



## Committee Objectives

CURT recognizes that the key to success in reaching its goals and objectives is working together in established committees and task forces.

CURT relies heavily on volunteer effort and 100% participation of each CURT member. These committees depend on a focused effort by organized groups of highly skilled CURT member who passionately work toward the stated goals and objectives.

CURT will routinely schedule Committee and Task Force Meetings on the morning of our regularly scheduled Plenary Session. However, recognizes that the regular bi-monthly meetings do not permit adequate time to address the issues properly and create value-added results.

Therefore, CURT recommends the following Guidelines for its Committee and Task Force Efforts:

- Identify and clearly communicate your top three (3) initiatives. Consult the Committee Goals and Objectives Charter to assure that your initiatives are aligned with the Committee Charter.
- Always conduct your business in accordance with the CURT Anti Trust Policy.
- Schedule regular conference call meetings in between regularly scheduled CURT plenary sessions.
- Involve everyone! Break down the work effort into subcommittees so that the task does not overly burden any one member.
- Leverage resources! Be aware that resources exist within each member firm and within local user councils, trade associations and educational organizations.
- Communicate! Keep the CURT office aware of the developments and be prepared to report progress at the regularly scheduled meetings.
- Develop work products for approval by CURT membership. Remember, do not distribute any Position Paper, Executive Summary or White paper without the authorization of the Executive Committee.
- Recognize and promote accomplishments! Our industry is looking for our leadership. Industry trade press, including ENR, BNA and the various trade journals, are keenly interested in the work we do. In addition, CEOs and need to be aware of the outstanding contributions our committee members make to improve construction industry cost effectiveness.