



Professional Interest Councils IV Bylaws

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Article I

NAME AND PURPOSE

Section 1.

The name of this Council of the American Society for Engineering Education (ASEE) shall be the Council for General Issues in Engineering Education.

Section 2.

The primary objectives of the Council shall be:

- a. To provide a formal organizational structure to promote, encourage, and facilitate ASEE activities pertaining to engineering education with emphasis on teaching and learning and related research, diversity, libraries, graduate studies, and technology.
- b. To provide a forum for the discussion of problems and exchange of information pertaining to these topics.
- c. To provide programs at meetings.
- d. To establish and maintain liaison with other organizations concerned with these topics.

Article II

MEMBERSHIP

Section 1.

The Council shall consist of the members of the following Divisions:

- Computers in Education (CoED)
- Educational Research and Methods (ERM)
- Engineering Libraries (ELD)
- International Division (Int.D)
- Engineering Ethics
- Entrepreneurship & Engineering Innovation
- Experimentation and Laboratory Oriented Studies (DELOS)
- Graduate Studies
- K-12 & Precollege Engineering
- Women in Engineering (WIED)
- Minorities in Engineering (MIND)
- New Engineering Educators (NEE)
- Student Division

Section 2.

The Board of Directors of ASEE, by majority vote, may change the Divisions and Constituent Committees comprising the Council in any manner. The Council Board, by majority vote, may recommend changes to the ASEE Board of Directors, except that a two-thirds majority vote of the Council Board is required to recommend disestablishment of any existing Division or Constituent Committee.

Article III OFFICERS AND DUTIES

Section 1.

The Council shall have the following officers whose terms of office shall be as indicated:

- a. Chair/Secretary: 3 years
- b. Past Chair: 3 years

Section 2.

A. Chair/Secretary

The Chair/Secretary shall have the administrative responsibility for the council and shall be responsible for all meetings. S/he shall serve as Chair of the Council Board and shall serve as a member of the Board of Directors of ASEE. S/he shall, with the advice of the Council Board, appoint such committees as are necessary for the adequate administration and operation of the Council. The Chair of the Council shall serve as an ex-officio member of all committees.

S/he shall supply to the officers of the Council up-to-date copies of these bylaws with all amendments, within sixty (60) days following the annual business meeting of the Council, provided that changes were made.

The Chair/Secretary shall provide an annual report of council activities to the ASEE Board of Directors.

B. Past Chair

Upon completion of his/her term of office as PIC IV Chair, the outgoing PIC IV Chair shall become the Past Chair. The Past Chair will serve in roles designated by the ASEE President or the PIC IV Chair, including, but not limited to, the Council's representative to the Nominating Committee of ASEE.

Article IV ELECTIONS AND SUCCESSION OF OFFICERS

Section 1.

- a. The Chair/Secretary of the Council is a National office and will be elected by procedures established by the Board of Directors and Membership of ASEE.
- b. Assumption of office by the Chair/Secretary shall be concurrent with that of officers of ASEE.

- c. In the event that the Chair is unable to complete his/her term of office, succession will be as established by the Constitution and Bylaws of ASEE.

Article V COUNCIL BOARD

Section 1. Duties

- a. The Council shall have a Council Board whose duty shall be to promote and coordinate the activities of the Divisions and Constituent Committees.
- b. The Council Board shall serve as a channel of communication for its members and shall make recommendations on matters of concern to the Board of Directors of ASEE.
- c. The Chair shall schedule and arrange for Council Board meetings. It shall administer such other activities as may be desirable for the objectives of the Council.

Section 2. Members

The Council Board shall be the Council officers, the Chairs of the standing committees, and one representative from each Division and Constituent Committee as listed in Article II, Section 1 of these bylaws. The Division or Constituent Committee representative shall normally be the Chair or the Chair-Elect of each Division or Constituent Committee.

Section 3. Proxies

If a representative of a Division or Constituent Committee listed in Article II, Section 1 is unable to serve on the Council Board or attend a Council Board Meeting, the appropriate Division or Constituent Committee shall designate a replacement from among the Officers of the Division or Constituent Committee.

Article VI COMMITTEES

Section 1.

The Chair of the Council, with advice of the Council Board, shall appoint ad hoc committees as are necessary and shall designate their chairs. Members of committees may be appointed from current or past members of the Council Board.

Article VII MEETINGS

Section 1.

The Council Board shall hold its annual business meeting at the time and place of the Annual Conference of ASEE. The time and place of the annual business meeting shall be announced to the members of the Council Board not less than thirty (30) days before the date of the meeting.

Section 2.

A semi-annual meeting may be held at a place and on a date to be selected at the annual business meeting of the Council Board.

Section 3.

Business of the Council Board may also be conducted by U.S. mail, fax, or email.

Article VIII Parliamentary Authority

Section 1.

The rules contained in Robert's Rules of Order (latest edition) shall govern this Council in all cases to which they are applicable, and in which they are consistent with the Constitution and Bylaws of ASEE or the Bylaws of the Council; in other cases, the Constitution and Bylaws of ASEE shall govern.

Article IX Amendments to Bylaws

Section 1.

These Bylaws, except for Article VIII, may be amended by a two-thirds vote of the members of the Council Board attending and voting at any business meeting at a meeting of the Board.

Section 2.

These Bylaws, except for Article VIII, may be amended by a two-thirds vote of the members of the Council Board attending and voting at any business meeting at a meeting of the Board.

Section 3.

These Bylaws, except for Article VIII, may be amended by a two-thirds vote of the members of the Council Board attending and voting at any business meeting at a meeting of the Board.

Revised: June 22, 2003