

SOCIETY POLICY

FORMATION OF SECTIONS, SUBSECTIONS AND GROUPS

I. PREFACE

- A. Article C5.1.1 of the Constitution states, "The Society membership may be divided into smaller units for administrative and technical activities."
- B. Article C5.1.2 of the Constitution states, "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."
- C. By-Law B5.1.1 states, "Subject to the approval of the Board of Governors, each Sector shall have the power to establish its boards and committees."
- D. By-Law B5.6.1.1 states in part, "The Member Development and Engagement Sector, under the direction of the Board of Governors, is responsible for providing governance for professional sections, student sections, membership development, and the Old Guard Committee."

II. PURPOSE

- A. To provide for the formation of sections, subsections, and groups.

III. POLICY

- A. Sections, Subsections, and Groups
 - 1. Formation of Sections, Subsections, and Groups
 - a. Sections
 - 1) A section is normally formed as a result of a dedicated group of members, in a specific geographic area, coming together to advance the mission and vision of ASME.

The section is formed by the body of members successfully completing the petition process.
 - b. Subsections

- 1) A subsection is normally formed as a result of the growth in the number of members and/or activities of a local section that are focused on a specific key area of interest coming together to advance the mission and vision of ASME.

A subsection may also be formed by a body of members successfully completing a petition process.

c. Groups

- 1) A group may be designated by a Section for a small group of members to dedicate their time to a specific activity supported by the Section, coming together to advance the mission and vision of ASME.

IV. PROCEDURE: FORMATION OF SECTIONS, SUBSECTIONS, AND GROUPS

A. Sections

1. Formation of a Section

- a. A section may be established when approved by the Member Development and Engagement (MDE) Sector leadership team based upon the recommendation that there is sufficient leadership and interest to sustain a healthy section, to include regularly scheduled meetings and activities that promote the vision and mission of ASME.
- b. A formal request must be submitted showing local jurisdictions to be included, the headquarters city and the key volunteer leaders to serve as officers upon approval.
- c. The written request shall be accompanied by a petition to the MDE of members in good standing within the defined area with a minimum number of 50 signers and at least 20 of these indicating their intention to make this their principal Society activity during the formative stages. The petition will outline the rationale, projected programs and plans for achieving sustainability. If the petition has less than 50, the request may be considered and approved with special dispensation of the MDE leadership.

B. Subsection

1. Formation of a Subsection

- a. A subsection may be established when approved by the Member Development and Engagement leadership team.
- b. A formal request must be submitted showing local jurisdictions to be included, the headquarters city and the approval of the leaders of the proposed subsection and the Officers of the parent section.
- c. The formal request shall include a presentation of a petition to the section by paid-up members within the defined area. The minimum number of petition signers shall be 20 for a subsection and at least 10 of these indicating their intention to make this their principal Society activity during the formative stages. The petition will outline the rationale, projected programs and plans for achieving sustainability. If the petition has less than 20, the request may be considered and approved with special dispensation of the MDE leadership.
- d. The defined area must include a concentration of ASME members located at a distance from the normal center of section activities with sustainable leadership and interest to warrant meetings and related activities that promote the mission and vision of ASME.
- e. If the Section leadership determines the subsection to be deficient in its activity, a recommendation shall be made to the Member Development and Engagement leadership for the dissolution of the subsection.
- f. The change in status becomes effective on the first day of the following month to simplify the allotment of any funds and the possible transfer of members.

C. Groups

1. Formation of a Group

- a. A group may be established when approved by the Section leadership.
- b. A formal request must be submitted describing rationale for special group, number of participants expected, signatures of leaders of group, expected length of existence, geographic area of activities and how activities that promote the mission and vision of ASME.
- c. The group shall provide regular periodic reports to the Section leadership.

d. If the Section leadership determines the group to be deficient in its activity, a recommendation shall be made for the dissolution of the group.

Responsibility: Member Development and Engagement Sector

Reassigned from Knowledge and Community Sector 6/20

Reassigned from Council on Member Affairs 6/1/05

Adopted: April 29, 1953

Reaffirmed: September 18, 1998

Revised: March 6, 1959
November 28, 1960
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June 6, 2001
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