

Amended 4/13/2013

CONSTITUTION
OF
Arkansas Academy of Mechanical Engineering
(Preamble)

We, a "Chapter Member" group made up of University of Arkansas-Fayetteville (UAF) Mechanical Engineering (ME) Department Alumni and other Mechanical Engineers join, in coordination with UAF ME Department, in establishing an ARKANSAS ACADEMY OF MECHANICAL ENGINEERING (AAME) for purpose of:

1. recognizing UAF ME graduates for sustained and outstanding contribution to the ME profession,
2. recognizing eminent engineers for support (gifts and services) of UAF ME Department, students and faculty, and of
3. providing a continuing means of organizing support from Academy members, ME graduates or others and of implementing this support for the benefit of UAF ME Department, students and faculty.

ARTICLE I – NAME

The Academy shall be named ARKANSAS ACADEMY OF MECHANICAL ENGINEERING (AAME)

ARTICLE II - PURPOSE AND OBJECTIVE

The AAME will function as a non-profit organization solely for the purpose of RECOGNIZING outstanding Mechanical Engineers and providing SUPPORT for UAF Mechanical Engineering Department, students and faculty.

RECOGNIZING includes providing:

- (1) an academy membership and public acclaim for qualified UAF ME alumni and select non-alumni Mechanical Engineers,
- (2) a display (at UAF) of Academy and Academy Member credentials as a motivation for UAF ME Department faculty and students, and
- (3) for the promotion of selected awards and honors for the UA ME Department, faculty and students as well as for Academy members and other engineers.

SUPPORT includes:

- (1) providing advisory and counsel services to UAF ME Department staff, faculty and students,
- (2) providing continuing incentives (Arkansas Member services, grants, gifts, scholarships, etc) for UAF ME Department, students and faculty to improve performance or to increase enrollment, and
- (3) publicizing UAF ME Department before interested organizations or pre-college schools to encourage AAME benefits (gifts, services, student enrollment, etc.).

ARTICLE III - STRUCTURE

The AAME Membership shall include Active, Honorary and Distinguished Past Members, qualified, nominated, and inducted in accord with AAME BY-LAWS. The AAME Members shall meet at least annually for the purpose of inducting new members, election of Directors and conducting AAME business.

The AAME is managed by a BOARD OF DIRECTORS elected by the Members. The BOARD will meet annually (coincident with AAME annual meeting), and at such other times as the AAME President feels required. At each annual AAME meeting the newly elected BOARD will meet and elect the President and President Elect from the BOARD'S present and past membership and elect the Secretary and the Treasurer from the general membership.

The BOARD is made up of the President, President Elect, Immediate Past President and six members elected by and from AAME membership, plus the Treasurer and Secretary as ex-officio members of the Board. Terms are three years staggered, so two terms are up each year. BOARD and AAME officer vacancies will be filled by BOARD appointment for the period beginning at vacancy, up to the next AAME annual meeting, at which time AAME members will elect two new BOARD members plus sufficient BOARD members to fill the vacant terms.

OFFICERS who will serve annual terms, include:

- (1) "PRESIDENT" - At the direction of AAME BOARD, will manage AAME business and activities insuring compliance with AAME CONSTITUTION and BY-LAWS, will preside at all AAME and BOARD meetings and will utilize his/her services or services of other officers, BOARD, Committee or AAME members to perform duties defined in AAME BY-LAWS and to contribute to accomplishment of the AAME GOALS and OBJECTIVES.
- (2) "PRESIDENT - ELECT" - In the absence of the President, presides and performs the duties of President. During his/her term, informs and prepares for duties as AAME President the following year. He/she also heads an important committee as outlined in BY-LAWS or manages a special project.
- (3) "SECRETARY" - will publish and sign as required in AAME BY-LAWS the following:
 - (a) Minutes of AAME or Board Meetings
 - (b) AAME documents and correspondence
- (4) "TREASURER" - will manage operating funds receipt and disbursement in accord with BY-LAWS and BOARD directions as well as the funds accounting and reporting, will aid in work of other AAME Officers and Committees in the gathering of operating or endowment funds and of all funds management, banking, disbursing, budgeting, etc, and will be an Ex-officio member of FINANCE COMMITTEE.

- (5) "BOARD OF DIRECTORS" - Elected by AAME membership to be the AAME managing group. The BOARD will elect AAME officers and certain major committee chairman from within its membership and plan and direct the AAME activities to accomplish the PURPOSE and OBJECTIVES OF ARTICLE II. The BOARD will be responsible for perpetuating AAME thru growth and organization, for gathering and disbursing operating funds, for developing Endowment or other standing funds and disbursement of proceeds from these funds, and for developing good working relationship with UAF and other related organizations.

AAME COMMITTEES will include:

- (a) MEMBERSHIP COMMITTEE - to manage selection and election of new AAME members in accord with BY LAWS.
- (b) NOMINATING COMMITTEE - to nominate for AAME election new BOARD Members in accord with By Laws.
- (c) FINANCE COMMITTEE - Plan and manage the obtaining and disbursement of AAME operating funds in accord with AAME budget as developed by FINANCE COMMITTEE and approved (two third of annual meeting "QUORUM" vote) by AAME members. Aid appropriate COMMITTEES in obtaining and disbursing special funds (UAF ME students scholarships, AAME endowment fund, special gifts, etc.).
- (d) CONDUCT COMMITTEE - upon request of an AAME member or the BOARD, investigate any questionable AAME actions or member misconduct, prepare report, and recommend to BOARD any proposed BOARD or AAME actions.
- (e) OTHER COMMITTEES - any that the BOARD feels are necessary to arrange for AAME activities, manage AAME business, or accomplish AAME GOALS and OBJECTIVES.
- (f) COMMITTEE Chairman for oncoming year will be appointed at annual meeting by newly elected AAME PRESIDENT or will be selected as the designated BOARD Member in accord with BY-LAWS and organization chart. Annual assignment (or filling of vacancies) of COMMITTEE membership will be by COMMITTEE Chairman and/or AAME President.

ARTICLE IV - MEETINGS

The AAME will meet at least annually at a place and time selected in accord with BY-LAW procedures to induct new members, to elect DIRECTORS, to hear OFFICER and COMMITTEE Chairman reports, to review GOALS and OBJECTIVES, and to hear reports of UAF ME Department activities. The meetings shall be conducted in accordance with Roberts' Rules of Order.

ARTICLE V - AMENDMENTS OF CONSTITUTION AND BY-LAWS

Amendments may be made to AAME CONSTITUTION thru written Amendment proposals from AAME members (signed by 15% of members) or BOARD of Directors. Amendments not originating with BOARD will be presented to the BOARD for their consideration and response. The BOARD will present all proposed Amendments with BOARD recommended action to AAME members at next annual meeting. A two-thirds affirmative vote of AAME members present is required for passage, provided a quorum is present. If the vote at the annual meeting falls below this level, the Secretary shall or shall cause within 20 days following the Annual Meeting a ballot to be prepared and submitted to the entire membership for a vote. Delivery of the ballot and the processing and counting of the ballots shall be in accordance with the procedure established in the By-Laws for the deliver and counting of ballots for a vote on new inductees by the membership. When the ballot is prepared it shall state in order to be counted a vote must be received at the official address of the Academy or through a specific e-mail address by a date certain, which date shall be no greater than 45 days following the Annual Meeting at which the amendment was submitted for a vote.

BY-LAWS change proposals may originate with BOARD or by member petition (signed by 15% of AAME membership). All change proposals must be presented to AAME members at next annual meeting with BOARD recommended action. AAME members may approve BY-LAWS changes at any annual meeting by a majority affirmative "quorum" vote in accord with BY-LAWS. In event of extreme need, BOARD may (on majority vote) temporarily change BY-LAWS Sections II and III dates for a period of one year.

ARTICLE VI - UNIVERSITY OF ARKANSAS

The charter members of ARKANSAS ACADEMY OF MECHANICAL ENGINEERING (AAME) and UNIVERSITY OF ARKANSAS - FAYETTEVILLE (UAF) jointly organized AAME with approval of UAF Dean (College of Engineering) and Chancellor agreeing that the Charter Members have privileges and responsibilities of managing and perpetuating the AAME as a non-profit organization created to recognize (public acclaim and/or AAME Membership) distinguished UAF ME graduates and other Mechanical Engineers; to provide advisory counsel to UAF ME; to provide services and funding (gifts, grants, and scholarships) for UAF ME Department, faculty and students; and to strengthen UAF ME thru publicity, inspiration of faculty and students, and development of student enrollment.

ARTICLE VII - FINANCIAL

The AAME is a self-supporting, non-profit organization receiving gifts and grants from AAME Members and others and dispensing these funds exclusively for the betterment and services for UAF ME Department, Faculty, and Students and for the perpetuation of AAME. All funds received (annually) will be disbursed during the year received for AAME Budgeted purposes except for an accumulating ENDOWMENT FUND whose total proceeds (interest) will be dedicated either to increasing ENDOWMENT FUND or to UAF ME student scholarships. All funds received (operation, ENDOWMENT and ENDOWMENT proceeds) will be managed in accord with terms of By Laws. AAME Members will be responsible for their individual Annual Meeting expenses.

President, AAME	Date	Member AAME Board Directors	Date
President Elect, AAME	Date	Member AAME Board Directors	Date
Secretary-Treasurer	Date	Immediate Past President	Date
UAF ME Dept. Head	Date		

Charter Members: (See List)