

BY-LAWS

OKLAHOMA STRUCTURAL ENGINEERS' ASSOCIATION

ARTICLE I

NAME, LOCATION, PURPOSE

- SECTION A Association name shall be the Oklahoma Structural Engineers Association referred to as OSEA. There will be two chapters named the Eastern Chapter and Central Chapter.
- SECTION B The official address of OSEA will be determined by the Executive Council. Official Chapter addresses will be determined by the Chapter Officers.
- SECTION C The OSEA purpose will be to:
1. Develop a consensus on State Issues
 2. Provide a forum for the transfer and exchange of information among structural engineers
 3. Encourage the practice of quality structural engineering among its members
 4. Aid in the education of individuals and institutions by clearly defining the role and function of structural engineers in design and construction processes
 5. Direct actions toward the preservation and enhancement of public safety and welfare and the advancement of the structural engineering profession
 6. Complement related structural technical organizations and will not attempt to supplant these organizations

ARTICLE II

ORGANIZATION

- SECTION A Two Chapters will be organized representing Eastern and Central Oklahoma. ~~The boundaries each Chapter represents is defined in Exhibit 1.~~
- SECTION B The OSEA and its Chapters are organized for non-profit purposes, no part of their earnings shall inure to any private individual, and shall remain the sole property of OSEA. The *Executive Director* is responsible for all transactions, audits, etc.
- SECTION C OSEA will have the following membership classifications and requirements:
1. Members
 - * Registered Professional engineers engaged in or retired from the practice of structural engineering in Oklahoma.
 2. Associate Members meet all of the following
 - * Engineering college graduates
 - * Satisfactory structural engineering education, experience, and actively engaged in the structural engineering field
 3. Student Members
 - * Engineering college students in good standing with an interest in structural engineering.
 4. Affiliate Members
 - * Individuals with interest in the structural engineering field and cooperate with structural engineers in the advancement of professional knowledge and practice.
 5. Fellow Members
 - * This membership will be awarded by the OSEA Executive Council to outstanding OSEA Members in good standing that have been professional structural engineers for at least 20 years.

Applications for membership shall be reviewed by the Executive Director.

ARTICLE III

FUNDING

- SECTION A The *Executive Director shall prepare annual budget for approval from the OSEA Executive Council. The Executive Director shall provide a summary of previous year's expenses and income for auditing by OSEA Executive Council President, President-Elect, and Past President.*
- SECTION B The OSEA Executive Council will set and assess annual dues *for each membership classification with the exception of Fellow.* Fellow membership will be free. *The Executive Director shall invoice each member their dues in December and due in January.*
- SECTION C OSEA funds will be used for their administrative support, to publish news letters, to pay National Council of Structural Engineers' Association (NCSEA) dues, and other items approved by a majority vote of the *OSEA Executive Council.*
- SECTION D Members whose dues are more than 6 months in arrears may be suspended from membership in OSEA. Reinstatement will be determined by the Executive Council.

ARTICLE IV

OFFICERS

SECTION A OSEA Chapter Officers will be:

1. President
2. President-Elect
3. *Past President*
4. Director
5. Director

SECTION B Both the OSEA Executive Council Officers and Chapter Officer's terms will run for one year starting on January 1.

SECTION C The Chapter Presidents will appoint a Nominating Committee by October 15 each year. The Nominating Committee will select one or more qualified candidates for the Chapter Offices which will also represent the Chapter on the OSEA Executive Council. Elections will be held by December 15 each year. The candidate in each office receiving the highest number of votes will be declared elected. The Nominating Committee will run the election, count the votes, declare the winners, etc. Only Members and *Fellow* Members in good standing *may* be officers or cast votes. Associate Members in good standing *may* vote but *may only hold office of Director*. Affiliate and Student Members can not hold offices or vote but can serve on committees or teams.

The OSEA Executive Council Offices will be filled as follows:

EVEN YEARS

<i>President</i>	<i>Central Chapter President</i>
<i>President-Elect</i>	<i>Eastern Chapter President-Elect</i>
<i>Past President</i>	<i>Eastern Chapter Past President</i>
<i>Director</i>	<i>Eastern Chapter President.</i>
<i>Director</i>	<i>Central Chapter President-Elect</i>
<i>Director</i>	<i>Central Chapter Director</i>
<i>Director</i>	<i>Eastern Chapter Director</i>
<i>Director</i>	<i>Central Chapter Director</i>
<i>Director</i>	<i>Eastern Chapter Director</i>
<i>Affiliate (non-voting)</i>	<i>Central Chapter Past President</i>

ODD YEARS

<i>President</i>	<i>Eastern Chapter President</i>
<i>President-Elect</i>	<i>Central Chapter President-Elect</i>
<i>Past President</i>	<i>Central Chapter Past President</i>
<i>Director</i>	<i>Central Chapter President.</i>
<i>Director</i>	<i>Eastern Chapter President-Elect</i>
<i>Director</i>	<i>Eastern Chapter Director</i>
<i>Director</i>	<i>Central Chapter Director</i>
<i>Director</i>	<i>Eastern Chapter Director</i>
<i>Director</i>	<i>Central Chapter Director</i>
<i>Affiliate (non-voting)</i>	<i>Eastern Chapter Past President</i>

SECTION D The Presidents can't succeed themselves. The past Chapter and Executive Council Presidents shall serve as *Past President*.

In the event of a vacancy in the office of OSEA Executive Council President the appropriate Chapter President-*Elect* will succeed that office. Chapter Officers will select members to fill other vacant OSEA Executive Council Offices. The chapter representation on the OSEA Executive Council will remain the same as when the office was vacated.

In the event of a vacancy in the office of Chapter President the President-*Elect* will succeed that office. The remaining Chapter Officers will select members to fill other vacant offices.

SECTION E *The OSEA Executive Council will select two delegates to represent OSEA at NCSEA meetings. The "senior" delegate will introduce and provide assistance to the "junior" delegate in NCSEA business.*

SECTION F The OSEA Executive Council will appoint an Executive Director with duties to include:

*Maintain membership information,
Receive and dispense funds,
Publish and maintain website,
Invoice membership dues annually,
Communicate with NCSEA,
Budget preparation, and
Other duties assigned by OSEA Executive Council.*

ARTICLE V

MEETINGS

SECTION A The OSEA Executive Council will meet a minimum of two times per year. The dates, times, agenda, and location will be determined by the Executive Council President.

The Chapters will meet a minimum of three times per year but are encouraged to meet on a monthly basis from September to May. The Dates, times, agenda, and location will be determined by Chapter Presidents.

Statewide meetings to consist of a Spring Conference and a Fall Seminar. Topics to address the structural engineering community including updates and discussion of issues with NCSEA as determined by the Executive Council. Chapters will alternate hosting the statewide meetings. In even years, Central Chapter to host the Spring Conference and Eastern Chapter to host the Fall Seminar. In odd years, Eastern Chapter to host the Spring Conference and Central Chapter to host the Fall Seminar.

SECTION B Special statewide meeting can be scheduled by the Executive Council. Chapter meetings can be scheduled by Chapter Officers.

SECTION C Meeting expenses will be equally distributed among those attending. *The Executive Director will determine the amount of expenses and collect fees with assistance from Chapter Presidents as necessary.*

SECTION D *The President, or his assignee, will be responsible for notifying the appropriate membership of meetings and should provide at least five (5) days advance notice. The Executive Director shall provide updated contact information to each Chapter President.*

SECTION E The order of business will be prescribed by the presiding officer and will be conducted according to Robert's Rules of Order.

ARTICLE VI

COMMITTEES

SECTION A The President's shall have the authority to form committees or teams and appoint or remove chairpersons.

ARTICLE VII

BY-LAWS

SECTION A The By-Laws may be amended by affirmative vote of 75 percent of the Oklahoma Members responding to a letter-ballot. The letter-ballots shall be sent to each Oklahoma Member and shall provide 30 days to respond.