SOCIETY POLICY

FORMATION AND REVIEW OF TECHNICAL DIVISIONS AND SUBDIVISIONS

I.   PREFACE

A.   Article C5.1.1 of the Constitution states "The Society membership may be divided into smaller units for administration and technical activities."

B.   By-Law B5.6.1.1 states in part "The Knowledge and Communities Sector, under the direction of the Board of Governors, is responsible for activities of the Society relating to engineering communities and technical knowledge."

C.   By-Law B5.6.2.2 states in part "The Board on Technical Communities shall guide the technically oriented activities of the Knowledge and Communities Sector."

II.   PURPOSE

To provide for the formation and review of technical divisions and subdivisions.

III. PROCEDURE

A.   Procedure for Establishing a Technical Subdivision

1.   When at least 100 members of the Society interested in a particular technical area favor the formation of a new technical subdivision, and at least 20 of these indicate their intention to make this venture their principal Society activity during the formative stages, they may draw up a petition for the establishment of a technical subdivision. The petition will outline the rationale, scope, projected programs, and plans for achieving technical division status.

2.   The petition shall be sent to the Board on Technical Communities of the Knowledge and Community Sector, which will consider within a reasonable period of time the merits of the petition and the effects on existing technical divisions and subdivisions of the Society. Subsequently, the Board will recommend a technical group to which the new technical subdivision should be assigned.

3.   If the initial petition is not endorsed by the Board on Technical Communities, the Board will state its reasons in a report to both the petitioners and the Knowledge and Community Board.

4. Upon endorsement by the Board on Technical Communities, the petition with Board recommendations will be presented to the Knowledge and Community Board for action.

5. If the Knowledge and Community Board disapproves of the proposal, another petition may be submitted to the Board on Technical Communities after a period of six months.

6. After approval of the petition by the Knowledge and Community Board, the Vice President for Technical Communities shall appoint a temporary chair of the new technical subdivision. The temporary chair will select the technical subdivision executive committee officers, and present these nominations to the technical group operating board for appointment in accordance with the by-laws of the designated technical group.

7. By February of each year, the technical subdivision will send the nomination of the incoming member to its executive committee to the operating board for action on the appointment.

8. The functions and responsibilities of the technical subdivision will be the same as those of a technical division.

9. Within three years after its approval by the Knowledge and Community Board, the new technical subdivision's "primary interest" membership must reach 150 to maintain technical subdivision status.

B. Procedure for Establishing a Technical Division

1. A technical subdivision must meet the requirements for becoming a technical division within six years, or it will be discontinued. To become a technical division, it must have grown to a minimum of 300 "primary interest" members, and have developed a functional technical division structure.

2. A technical subdivision may request advancement to technical division level at any time once the requirements for technical division status have been reached (see B1 above.)

C. Maintaining Technical Division Status

1. A successful technical division maintains a progressive, long-range program and has a record of successfully reaching its goals. A successful technical division maintains a viable technical program (publications, conferences, or other technical activities of merit), participates in at least one technical event per year, and has a positive member growth rate. Generally, a technical division will have approximately 300 or more "primary interest" members, with a much larger "secondary interest" membership, and at least 30 members actively participating within the executive, technical, and general committees.

2.   If a technical division fails to maintain a viable technical program, it will be put under review by the technical group operating board for a period of two years. Areas to be analyzed for a technical division under review will be: the use of its custodial and entrepreneurial funds; a review of the technology and other information presented through its technical programs; a comparison to external organizations, if any, with similar objectives, and the technical group peer review. If the technical division does not satisfy the operating board review at the end of the review period, the operating board will recommend reorganization or a restructuring of the technical division to the Knowledge and Community Technical Communities.

D.   Oversight

The technical group operating board shall review the operations, level of activity, and success of technical programs for each technical division within that technical group at intervals of not more than five years. In the case of new technical subdivisions, a review will occur three years after their initial approval and at the time of petition for elevation to technical division status.

Responsibility: Knowledge and Community Board
Reassigned from Council on Engineering 6/1/05

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