

**GUIDELINES**  
of the  
**GEORGIA SECTION**  
of the  
**AMERICAN SOCIETY OF HIGHWAY ENGINEERS**

Preamble

The organization is a Section of the American Society of Highway Engineers, and as such, is subject to its national Constitution and By-Laws. Nothing in this document is intended to supersede that of the Society when in conflict.

The purpose of this Society is to procure the latest data on the techniques and methods in planning, design, construction and maintenance of highways and other transportation facilities; to disseminate this information among the members; to establish good public relationships; to exercise the code of ethics; to foster and publicize new and advanced ideas and devices developed by members; and to promote the general welfare of the transportation industry.

ARTICLE I - NAME AND FUNCTIONS

- Section 1      The name of this organization shall be the Georgia Section of the American Society of Highway Engineers.
- Section 2      The functions of this organization shall be to confer and suggest as to matters of policy; to cooperate with other engineering, technical and civic associations in matters of mutual interest; to study highway and transportation problems; to encourage members to prepare and discuss papers appropriate to the aims of the Society; to bring about a closer acquaintance and a spirit of cooperation among members; to promote education and awareness of highway industry; to sponsor technical and educational meetings; discussions and seminars; and to provide opportunities for social interaction among its members.

ARTICLE II - MEMBERSHIP

- Section 1      The membership shall consist of Honorary Members, Senior Members, Members and Associate Members who have practiced, or are now practicing, in the

highway industry or its allied fields. All members shall have a minimum of a high school education, or its equivalent as determined by the Board of Directors.

Section 2 Honorary membership shall be chosen only from those persons who are of acknowledged eminence in some branch of engineering or the arts and sciences related thereto; or who have singularly advanced in the interests of the Society. The approval and issuance of this classification of membership is reserved for the National Board of Directors.

Section 3 A Senior Member shall meet at least one of the requirements listed below:

- a. A Senior Member shall be a registered professional engineer, or
- b. Have a college degree in engineering from a school of recognized standing and six (6) years of experience in the highway related industry. The six (6) years required experience in a highway related industry beyond graduation with a bachelor's degree in engineering may be reduced two (2) years by receipt of a Master's degree in engineering from a school of recognized standing, or
- c. Have ten (10) years of experience in a highway related industry plus an engineering-in-training certificate, or
- d. Have twelve (12) years of administrative, technical or engineering experience in a highway-related industry.

Section 4 A Member shall meet at least one of the requirements listed below:

- a. Have a college degree in engineering from a school of recognized standing and have three (3) years of experience in a highway related industry, or
- b. Have seven (7) years of experience in a highway related industry plus an engineer-in-training certificate, or
- c. Have nine (9) years of experience in a highway-related industry.

Section 5 An Associate Membership shall consist of those persons who do not meet the educational and/or experience requirements for the other grades of membership, but who are at the time of presenting their application, actively engaged in a highway related industry.

Section 6 Regardless of phraseology used herein, membership shall not be contingent upon race, color, creed, sex, or national origin.

Section 7 All applications for membership, regardless of classification, shall be transmitted to the National Secretary for certification, along with the current initiation fee established by the National Board of Directors.

## ARTICLE III - ADMISSIONS, RESIGNATIONS AND EXPULSIONS

- Section 1 Members shall be admitted only by proper procedures as set forth in the By-Laws.
- Section 2 Honorary members shall be selected by the National Board of Directors.
- Section 3 Any member may resign his/her membership by a written communication to the Secretary.
- Section 4 Any member may be expelled by vote of the Board of Directors for improper conduct. The affirmative votes of not less than eighty (80) percent of the entire Board of Directors is required to expel. A member whose expulsion is being considered shall be notified by the Secretary by registered mail no less than thirty (30) days prior to the vote by the Board of Directors. The said member may submit a defense, either in writing or in person, which shall be considered by the Board of Directors as part of the proceedings. The Secretary shall notify the member by registered mail as to the action taken by the Board. Any member against whom such action is taken may appeal the expulsion to the National Board of Directors of the Society. Such appeal must be in writing and delivered within thirty (30) days of notice of expulsion. The review by the National Board of Directors shall be binding and final.

#### ARTICLE IV - FEES, DUES AND ASSESSMENTS

- Section 1 The National Board of Directors shall establish the initiation fee.
- Section 2 Membership dues shall be collected annually according to the methods established in the By-Laws.
- Section 3 The National Board of Directors may levy annual or special assessments on the membership that it considers essential to the proper administration and well being of the Society.

#### ARTICLE V - ELECTIONS OF OFFICERS

- Section 1 The elected officers of the Section shall be a president, vice president, four directors, a secretary, a treasurer and such regional directors as may be required.
- Section 2 The officers shall be elected annually and shall have the following terms of office:
- |                |          |
|----------------|----------|
| President      | One Year |
| Vice President | One Year |

Secretary	One Year
Treasurer	One Year
Directors	Three Years

- Section 3 The terms of office for the officers shall begin at the close of the annual meeting and shall continue for the period specified above or until a successor is elected.
- Section 4 The Board of Directors shall consist of the current elected officers and the immediate Past President.
- Section 5 The President shall serve as the chairman of the Board of Directors and the Vice President shall serve as the vice chairman.
- Section 6 For the purpose of nominating candidates for office, the President shall appoint a nominating committee consisting of the immediate past President, who shall serve as chairman, the Secretary, and three members of the Section who do not currently hold office.
- Section 7 The other duties of the officers shall be specified in the By-Laws.
- Section 8 In event of resignation, disability, inability, or neglect in the performance of the duties, the Board of Directors shall have the power to declare any elected office vacant. A vacancy in an office shall be filled by appointment of the Board for the completion of the unexpired term of office.
- Section 9 The President, Vice President, and Directors shall not serve more than two consecutive elected terms in any one office.

#### ARTICLE VI - MANAGEMENT

- Section 1 The Board of Directors shall be vested with the exercise of all the powers, subject to this Constitution and the By-Laws, necessary to conduct the affairs of the Section. The By-Laws shall make provisions for the general administration of the affairs and property of the Section.
- Section 2 Meetings of the Board of Directors shall be held at least twice in each fiscal year. Additional meetings may be held as provided in the By-Laws.
- Section 3 The Executive Committee shall be composed of the President, Vice President, Secretary and Treasurer. The executive Committee shall exercise, at times when the Board of Directors is not in session, such part of the authority of the Board of Directors as may be delegated by the Board.

Section 4 An annual meeting of the general membership shall be held each year in the month of May, at which meeting the officers shall be elected and such other business conducted as may be necessary.

#### ARTICLE VII - COMMITTEES

Section 1 Standing committees as set forth in the By-Laws shall have no less than three members.

Section 2 Special committees may be appointed by the President as required. The President shall determine the size and designate the chairman.

#### ARTICLE VIII - AMENDMENTS

Section 1 Proposed amendments to these Guidelines shall be submitted in writing to the Secretary. Upon approval by the Board of Directors, the proposed amendments shall be submitted to the membership for adoption or rejection.

Section 2 When a ballot is taken for a proposed amendment, the Board of Directors shall designate a date for closing of the ballot. The written ballots will be submitted to the membership a minimum of thirty (30) days prior to the closing date by the Secretary.

Section 3 The Secretary shall tabulate the results of the ballot and certify same to the Board of Directors within fifteen (15) days following the ballot closing date.

Section 4 Amendments to these Guidelines require affirmative votes of two-thirds of those voting. Ballots must be received from at least one-third of the membership before the vote is official.

Section 5 Amendments to these Guidelines shall be effective immediately upon certification by the Secretary that the vote is in order and the amendments approved.