

History & Heritage Committee (HHC)

A. Introduction

1. **Charge** - The Orange County Branch will document and publicize the historical contributions civil engineers have made to Orange County to its members and the public.
2. **Goals**
 - Create a short video (approximately 5 minutes) each year to showcase the Civil Engineering history of Orange County at the November dinner.
 - Write four to six newsletter articles each year
 - One tour of a historical civil engineering landmark each year.
 - One oral history each year
 - Maintains a list of potential people to interview for oral histories
 - Add content to the History & Heritage page on the website
 - Coordinates publication of obituaries and memoirs of deceased Branch members in the OC Branch newsletter.
 - Updates the list of past presidents.
3. **Branch Award** - Special Section /Branch Events & Activities

B. Membership

1. **Committee Makeup**
 - One co-chair from OC Branch
 - One co-chair from OC YMF
 - a. Video Subcommittee - A group of members from all experience levels working together to create an approximately 5 minute long video documenting historical civil engineering infrastructure and individuals who had a significant contribution to the profession.
 - b. Oral Histories Subcommittee - interview civil engineers who contributed to the Civil Engineering profession and/or the development of Orange County.
 - c. Historical Civil Engineering Landmarks - identify new landmarks, writes articles on existing articles, and/or holds events that highlight a Historical Civil Engineering landmark in Orange County.
2. **Leadership and Organization** - The committee is led by the two co-chairs who work together to oversee the activities of the sub committees.
3. **Committee Appointments** - The president of the Orange County Branch appoints one co-chair and the president of the OC YMF appoints the second co-chair. Both branch and YMF presidents can appoint additional members to the committee as they feel is appropriate.

C. **Procedures** - The Committee shall function in accordance with the Orange County Branch Constitution and Bylaws, and the current edition of Roberts Rules of Order - Newly Revised.

D. **Budget** - Both Orange County Branch and Orange County Younger Member Forum budget funds to support this committee. The funds will be reimbursed in accordance with the Orange County Branch's or YMF's reimbursement policy

E. Calendar

- November - Show video prepared in previous year at the annual dinner.
- December - Begin planning for the next video.