meeting minutes.

SECTION 4.4 Terms of Service for Committee Members and Officers.

4.4.1 There are no term limits for the General Members.

4.4.2 There are no term limits for the Executive Committee Members.

4.4.2.1 There shall be no term limits for the President and Vice-Presidents until the amendment is made to the Bylaws.

4.4.3 There shall be four-year term limits for members of the Steering Committee where they can be reelected after the reviews by the Task Group E - Membership.

4.4.4 There shall be four-year term limits for members of the Technical Committee where they can be reelected after the reviews by the Task Group E - Membership.

ARTICLE 6: Chapters

SECTION 6.1 Chapter Structure.

6.1.1 Chapters are authorized and approved by the Executive Committee. The main goal is to facilitate the ISIC activities in local regions such as European Union (EU), North America (NA), Pan Pacific (PP), etc.

6.1.2 Chapter officers and members are from the Steering committee, Technical Committee, and General Membership.

6.1.3 Each Chapter shall elect a Chair, a Vice-Chair, a Secretary/Treasurer, and additional officers to focus on the local region of the Chapter upon approval by the Executive Committee.

6.1.4 The Chapter members shall be approved by the Chapter Chair and Vice-Chair. The number of Chapter members is unlimited.

6.1.5 There shall be two-year progressive terms for the Chair, a Vice-Chair, and a Secretary/Treasurer of a Chapter where they may be reelected and approved by the Executive Committee.

6.1.5 There shall be no term limits for members of a Chapter.

SECTION 2. Duties of Chapter Officers.

6.2.1 The Chair, the Vice-Chair, and the Secretary/Treasurer of a Chapter shall lead the subcommittee members to fulfill the following duties:
  • Develop the statement of scope for the specific Chapter,
  • Plan and conduct meetings with Chapter members,
  • Develop and maintain the Chapter webpage under the ISIC website,
  • Report Chapter activities during the ISIC business meetings at ISIC conferences,
  • Share resources and cooperate with ISIC academic and industry partners for research, development, and implementation.

ARTICLE 7: Partners

SECTION 7.1 ACADEMIC AND INDUSTRY PARTNERS.

7.1.1 Academic and industry partners shall be invited by Steering Committee to assist in ISIC Meetings and other ISIC activities. The number of partners is not limited.

7.1.2 Each partner may provide representative(s) to participate in planning meetings of the Task Group on Meeting Program, including the local host of the next ISIC Meeting.

ARTICLE 8: Conferences and Meetings

SECTION 8.1 ISIC Conferences.

8.1.1 The date and location of each ISIC Conference shall be set by the Steering Committee. The meeting locations shall be rotated around the countries selected by the Steering Committee.

8.1.2 The ISIC Conferences shall consist of technical presentations, panel discussions, workshops, and an ISIC business meeting. The ISIC business meeting shall include reports from task groups/subcommittees/Chapters, and acting on all business before the next ISIC Conference.

8.1.3 The Task Group for Meeting Program will develop the next ISIC Meeting agenda and distribute it at least six months before the meeting.

8.1.4 The host agency/organization shall provide logistics for ISIC Meetings. When no host organization exists, the NCPP shall provide for said assistance per the memo agreement between ISIC and NCPP.

8.1.5 The frequency of ISIC Meetings is two years unless authorized to change by the Executive Committee.

SECTION 8.2. Other Meetings.

8.2.1 Any ISIC Chapter may conduct its meetings without conflict with the ISIC Conferences.

8.2.2 Other ISIC-related meetings or symposiums shall be at the discretion of the Steering Committee. These meetings shall include acting on business items brought forth at the ISIC Conferences.

ARTICLE 9: Amendments to Bylaws

SECTION 9.1. Amendment Process.

9.1.1 These Bylaws may be amended or repealed by a simple majority vote of the Steering committee members.

ARTICLE 10: Financial Matters

SECTION 10.1 Fiscal Year.

10.1.1 The fiscal year of ISIC shall begin on October 1 and run through September 30 of the following year.

SECTION 10.2 Revenues.

10.2.1 For ISIC Conferences in the US, registration fees, exhibitor fees, sponsorship, and other funds received for purposes consistent with ISIC programs, operations and functions will be managed by the NCPP and dispersed for the operation programs of ISIC.

10.2.2 For ISIC Conferences outside of the US, the local host agency shall take full responsibility for the logistic and financial matters.

10.2.3 For Chapter Meetings, the Chapter shall take full responsibility for the logistic and financial matters.

SECTION 10.3 Expenditures.

10.3.1 Funds will be managed and administered by the NCPP, and expenditures shall only be for the purposes related to ISIC goals. They shall support the programs, functions, and operation of ISIC. The NCPP shall be accountable to the Steering Committee in these matters.

10.3.2 The host of each ISIC Conference shall reimburse the travel cost of the Executive Committee Members within its capacity.

SECTION 10.4 Budgets.

10.4.1 An ISIC meeting budget shall be submitted by the NCPP or the local ISIC meeting host to the Secretariat for approval. The Secretariat and Executive Committee shall review the budget and work program before the business meeting at the ISIC meetings.

SECTION 10.5 Audit.

10.5.1 The ISIC account managed by the NCPP shall be subject to audit under the procedures of Michigan State University.

Ratification:

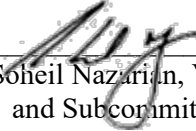These Bylaws have been adopted by the Steering Committee on July 9th, 2022.

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Dr. George Chang, President   Prof. Antonio G. Correia, Vice-President

_____   _____
Prof. Guanghui Xu, Vice-President/Secretariat   Prof. Soheil Nazarian, Vice-President
                                                                          and Subcommittee Lead

APPROVED
BY ISIC

INTERNATIONAL SOCIETY FOR INTELLIGENT CONSTRUCTION