

WAQTC QAC COMMITTEE MEETING MINUTES

LEADER: Garth Newman, ITD FACILITATOR: Desna Bergold RECORDER:	DATE: SEPTEMBER 7, 2012 TIME: 8:00 PACIFIC LOCATION: TELECONFERENCE
MEMBERS: Garth Newman, ITD Linda Hughes, WSDOT Greg Christensen, AKDOT & PF Misty Miner, MDOT Desna Bergold, DB Consulting	ABSENT: Alan Hotchkiss, CDOT Sean Parker, ODOT Wendy Tripp, UDOT Ryan Hixson, FHWA Brian Legan, NMDOT
MEETING ITEMS: <ol style="list-style-type: none">1. Volumetric PowerPoint2. Volumetric Student manual3. AASHTO conversion list	

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ISSUE	DISCUSSION / DECISION	ACTION REQUIRED BY:
General	<p>Misty Miner would like to call this section (T 312 and TM 13) Volumetrics but Garth Newman and Desna believe the Executive Committee decided that the entire module would be called Asphalt 2. Misty would like this clarified.</p> <p><i>Desna will check the Executive Committee minutes</i></p>	Desna Bergold
Volumetric Student manual	<p>The group went through the student manual and made editorial corrections.</p> <p><i>Corrections will be made and errata will be sent out.</i></p>	Desna Bergold
Volumetric PowerPoint	<p>PowerPoint will be emended to match the changes to the student manual.</p> <p>Editorial changes to the instructor's notes. Reminder to include intermediate steps in the calculation for G_{se} and P_{ba} in the manual and in the PowerPoint.</p> <p>Desna created this PowerPoint in 2010 .pptx, when Linda views some slides there are random bullets that Desna cannot see. She will try to get rid of them, anyone finding random bullets on the revised version please let her know.</p> <p><i>Corrections will be made and the revised PowerPoint will be sent. If anyone finds random bullets they will notify Desna.</i></p>	Desna Bergold All
AASHTO conversion list	<p>Desna put together a list of AASHTO test methods and the measurement conventions of each. It was noted that there is little consistency in the majority of methods: some are Metric with English in parentheses or brackets, some are the other way around, and some are mostly English or mostly metric.</p> <p>The QAC group feels that this is a big task and perhaps AASHTO should hire a consultant to create documents that meets the AASHTO Style Guide.</p> <p>Desna will craft an email to Cole Mullis, a member of the AASHTO task force, and attach the spreadsheet for Garth to review.</p> <p><i>Email and spreadsheet to Cole Mullis.</i></p>	Desna Bergold
	<p>Linda has been reviewing all the video provided on concrete testing and has found that there doesn't appear to be any footage that has the correct number of repetitions, i.e. 25 rods per lift. Misty recommends cutting the video clips to a short representation. Linda agrees that it would work that way. All agree that it is a good</p>	

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	<p>solution.</p> <p><i>Linda will put together a shorter video clips.</i></p>	Linda Hughes
	<p>Linda suggests that although we have enough film to update and clean up the PowerPoint this year, in the future it would be good to put together a video library that everyone can contribute to as they get opportunities to get footage.</p> <p>Perhaps the group should decide on what codex to use to make everything consistent.</p> <p>Need to find out what kind of equipment everyone has.</p> <p><i>Desna will put this on the agenda for a teleconference in early December.</i></p> <p><i>Desna will 'doodle' for and then schedule a teleconference in early December.</i></p>	Desna Bergold
	<p>Garth pointed out that Desna needs to put together the AsTT II section for the RPIH and administration manual.</p> <p><i>Desna will get this done and Garth will review it.</i></p>	Desna Bergold Garth Newman