Our January PROGRAM Features: Reb Haizlip with Haizlip Studio presenting the

The University of Memphis Landbridge at Southern Avenue

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csimemphis.org
CSIL
Founded in 1948, the Construction Specifications Institute is a not-for-profit technical organization dedicated to the advancement of construction technology through communication, research, education and service. CSI serves the interests of architects, engineers, specifiers, interior designers, contractors, product manufacturers and others in the construction industry.
www.csinet.org

CSI Membership
Architects, engineers, contractors, and manufacturers—14,000 members strong—are in touch with one another through their Construction Specifications Institute membership. CSI provides contacts in the construction industry as well as provides you up-to-date information to help you do your job efficiently and effectively. Yearly Institute membership fee is $250 plus $40 Memphis Chapter fee = $290; Institute membership fee for an Emerging Professional is $125 plus $40 Memphis Chapter fee = $165.00; and Institute membership fee for students is $30 plus $10 Memphis Chapter = $40.

Contact: Richard Hill richard.hill@basf.com 662-420-9563

Tabletop Displays at Monthly Meetings
At each monthly meeting, the Chapter encourages all members to provide a table display of their product and/or services for inspection and education of those attending the meeting. After the meal and prior to the program, the displayer will be given five minutes to address the group. The table display is also encouraged to be represented during the social hour and after the program for any questions by the attendees. The presentation fee for this time is $25.00.

Table Top Info. - Mike Zielinski mzielinski@lrk.com 901-652-5612

The Memphis PerSPECtive Information
The Memphis PerSPECtive is published ten times a year by the Memphis Chapter of the Construction Specifications Institute. Appearance of products or services, name or editorial copy does not constitute an endorsement by the Memphis Chapter of CSI nor any of its members.

Circulation of The Memphis PerSPECtive includes over 500 people consisting of members of the Memphis Chapter of CSI, members of the Memphis AIA Chapter, CSI Regional editors, the CSI Institute and other interested persons nationwide. To be included on future mailings, forward your name, mailing address, and e-mail address to the following address:
The Memphis PerSPECtive P.O. Box 172349 Memphis, TN 38187-2349

You may also access a complimentary copy of The Memphis PerSPECtive online at www.csimemphis.org.

SUBMITTING ARTICLES
Readers are encouraged to submit articles of interest within the construction industry for publishing. Articles on individual projects whether currently in design, under construction, or recently completed are encouraged.

Any printed articles, photos or program inserts should be forwarded to:
The Memphis Perspective Attn: Danny Clark danny62clark@gmail.com Or hansfaulhaber@hotmail.com

The Memphis PerSPECtive

MAGAZINE ADVERTISING
The advertising rates for 10 issues of The Memphis PerSPECtive in printed version and as published in the CSI Memphis Chapter website (www.csimemphis.org) are as follows:

<table>
<thead>
<tr>
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<th>5 Issues</th>
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Get your company’s name in front of a variety of industry professionals—check out our magazine’s circulation.

Advertising Info. Contact - Hans @ 901 326 9937

CSI Memphis January 2018 Issue 2
CSI Memphis Chapter Meetings

Board Meetings: 5:30pm - Monday preceding Chapter Meeting
Place: Allen + Hoshall Conference Room 1661 International Dr., Memphis, TN 38120

Chapter Meetings: 11:30 am -1:00pm  2nd Thursday of the month  
(except Dec., April, July)
Place: Holiday Inn University of Memphis Medallion Lounge 3700 Central Ave, Memphis, TN 38111
Cost: $20 for members and guests; $12.50 for students (sponsors may cover student costs)

CSI Memphis Chapter Calendar 2016-2017

Jan. 8, 2018 Board Meeting
See above for time and place

Jan. 11, 2018 Chapter Meeting
See above for time and place and below for our program

January 2018

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Our January 11th meeting will feature:
Reb Haizlip with Haizlip Studio

Reb will be Presenting:
The University of Memphis Landbridge at Southern Avenue Project

GO TO csimemphis.org
Everything you need to know about CSI Memphis and more.
I hope everyone enjoyed a very happy holiday season!! 2018 is definitely off to a cold start (with a low of 9 degrees today!).

Since we do not publish the PerSPECtive in December, I want to catch up on a couple of Chapter events. At our November Chapter meeting, we enjoyed an interesting and informative program on the Renovation of the Hotel Chisca presented by Krissy Buck Flickinger of LRK. This historic hotel, where Elvis Presley gave his first live radio interview, was rehabilitated as a Department of Interiors historic rehabilitation tax credit compliant mixed-use project. Though it had many challenges to overcome (cracks in the façade, rusted cornice structure, failing ballroom roof), the development team remained committed to restoration. The final design celebrates the history of the area, further emphasizing the tremendous value created by saving a Memphis landmark. (We were thrilled that Krissy was able to present this program before the birth of her son. Congratulations Krissy!!)

On December 7th, CSI Memphis Chapter gathered for our annual Christmas Social at Fleming’s Prime Steakhouse & Wine Bar. This was an elegant and festive holiday event! We enjoyed fun and fellowship, along with heavy appetizers, surprise truffle boxes and Christmas ornaments. A big thank you to Susan Evans for planning this splendid holiday party!

Our January Chapter meeting will take place on Thursday January 11th at the University of Memphis Holiday Inn. We are very excited to have Reb Haizlip with Haizlip Studio presenting a program on the University of Memphis Landbridge. Reb will review the project’s design in the context of urban and campus planning as well as the structural implications of this iconic design.

A new year means a new Build/It Products Display Show and CSI Memphis networking event! Stay tuned for more information about both of these Spring 2018 events. Stay warm and donate to Dempsie B. Morrison Scholarship Fund before January 31st!!

Julie Fleming
CSI Memphis Chapter President
CSI Memphis Notices

Emerging Professional or Architect to focus on specifications while supporting technical documents, quality control and construction administration

archimania is searching for either an emerging professional or architect to focus on specifications while supporting quality control, technical documents and construction administration. Competency in Revit is preferred but not required. If you thrive in a collaborative culture, have quality experience, are talented and passionate about architecture and how you fit into this world then we are interested in you. Please contact Barry Alan Yoakum, FAIA, at byoakum@archimania.com or Greg M. Price, AIA, LC at gprice@archimania.com to discuss you becoming an archimaniac.barry

CSI MEMPHIS MEMBERSHIP COMMITTEE

Architects, engineers, contractors, and manufacturers can be in touch with one another through their Construction Specifications Institute membership. CSI provides contacts in the construction industry as well as provides you current information to help you do your job efficiently and effectively. Annual Institute membership fee is $250 plus $40 Memphis Chapter fee = $290; Institute membership fee for an Emerging Professional is $125 plus $40 Memphis Chapter fee = $165.00; and Institute membership fee for students is $30 plus $10 Memphis Chapter = $40. The Memphis chapter serves 107 members, with Britton Herring and Marie Hayes joining CSI in August.

Contact: Richard Hill
richard.hill@basf.com
662-420-9563

INVITE A FRIEND OR COLLEAGUE
CSI Memphis Mission Statement

In order to enhance the process of creating and sustaining the built environment, Memphis Chapter CSI:

Provides opportunities for persons in the design and construction industry to receive cutting edge information regarding construction documents and practices;

Promotes members career advancement and enhancement of leadership and communication skills; and supports students aspiring to design and construction careers.

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2017-2018 CSI Memphis Officers and Board of Directors

**Officers:**
- President: Julie Fleming
- President Elect: Jeffrey Parnell
- Vice President: Richard Hill
- Secretary: Lisa Namie, Architect
- Treasurer: Gary White, Architect
- Past Pres: Hans Faulhaber, Architect
- UM Student Pres: Jason Ontiveros

**Board of Directors:**
- Pam Davidson: 2015-2018
- Wally Bostelmann: 2015-2018
- Tommy Smith, RA: 2016-2019
- Susan Evans: 2016-2019
- Mike Zielinski, CCCA : 2017-2020
- Michael Ragsdale: 2017-2020
# 2017-2018 Committee Chairs

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<td>John Bigham and Jim Neison</td>
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<td>Web Management</td>
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*If you are interested in volunteering for service on any of these committees or if you have any ideas you would like to discuss with committee chairs—do not hesitate to call!*
Submittals Part 2: Documentation

Introduction

Submittals are those items listed in the Contract Documents that are to be submitted by the contractor to the designer in order to confirm quality, fit and/or finish. Often submittals are referred to as “shop drawings” and can take a variety of forms and formats. Submittals are NOT Contract Documents and while they are important, they do not possess the ultimate importance of the Contract Documents in the construction process. That is not to diminish their importance in terms of providing clarity and planning the Work of the project.

Submittals have been traditionally required to coordinate various aspects of the work and to verify that there will be compliance with the Contract Documents. They are used to convey the contractor’s intent as related to their understanding of the Contract Documents. Submittals are preceded in the submittal process by the Submittal Schedule which outlines the calendar of events related to the submission of submittals required by the Contract Documents and the Products List which conveys the intended products the contractor intends to integrate into the Work. Failure to submit these documents by the contractor will result in an inability to schedule submittal reviews on the part of the designer and will add an unnecessary level of confusion to a project.

A submittal can be as simple as a manufacturer’s information sheet or as complex as complete set of documents detailing the (sub-)contractor’s intention related to a complete system such as structural steel shop drawings. Submittals can also take the form of a physical assembly of products. Often a “mock up” (a submittal that can be part of the construction or is a reasonable facsimile of the intended quality of work and/or intended materials) is required to convey the contractor’s intent for an assemblage of materials. This is essentially a “sample” of the construction to come and serves to establish the quality of the construction going forward.

Submittal Requirements and Documentation

The requirements for a given submittal are found in Part One of the particular specification section. Typically the specifier will list what components are required for submission and if necessary in what sequence they are to be submitted. For example: brick masonry might require manufacturer’s literature and brick samples to be approved prior to the creation of a mock up. Among the submittals that could be expected are:

- Manufacturer’s Product Data
- Shop Drawings that indicate dimensions, profiles, layout, details, intended construction methods and sequences
- Samples: physical samples of the specified products
- Design and Performance Data
- Product Certifications
- Installer Certifications
- Product Test Results
- Product Warranty
- Manufacturer’s Installation Instructions

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- Maintenance Data
- LEED Criteria
- LEED Reports
- Commissioning information
- Delegated Design Submissions

These items are a representative sample of what is typically required. Some variation should be expected with any submittal as related to this listing because not all of the items may be required with any given submittal.

The Submittal Process

The submittal process typically commences with the execution of the construction contract between the Owner and Contractor. The date the contract is signed triggers the time limit to submit the Products List and the Submittal Schedule, which is usually days and is commonly not more than two weeks. The Submittal Schedule submittal will establish the timeline that the contractor intends to follow related to the submittal submission as required by the Contract Documents. The Products List will reveal the products selected from the specifications to be integrated into the Work of the project.

At this point in the process the designer has the obligation to review the schedule and the opportunity to have it modified to increase the efficiency of the review process. For example the contractor may split submittals up into product data and samples. In general designers prefer the submission of ALL required submittals of a given section at one time. This way there is no need for the designer to return to that submittal subject again. Designers also prefer that associated components be submitted concurrently; an example of this is finish selections. If all of the finish selections are presented in one submittal they can be selected in a coordinated manner and returned as a group instead of individual components.

The submittal process is initiated by the contractor who will compile the submittals based on the Contract Document requirements. The participants in the process at this level also include the sub-contractor who bears the largest responsibility in compiling the submittals for the general contractor who will ultimately proffer the submission to the designer. The sub-contractor has presumably reviewed the Contract Document requirements for the work under his purview and is intimately familiar with what the submittal requirements are for the Work of his sub-contract. Consequently he will compile the entire submission and forward it on to the general contractor.

The general contractor has the responsibility and obligation to back check his sub-contractor's submittal in detail to ensure that the designer is not the first person to review the submittal package. The general contractor will signify his review by use of his review stamp indicating what the status of the review is, what the date of the review was and the initials of the reviewing party. Passing submittals through without thoroughly reviewing them is not a good practice because it will typically add time to the review process. Because submittals are time sensitive and allotted a specific amount of time contractually, failure to thoroughly review and dispose of submittals essentially violates the terms of the contract. Again, this is not a good practice and
The Memphis PerSPECTive

THE SUBMITTAL PROCESS  Continued

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should be avoided at all cost.

Designers have the same time requirements related to their review having the same time sensitive require-
ments. This time allotment is also typically listed in the contract. The times are usually 14 days for in house
review and 16+ days for outside consultant review. Failure to adhere to the submittal review timeframe can
and often does cause disruptions to the construction schedule if the item is on the project critical path or if
there is a long lead time associated with procuring the item.

When presented to the designer for review the submittal should be accompanied by a formal transmittal indi-
cating what is being presented for review, the date to establish when the review time commences and signifi-
cation of who is presenting the submittal. All submittals should flow through the general contractor to the
designer and then from the designer back to the general contractor. Once received the submittal should be
logged into the designer’s log, reviewed and then logged out back to the contractor. The contractor (and the
sub-contractor) should likewise keep a log of submittal activities too in order to track the time and advise any
party when their review time is getting close to or has already expired.

After the submitted item has been reviewed and there are no comments requiring subsequent action by any
party the submitted item is then deemed acceptable for integration into the work. At that time there is no fur-
ther action required by any reviewing party. The goal of submittals is to convey the contractor’s intent relat-
ed to the materials to be integrated into the work by the contractor. The goal is also to establish the level of
material quality to be expected. The more thorough the preparation of the submittal and the more attention
the person who prepares the submittal pays to the contract documents, the more likely it is that there will be
no comments made that will cause a resubmission of the item. A single submission is the goal because that
will take the least amount of time and cost all parties the least amount of money to process. After all, isn’t
the bottom line what we are striving to maximize?

Hans Dietrich Faulhaber, Architect, CSI, CDT ©2015
The University of Tennessee

Read the
Construction Specifier Magazine
On Line at csinet.org
Or get your copy by
joining CSI

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Wayward Websites

By Sheldon Wolfe, FCSI

There's often a lag between the time something new comes along and the time it is fully incorporated into our lives or work. When websites first came online, in the mid-'90s, they had obvious potential but companies weren't sure what to do with them. As I recall, many of them focused on the history of the company, stocks and market activity, and various other things useless to most visitors. The content was what the company owner thought was interesting; it was not what the prospective customers needed.

At the time, there wasn't much in the way of instruction for web designers and there were few rules about how to make a website work or what it should be. An architecture firm in my area had a beautiful website, graced by one the firm's most impressive projects. The problem was, it took forever to load. I analyzed the code and the files, and discovered they were using a huge image file. They apparently didn't know that there usually is no discernible difference between an image file of a few kilobytes and the same image in a two megabyte file.

Eventually, website designers grew familiar with HTML and the way web pages should be formatted, companies learned what users wanted, and users learned how to search websites to find what they wanted. Even though most websites weren't perfect and many had serious problems, websites became much better and continued to evolve.

And then, along came mobile devices. At first there were few problems, but in typical fashion, the more people used their smartphones, the more they expected from them, and the more they became like miniature computers, able to do most of what their larger cousins were able to do. Unfortunately, their size - the very thing that made them so useful and contributed to their rapid growth - limited the amount of information they displayed. Monitors had been growing in size for many years, and software was written to take advantage of the available space. Despite the obvious limitations of a small screen, users demanded that websites be fully functional on a smart phone, and website designers did what they could to make everything available to this new market.

All that makes sense, but instead of making everything work, computer and software designers merely moved the problem from one machine to another. The first image in this article is a screen capture from my iPhone. It's close to actual size, so you can imagine that it isn't easy to work with. The picture can be resized, though, making it easy to access the various options. The same image on my desk monitor fills the screen from top to bottom. All of the twenty-one links to other information are large enough to read, and all are visible at the same time.

I've been using multiple monitors for a few years, and I've found that I have not yet reached the point where I have enough of them. I used two (the notebook monitor plus one external monitor) for a few years, and acquired a third this summer. It's so much easier to work when several documents or programs can be displayed at once, rather than having to continually pull one on top of the others!

The result of these changing technologies is that I finally have about as much monitor area as I want, but because of the drive toward miniaturization, that space is poorly used by today's software. Here's a picture of my monitors:

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Both are 24-inch monitors, with a viewing area 20-1/2 inches wide by 16 inches tall. That's 164 square inches, or 1.14 square feet per monitor. Total: 2.28 square feet. My iPhone has a screen that is 2-1/2 inches wide by 4 inches tall, total area 10 square inches, or 0.07 square feet.

Now look at the websites on my monitors. Notice the inefficient use of more than two square feet to show two nearly full-screen images and a handful of words. That may work on my iPhone, assuming I wanted to try to use it to read large quantities of information, but it makes no sense on a standard monitor.

You might be inclined to dismiss this problem, knowing that it’s easy to scroll down or choose a menu option. That would be fine, but the same format typically is used throughout the website. So, instead of being able to read a reasonable amount of text on that big monitor, the user is forced to scroll through huge graphics and choose options presented in oversized icons. Here are two more examples that show how something designed for a tiny screen makes no sense on a monitor.

I can easily display two Word files on a single screen with a font size even I can read without my glasses, a total of about 1,000 words. With websites like those illustrated here, I might see only as much as 100 words plus a few icons on the entire screen!
Other irritating features of many sites are the pop-up and drop-down screens that often conceal much of the information that was present. Some of these suddenly appear or disappear as the cursor is moved, while others hang on until the cursor is moved to another place.

The crazy thing is that many of these probably are award-winning websites. They can be beautiful, and the bells and whistles can be interesting, but instead of helping the user, they present more obstacles to finding useful information. In a way, they’re like magazine architecture. Lots of wow factor, with function as an afterthought.

There are ways that websites can detect what device you’re using and modify the website content to fit. In fact, the Clarus and Deko websites use this technology. If you visit those sites, you’ll see that the arrangement and size of the things you see will change as you shrink or expand the browser window. Unfortunately, the font size appears to be fixed, and while some images will change size, there seems to be a lower limit, and the sizes of many icons are fixed. So, despite the flexibility, the information density is high only on mobile devices, and what is seen on a large monitor is mostly empty space.

For an interesting discussion of current website layout, see [http://blog.teamtreehouse.com/which-page-layout](http://blog.teamtreehouse.com/which-page-layout).

What has your experience been? Do you find yourself doing a lot more scrolling and searching now? How often do you look for product information with a smartphone instead of a computer? Do you write or read specifications on a smartphone?

© 2017, Sheldon Wolfe, RA, FCSI, CCS, CCCA, CSC

EFFECTIVE COMMUNICATIONS

Scholarship Fund

00 01 01 PROJECT TITLE PAGE
Dempsie B. Morrison Scholarship Fund
2018 - 2019 Campaign | July 10, 2017 - January 31, 2018

01 30 00 ADMINISTRATIVE REQUIREMENTS

Please fill out the following form or donate online at http://www.csimemphis.org/

Levels of Participation (please select one):

____ $500*+ Diamond
____ $400* Platinum
____ $200* Gold
____ $100* Silver
____ $Other Friend

*As a token of appreciation, all Silver level donors prior to August 10th will be entered to win (2) tickets to each of the following 2017 University of Memphis football games: vs Louisiana-Monroe, UCLA, and Southern Illinois. Silver level donors prior to October 12th will be entered to win (2) tickets to the second half of the season: vs Navy, Tulane, SMU, and East Carolina! Special thanks to Michael Cardone.

Contact Information

Honor and Memorial

Name: Is your contribution an Honor or Memorial?:
Address: In Honor/ Memory of:
Email: Please send acknowledgement to:

Please make your tax deductible donation check payable to:
Dempsie B. Morrison Scholarship Fund, Inc.

And mail form and check to:
Farrell-Calhoun Paint
Attn.: Julie Fleming
221 E. Carolina Ave.
Memphis, TN 38126
Scholarship Fund

Dempsie B. Morrison Scholarship Fund
2018 - 2019 Campaign | July 10, 2017 - January 31, 2018

SUMMARY OF WORK

Dempsie B. Morrison, Jr., FCSI was a practicing architect, specifier, and teacher deeply involved in the CSI Memphis and National chapters. The CSI Memphis Chapter continues to honor his memory by awarding the Morrison Scholarship to University of Memphis Architecture students that show exemplary performance in academics as well as involvement within the CSI Student Affiliate.

Awarded each year since 1979, the Dempsie B. Morrison, Jr. Scholarship is funded in partnership with the University of Memphis. Contributions collected by the CSI Memphis chapter are matched in order for two students to receive full tuition for the academic year.

Congratulations to the 2017-2018 Scholarship recipients:

JULES BYERS
4th year undergraduate student

NESTOR LOBOS
2nd year graduate student

With your support, CSI Memphis will award two scholarships in May of 2018 to students that will continue to honor the spirit of Dempsie B. Morrison, Jr. in the future.

SPECIAL PROCEDURES

Please join us in celebrating the legacy of Dempsie B. Morrison by donating to the Scholarship Fund. Thank you for your continued support; your generosity is greatly appreciated by CSI Memphis and all past, current, and future Scholarship recipients.
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