

SECTION BY-LAWS
THE AMERICAN SOCIETY of MECHANICAL ENGINEERS INTERNATIONAL
CHICAGO SECTION

Each Section shall adopt its own By-Laws, for the conduct of its own affairs, provided such are in harmony with the constitution and By-Laws The provisions of the Constitution and By Laws and Society Policies established by the Board of Governors of the Society shall govern the procedure of all units of the Society but no action or obligation of such units shall be considered an action or obligation of the Society as a whole.

ARTICLE I Name

Section 1. The name of this organization shall be the Chicago Section of The American Society of Mechanical Engineers International, hereinafter "ASME" or "The Society."

ARTICLE II Purpose

Section 1. The purpose of the organization is to promote the exchange of information among engineers and others, foster engineering education, promote lifelong learning, and provide networking opportunities for engineers and other professionals.

ARTICLE III Membership

Section 1. All members of The Society, without regard to the grade of society membership, who have indicated a "for mail" address in or near Chicago, within the boundaries established by the Society as specified in ASME publication "Regional Supplement to AC-10" shall be considered members of the Chicago Section.

Section 2. Student member matriculating in this area shall be a member of the Section without vote.

Section 3. The qualifications of voters at elections shall be the same as are prescribed by the Constitution of the Society.

ARTICLE IV Management

Section 1. The officers of the Section shall be Chair, Vice-Chair, a Secretary, and a Treasurer.

Section 2. The management of the Section shall be vested in an Executive Committee, made up of the Officers of the section, plus Subsection Chairpersons and the most recent available past Chairperson. The Executive Committee shall be elected to serve for two years beginning July 1st of the election year. All members of the Executive Committee are eligible to vote on section business. The Executive Committee is constituted for the purpose of providing direction and setting policy for the organization, subject to the approval of the Operating Board.

Section 3. To be eligible to work on committees or hold office in the Chicago Section a person must be a member of the Chicago Section.

Section 4. The Executive Committee shall appoint all standing committee's Chairpersons, and all committee members shall be members of ASME.

Section 5. The Executive Committee is empowered to appoint, for special purposes, temporary subcommittees upon which non-members of the Society may serve.

Article V Officers

Officers of the section shall be:

Section 1. A Chairperson of the Section, who shall also be Chairperson of the Executive Committee, shall serve for a period of two (2) years and until a successor is elected and has assumed office. No nominee shall be considered for the Chair of the section until the candidate has served as a member of the Executive committee for at least one year. In the event of the inability to serve as Chairperson, the Vice-Chairperson shall be named Chairperson by the Executive Committee at their next regular meeting to serve the remainder of the term.

The Chairperson shall be responsible to the Executive Committee for all the activities of the Section, their integration with the Society, and shall preside at all business meetings of the Section, and all meetings of the Executive Committee. The Chairperson shall be an ex-officio member of all committees, excepting the nominating committee. The Chairperson shall appoint such standing committees as are regularly authorized by the By-Laws and other committees that may be necessary in the judgement of the Executive Committee or Chairperson to assist the officers in the performance of their duties and to carry out the requirements of the By-Laws. The Chairperson shall appoint, subject to the approval of the Executive Committee, delegates to National and Regional Society meetings or committees and to other groups.

Section 2. A Vice-Chairperson who shall serve for a period of two years and until a successor is elected and has assumed office. In the event of a vacancy in the office of Vice-Chairperson, either through inability to serve or succession to the Chair, a successor shall be elected by the Executive Committee at their next regular meeting to serve the remainder of the term.

The Vice-Chairperson shall be responsible to the Executive Committee through the Chairperson.

Section 3. A Secretary shall serve for a period of two years until a successor is elected and has assumed office. In the event of a vacancy in the office of Secretary, a successor shall be elected by the Executive Committee at their next regular meeting to serve the remainder of the term.

The Secretary shall be responsible for maintaining the records of the section, writing and submitting meeting(s) records other than financial, and shall act as parliamentarian at all meetings of the Section.

Section 4. A Treasurer shall serve for a period of two years until a successor is elected and has assumed office. In the event of a vacancy in the office of Treasurer, a successor shall be elected by the Executive Committee at their next regular meeting to serve the remainder of the term.

The Treasurer shall be responsible for handling the funds of the Section, maintaining financial records and submitting financial reports to the Society as required. The receipt and disbursement of funds shall be subject to the approval of the Chairperson of the Section and of the Executive Committee.

Section 5. New officers shall be elected by letter ballot each election year, and shall assume office on the first day of the following July, in accordance with the uniform practice of all the sections.

Article VI Operations

Section 1. An Operating Board shall be composed of the members of the Executive Committee, Subsection Officers, and the Chairpersons of the various standing committees.

Section 2. The Operating Board of the Chicago Section shall approve the business, technical and social activities of the Section.

Section 3. A quorum for the transaction of business shall be at least 7 members of the Operating Board, of which a majority shall not be members of the Executive Committee.

Section 4. Passage of policy decisions requires not less than a 2/3 majority of Operating Board members present. All other decisions require a simple majority of Operating Board members present.

ARTICLE VII Nominations

Section 1. Not later than 15 September preceding each election year the Operating Board shall appoint a nominating committee of 3 to 5 members, to serve for the ensuing election.

Section 2. The Nominating Committee so appointed shall identify qualified candidates and prepare the letter ballot for the election of officers. It shall announce its selections to the Operating Board at the Operating Board meeting prior to the date of printing the letter ballot.

Section 3. Additional nominations may be made by petition, signed by not less than 15 voting section members. The names of such nominees shall be added to the letter ballot as a special list, provided they are received by the Operating Board meeting prior to the printing of the ballots.

Section 4. The letter ballot thus prepared shall be sent only to the voting membership of the Section not later than 15 January of the election year. Ballots must be received not more than 45 days after the date of sending.

Section 5. Ballots are to be delivered by the Secretary to the Chairperson of the Nominating Committee. The tally is to be completed within 30 days of the close of the election. The results shall be announced at the next section meeting and published in the next newsletter.

ARTICLE VIII Miscellaneous

Section 1. Proposals for amendments to these By-Laws shall be submitted by letter to the Executive Committee by any member of the Section. If approved by the Executive Committee, a proposed amendment shall be submitted to the membership of the Section for consideration. Executive Committee approval is not required if a proposal for an amendment is signed by 4% or 75, whichever is less, of the voting members of the Section. Voting shall be by letter ballot, subject to the same rules as officer elections, except that they shall be tallied by the secretary. To be valid vote, there must be a return of not less than 75 ballots, or 4% of the membership, whichever is less. Proposed amendment(s) approved by 2/3 or more of the votes cast shall become part of these By-Laws. Approved amendments shall be adopted and take effect 60 days after close of the balloting.