

1 **BYLAWS OF REGION *i* – Square Root of -1**
2 **OF**
3
4 **THE SOCIETY OF WOMEN ENGINEERS**

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7 **ARTICLE I – NAME AND OBJECTIVES**

8 Section 1. Name

9 The name of this organization shall be Region I (hereinafter called “the region”) of the
10 Society of Women Engineers (hereinafter called “the Society”).

11

12 Section 2. Objectives

13 The region is an organizational unit whose purpose is to further the objectives of the
14 Society. The region shall:

15 A. Promote communication within the Society.

16 B. Provide a forum for discussion of national, regional and local Society concerns.

17 C. Promote and support the objectives of the Society.

18 D. Provide a forum for interaction between professional sections and student sections.

19

20 Section 3. Powers

21 The region is empowered by the Society to pursue the objectives of the Society under
22 these bylaws and in consonance with the bylaws of the Society.

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25 **ARTICLE II – MEMBERSHIP**

26 Section 1. Members

27 Members of the region are those members of the Society assigned to the region. In
28 accordance with the Society’s policies and purposes, the region shall not discriminate in
29 connection with its membership and its services to the public at large. All members of
30 the region shall have the right to attend all in-person region council meetings.

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32 Section 2. Grades of Membership

33 Members shall have the same membership grade and corresponding membership
34 rights in the region as they have in the Society.

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37 **ARTICLE III – OFFICERS**

38 Section 1. Officers

39 The officers of the region are the governor, lieutenant governor, secretary and treasurer.

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41 Section 2. Eligibility and Term of Office

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2 *Region bylaws template version 04-27-05*

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Page 1 of 7

42A. The governor must meet the eligibility requirements as found in the Society bylaws.
43 The lieutenant governor must meet the same eligibility requirements as the
44 governor. The secretary and treasurer must be voting members of the region.
45

46B. The governor shall serve for a term of two fiscal years. Governors may not serve
47 concurrently as a member of the SWE board of directors. The lieutenant governor,
48 secretary, and treasurer shall serve for one fiscal year.
49

50 Section 3. Duties

51A. Governor

52 In addition to the duties specified in the Society bylaws, the governor shall:

- 53 1. Execute the business and policies of the region;
- 54 2. Serve as the nonvoting chair of the region council;
- 55 3. Authorize the disbursement of region funds within the budget approved by the
56 region council;
- 57 4. Represent the region before the public;
- 58 5. Be an authorized signatory on all region accounts; and
- 59 6. Perform any other duties as assigned by the director of regions or the region
60 council.

61

62B. Lieutenant Governor

63 The lieutenant governor shall assume the duties of the governor if the governor is
64 temporarily unable to serve, and shall perform such other duties as may be assigned
65 by the governor or the region council.
66

67C. Secretary

68 The secretary shall:

- 69 1. Maintain the records of the region; and
- 70 2. Perform other duties incident to the office of secretary, or as may be assigned by
71 the governor or the region council.

72

73D. Treasurer

74 The treasurer shall:

- 75 1. Be responsible for the collection, distribution, and safekeeping of region funds;
- 76 2. Prepare, maintain, and report as directed on the financial position of the region in
77 relation to the approved budget;
- 78 3. Submit a financial report to the Society in accordance with established
79 procedures; and
- 80 4. Perform other duties incident to the office of treasurer or as may be assigned by
81 the governor or the region council.

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83 Section 4. Nomination and Election

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84A. The nominating committee shall be composed of at least three voting members with
85 no more than one member from each section or from the members at large and shall
86 be chosen in accordance with policies adopted by the region council. The chair of
87 the nominating committee shall be a nonvoting member of the committee elected by
88 the members of the region council.

89

90B. Members of the nominating committee may not become candidates during their
91 tenure of service on the nominating committee.

92

93C. The nominating committee shall propose at least one qualified candidate for each of
94 the available positions, including the regional member of the Society's nominating
95 committee.

96

97D. The proposed slate for governor shall be presented to the members of the region
98 council by February 1. Additional candidates may be nominated by petition,
99 provided that:

- 100 1. The member is eligible for the position;
- 101 2. The member has given written consent to being placed on the ballot;
- 102 3. A minimum of two percent of the voting members of the region have signed a
103 petition or endorsed an email to place the candidate's name on the ballot, with no
104 more than half of the signatures or endorsements having been made from any
105 one professional section or the members at large; and
- 106 4. The petition, together with the written consent, is submitted to the nominating
107 committee prior to February 20.

108

109E. The nominating committee shall submit the names of candidates for governor to the
110 Society headquarters by March 1, with a copy of such report to the current governor.

111

112F. The nominating committee shall submit the names of candidates for all positions
113 other than governor to the region council in accordance with region policy.

114

115G. The voting members of the Society in the region shall elect the governor. The region
116 council shall elect the other officers and the regional member of the Society
117 nominating committee.

118

119H. A plurality shall elect for each office. Write-in votes for eligible candidates shall be
120 allowed.

121

122 Section 5. Vacancies

123A. The lieutenant governor shall assume the office of governor in the event of a
124 vacancy in that office until the close of that fiscal year. If a subsequent fiscal year

125 remains in that term, the voting members in the region shall elect someone to fill the
126 vacancy for the second half of the term.

127B. A vacancy in the position of lieutenant governor, secretary, treasurer, or regional
128 member of the Society nominating committee shall be filled by election by the region
129 council.

130

131 Section 6. Removal

132 The lieutenant governor, secretary, or treasurer may be removed by a two-thirds vote of
133 the region council. Such removal shall be effective immediately.

134

135 **ARTICLE IV – REGION COUNCIL**

136 **Section 1. Composition**

137 The voting members of the region council shall consist of the members of the SWE
138 council of representatives who represent members of the region. Alternate
139 representatives may be selected in accordance with the policies of the council of
140 representatives. The officers of the region shall be nonvoting members of the region
141 council with the right to participate in the discussions of the council but shall retain their
142 voting status if they are also section or MAL representatives.

143

144 **Section 2. Duties**

145 In addition to the duties outlined elsewhere in these bylaws, the region council shall:

- 146 1. Ensure the objectives and purposes of the region are pursued;
- 147 2. Formulate region policy;
- 148 3. Support the initiation and development of sections within the region
- 149 4. Approve the region budget by a majority of the region council members.

150

151 **Section 3. Meetings**

152 A. The region council shall meet annually at the national conference to conduct the
153 business of the region. The region council may also meet upon the call of the
154 governor or by written petition of at least one-third of the voting members of the
155 region council.

156

157 B. Unless otherwise restricted by law or these bylaws, the region council may also
158 conduct business by telephone or other electronic devices, provided that all
159 members can communicate with one another at the same time.

160

161 C. The region council may also conduct business by mail, electronic mail, or fax,
162 provided that:

- 163 1. Complete and identical information is distributed to all members of the region
164 council at the same time;
- 165 2. Instructions for reply, together with a return date no less than fourteen days from
166 the date of distribution, are included;
- 167 3. The integrity of each ballot can be verified as to the eligibility of the member
168 casting the vote and that only one ballot is cast by any member;
- 169 4. The number of ballots returned meets the quorum requirements for an in-person
170 meeting;
- 171 5. The vote required shall be the same as the vote for an in-person meeting;
- 172 6. The balloting is in accordance with any additional policies adopted by the region
173 council to ensure that:
 - 174 a. Alternate methods of voting are provided for any region council member who
175 is unable to use the primary method; and

176 b. The decision to take such a ballot is made by those properly authorized by
177 the region council to make such decision.

178 7. The results of such ballot shall be reported to the region council within fifteen
179 days after the close of the ballot process.

180

181D. A majority of the number of the voting representatives of the region council then in
182 office shall constitute a quorum for the conduct of the business of the council.

183

184E. At least thirty days notice shall be given to all members of the region council prior to
185 an in-person meeting, and at least ten days notice shall be given to all members of
186 the region council prior to a telephone conference call meeting.

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188F. No member of the region council may vote by proxy.

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191 **ARTICLE V – COMMITTEES**

192A. The region standing committee is the audit committee.

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194B. The region council may establish other committees as the need arises.

195

196C. Committee chairs shall be appointed by the governor. The members of the
197 committees shall be appointed by the chair of the region committee with the
198 approval of the governor.

199

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201 **ARTICLE VI – DISSOLUTION**

202 In the event of dissolution, the assets of the region shall be first used to pay any region
203 debts, after which any remaining funds shall be disbursed to other SWE regions, SWE
204 sections, the Society, or SWE endowment funds as recommended by the region
205 council and approved by the SWE board of directors.

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208 **ARTICLE VII – PARLIAMENTARY AUTHORITY**

209 The rules contained in the tenth edition of *Robert's Rules of Order Newly Revised* shall
210 govern this region in all cases to which they are applicable and in which they are not
211 inconsistent with these bylaws and any special rules of order the region may adopt.

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214 **ARTICLE VIII – AMENDMENT**

215A. These bylaws may be amended by a two-thirds vote at any in-person meeting of the
216 region council.

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Page 6 of 7

217B. Amendments may only be proposed by (1) a professional section or (2) five voting
218 members of the region. All proposed amendments must be submitted to the
219 governor.

220C. Written notice delivered either by first class mail or electronically, must be given to
221 all members of the region council at least thirty days prior to the vote.

222D. Amendments adopted by the region council shall be sent to the Society secretary or
223 designee for review, and shall only become effective after approved by the Society
224 secretary.

225E. Changes to required sections of the region bylaws template shall become part of
226 these bylaws upon approval by the Society. The region secretary shall incorporate
227 such changes into the region bylaws and forward the updated bylaws to the Society
228 secretary within six months of notification of the change to the region bylaws
229 template.

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