



*Society of American Military Engineers*  
**College Outreach**  
**Community of Interest (CO COI)**  
**Charter**  
(Revised 13 August 2020)

**Mission.** The SAME College Outreach Community of Interest supports Post's efforts in the mentoring and development of student members into future STEM professionals; supports post-high school SAME Student Chapters; and leads collaborative efforts between academia, public sector and industry to identify and resolve national security infrastructure-related challenges.

**Vision.** The SAME College Outreach Community of Interest is recognized as the lead facilitator for mentoring and developing student members into future STEM professionals at the post-high school level and the lead integrator of academic national infrastructure-related capabilities to produce viable solutions for national security.

**Membership.** Participation in the Community of Interest is open to all SAME members interested in advancing the mission as stated above. The Community of Interest benefits from members at Posts, Student Chapters, all military branches, private businesses, and academic institutions. Student members are especially encouraged to enroll. Leadership for the Community of Interest shall be composed of the Leadership Team as defined in the Organization section.

**Strategic Alignment.**

*Goal 1: Strengthen Industry-Government Engagement*

*Lead efforts to foster communication and build relationships among military, public, academic, and professional organizations; further collaboration to identify issues and develop solutions in support of National security.*

Strengthening and building new relationships are key to the success of the Student Chapters and Virtual Student Chapter by providing current and meaningful content for the student membership.

*Goal 2: Build and Sustain Resilient Communities*

*Lead efforts to prepare communities to absorb, recover, and adapt from natural and man-made threats, fortify our nation's resolve directly where people work and live.*

College Outreach supports building and sustaining resilient communities by encouraging student members to problem-solve societal problems/issues through participating in industry relevant, multidisciplinary competitions for student members. Competitions can provide purpose for the student chapters and members, in addition to giving back to their communities.

*Goal 3. Develop Leaders for the Profession*

*Lead efforts to enhance leadership development and cultivate the talent necessary to address the nation's grand challenges; ensure the enduring stewardship of the A/E/C profession.*

College Outreach will continue to enhance leadership development through mentoring, professional development, and engagement in SAME activities and events. College Outreach

also helps to develop leaders by providing meaningful leadership content through the Virtual Student Chapter for all student members.

*Goal 4: Enrich the STEM Pipeline for the Nation*

*Lead efforts to inspire, encourage, and enable youth to pursue STEM careers; help develop the technical capacity that our nation needs to remain globally competitive.*

The College Outreach COI seeks to provide guidance, best practices, and support to SAME student members and network of student chapters that keeps students on a path toward a STEM career.

*Goal 5. Prepare Servicemembers and Veterans for the A/E/C Industry*

*Lead efforts to fully integrate military and government members in the A/E/C industry; support training, credentialing, and networking initiatives that build, maintain, and translate skills to meet current and future needs.*

College Outreach will intentionally invest attention and support in leader-producing institutions and critical masses of military engineers.

**Organization.** The Community of Interest consists of the Leadership Team as defined below. These members are responsible for the operations of the Community of Interest as well as establishing near and long-term Community of Interest goals in support of the 2025 SAME Strategic Plan.

The Leadership Team consists of:

- Chair
- Chair-Elect
- Vice-Chair of Student Chapter Operations (VC-SCOps)
- Vice-Chair of Communications (VC-Com)
- Vice-Chair of Strategic Planning (VC-Plan)
- Vice-Chair for Academia Engagement (VC-AE)
- Vice-Chair of Competitions
- Vice Chair of Events
- Young Professional COI Liaison
- Senior Student Chapter Mentor (Adviser representing SC mentors)
- Senior Student Chapter Faculty Adviser (Adviser representing SC faculty advisers)
- Virtual Student Chapter Chair
- Other Community of Interest or Council Liaisons (as appropriate)
- Immediate Past Chair (Adviser)

**CO COI Communities.** CO COI communities are subsets of the SAME membership connected by a common goal that require different levels of cultivation and maintenance by the Community of Interest to maximize their impact.

- Student Chapter Post Mentors (a community of all the student chapter mentors from each sponsoring Post)
- Student Chapter Officers (a community students including all the student chapter officers that can be subdivided by role (President, Vice-president, etc.))
- Student Chapter Faculty Advisers (a community of all the student chapter faculty

- advisers that support their respective student chapters)
- SAME Student members—Post secondary (4-year, 2-year, trade, and technical colleges and universities)
- SAME Academics – a community of faculty members, university leaders, research professionals (focus is independent of any student chapter affiliation)
- Regional and Post Points of Contact - the Community of Interest seeks points of contact within each region and Post that can serve as a primary resource for collegiate outreach efforts at the regional and Post level.

**Appointment of Leadership Team.** The Community of Interest Chair will serve a two-year term with the option of a third-year contingent on the Society Vice-President for Community of Interests approval. The Chair may only serve one term.

At least six months prior to the Joint Engineers Training Conference (JETC) in the final year of the Chair’s term, a Chair-Elect will be appointed by the Society VP for C&C based upon the recommendation of the current Chair. The Chair-Elect shall have served on the Leadership Team at least one year to be considered for Chair. In the event a Chair-Elect cannot be selected from the Leadership Team, the Chair shall work with the Society VP for C&C to appoint a Chair-Elect from the SAME Membership. At the time of appointment, the Chair-Elect will work with the Chair to ensure a smooth transition.

Leadership Team members shall be appointed by the Chair on a yearly or as needed basis after consultation with the current Leadership Team. Selection is based on desire to serve and needs of the Community of Interest. Leadership Team members may be invited to continue their position for subsequent years. There are no term limits for the Leadership Team. The Chair has the flexibility to add or remove positions as needed.

**Leadership Team Responsibilities.** The following are the responsibilities of the Leadership Team members:

- **Chair**
  - Represent the CO COI to the Society
  - Attend Board of Direction (BOD) meetings on behalf of the CO COI
  - Develop regular battle rhythm
  - Provide agenda for monthly calls
  - Hold committee members accountable
  - Network throughout Society with other councils and look for opportunities to collaborate
  - Promote CO COI happenings and opportunities in every possible venue
  - Prioritize which future initiatives to pursue first
  - Approves new Student Chapter Charters and applications
  - Recruit Committee members and establish plan for succession and continuity of operations
- **Vice-Chair of Student Chapter Operations**
  - Lead Student Chapter Operations within the CO COI.

- Leader of Student Chapter related communities
  - As necessary establishes and oversees national student leadership body to advise and contribute to the CO COI
  - Review and provide recommendation for new Student Chapter nominations to CO COI Chair
  - Maintain Student Chapter contact information database that records Post mentor, faculty advisers, and Chapter officers. Pass to VC-Com when updates online are needed.
  - Share Student Chapter contact information database with Senior Chapter Mentor, Senior Faculty Adviser
  - Develop and support a strategy to increase student membership across student chapters.
  - Serves as primary advocate to SAME National Staff for student member issues
  - Ensure student members receive adequate customer service to keep them current with SAME
  - Devise mechanisms to gain constant feedback from student chapters
  - Look at identified problems and opportunities within Student Chapters and propose action to resolve or investigate
  - Keep all chapter governance documents updated (Guidance Manual, Sample Charter, etc.)
  - Push guidance to chapters: best practices, changes in reporting, recognition opportunities, etc.
  - Develop Student Leader Training format and content
  - Recruit and Develop Assistant Vice-Chair for Chapter Operations in support of plan for succession and continuity
- **Vice-Chair of Communications**
    - Serve as secretary for minutes keeping and information distribution
    - Ensure the SAME website reflects the most up to date information on active Student Chapters.
    - Maintain accuracy of website and social media information
    - Send Student Chapter contact information database updates to SAME National when received from VC-SCOs
    - Look for opportunities to promote SAME events on social media
    - Develop incentives to increase followership on social media
    - Produce newsletter at least twice a year
    - Recruit and Develop Assistant Vice-Chair for Communications in support of plan for succession and continuity
- **Vice-Chair of Strategic Planning**
    - Establish list of opportunities that the committee could pursue in support of the SAME Strategic Plan
    - Ensure all initiatives coincide with SAME Strategic Plan:
      - Strengthen industry-government engagement
      - Build and sustain resilient communities
      - Develop leaders for the profession

- Enrich the STEM pipeline for the nation
    - Prepare servicemembers and veterans for the A/E/C industry
  - Group initiatives into like activities
  - Develop summary of initiatives and propose action steps for each
  - Work with Chair to prioritize initiatives and assign projects to committee members and willing volunteers
  - Pass opportunities to VC-Com for inclusion in newsletter and social media
  - Work with SAME National Staff to leverage existing strategic partnerships
  - Work with other Committees and Councils to create strategic partnerships
  - Recruit and develop Assistant Vice-Chair for Strategic Planning in support of plan for succession and continuity
- **Vice-Chair for Academia Engagement**
    - Must be a SAME member
    - Should be a person with the experience and perspective to understand the motivations, relationships, and network to engage with academia at the Dean/Associate Dean level
    - Serves as primary liaison between SAME and Universities with whom SAME has a relationship (at Dean level vice just SC Faculty Advisor)
    - Leader of the community of academics
    - Develops initiatives and engages in support of SAME Strategic Plan elements relating to Academia (other than Student Chapter Operations)
    - Leads engagement strategy to expand the awareness and influence of SAME across academia
    - Advocates across other Committees and Councils in support of SAME Strategic Plan elements relating to Academia (publications, conferences, research support)
    - Develops and promotes initiatives to increase SAME membership and participation of academics (peer reviewed opportunities, academic tracs in conferences, research support)
    - Advises Regional and Post leaders on issues impacting academia
    - May also serve as the VC-Academia Engagement if appropriate
    - Recruit and develop Assistant Vice-Chair for Academia Engagement in support of plan for succession and continuity
  - **Vice-Chair for Competitions**
    - Serve as the main point of contact for student member and student chapter engagement in industry relevant competitions.
    - Serve as the lead of the SAME Competition Task Force to develop a SAME branded multi-disciplinary competition.
  - **Vice-Chair of Events**
    - Serve as the lead point of contact in strategizing student member and academia engagement in SAME national events such as JETC, FM Workshop, and SBC.
  - **Young Professionals COI Liaison**
    - Be the face of CO COI to the Young Professionals COI (YP COI)

- Participate in both CO COI and YP COI calls
- Pass news and opportunities of each group with the other group
- Pass needs of CO COI to YP COI for dissemination
- Develop initiatives to promote YP COI and continued involvement in SAME to transition graduating student members to a young professional member
- **Senior Student Chapter Mentor**
  - Supports VC-SCOps
  - Must be a SAME Fellow
  - Leader of the Community of Student Chapter Mentors
  - Connect with and develop relationships with Post Chapter Mentors at SAME National, Fellow, and CO COI events
  - Maintain best practices
    - Chapter mentor List
    - Chapter/Post relationship
    - Increasing student members at Chapters
    - Recognizing/dealing with issues
    - Mentoring Junior Chapter Mentors who is a who are Younger Professionals
- **Senior Student Chapter Faculty Advisor**
  - Supports VC-SCOps
  - Must be a SAME member
  - May also serve as the VC-Academia Engagement if appropriate
  - Leader of the Community of Student Chapter Faculty Advisors
  - Connect with and develop relationships with Faculty Advisors at SAME National and CO COI events.
  - Maintain best practices
    - List
    - Portfolio for Faculty Advisors
    - Increasing student members
    - Recognizing/dealing with issues
- **Virtual Student Chapter Chair**
  - Provides input on behalf of the Virtual Student Chapter
  - Provides guidance and leadership to the Virtual Student Chapter
  - Ensures the Virtual Student Chapter supports the College Outreach Committee mission.
- **Immediate Past Chair**
  - Serve as advisor and mentor to Chair

### **Operating Guidelines**

- The Community of Interest shall prepare an annual work plan to be submitted in accordance with the Society's bylaws. The annual work plan may include, but not be limited to, providing support to Student Chapters, updating the Student Chapter database, engagement with academia and items reflective of the Society's Focus Areas and

Strategic Plan.

- The Community of Interest will conduct business via teleconferences and will have at least one Community of Interest meeting each year at the annual JETC. Other meetings of the Leadership Team or Community of Interest shall be planned as determined feasible by the Leadership Team.
- The VC-Com will coordinate all communications to be disseminated to Posts, to the SAME National Staff, etc., through the Community of Interest Chair and Vice Chairs. Communication shall be conducted through teleconferences, Community of Interest newsletter, and other official SAME publications and communications resources. The Community of Interest shall publish at least two (2) newsletters a year with at least one (1) per academic semester.
- The relevant leadership team member will maintain regular communications with their corresponding CO COI Community to ensure community members are up to date with the work of the Community of Interest and maintain a channel to communicate best practices to those communities.

**Charter Approval and Amendments.** The Charter may be initially approved or amended by the Vice-president for Communities of Interest. The chair may undertake a review of the charter or consider amendments in coordination with the Vice-president for Communities of Interests.



13 August 2020

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Anne MacMillan, Chair (Please Sign and Date)



14 August 2020

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Neal Wright, Vice-president, Communities of Interest (Please Sign and Date)