

BYLAWS  
OF THE  
MID-SOUTH SECTION  
OF THE  
AMERICAN INSTITUTE OF CHEMICAL ENGINEERS

ARTICLE I

Jurisdiction

The boundaries of the Section shall encompass the following counties and states:  
TENNESSEE: Shelby, Tipton, Lauderdale, Haywood, Fayette, Hardeman; MISSISSIPPI:  
Benton, Marshall, DeSoto, Tate, Tunica, Panola, Lafayette; ARKANSAS: Phillips, Lee, St.  
Francis, Crittenden, Mississippi.

ARTICLE II

Membership

Section 1. The membership of the Section shall be limited to FELLOWS, MEMBERS, ASSOCIATE MEMBERS, AFFILIATES, and STUDENT MEMBERS of the American Institute of Chemical Engineers, residing or engaged in business within the boundaries encompassed by the Section.

Section 2. Nonmember chemical engineers may become Local Members of the Mid-South Section for a period not to exceed two years. During this period it is expected that Local Members will apply for one of the grades of membership in the American Institute of Chemical Engineers. Nothing in this Bylaw shall be construed to prevent members from bringing nonmember guests to meetings of the Mid-South Section. Student Members, Affiliates, and Local Members may not hold office in the Mid-South Section.

Section 3. Members in good standing of any of the Founder Societies (American Institute of Mining, Metallurgical and Petroleum Engineers; American Society of Civil Engineers, American Society of Mechanical Engineers; Institute of Electrical and Electronic Engineers) may be members of the Section for an indefinite period without applying for membership in the American Institute of Chemical Engineers.

Section 4. Any member of the American Institute of Chemical Engineers who resides and is engaged in business outside the boundaries of the Section and who desires to affiliate with the Section shall be eligible for membership and may become a member of the Section by application in writing to the Section Secretary.

## ARTICLE III

### Dues

Section 1. The fiscal year of the Section shall commence on January 1<sup>st</sup> and terminate on December 31<sup>st</sup>.

Section 2. The dues for members of the Section shall be \$10.00 per year (or as determined by local section executive committee), payable at the same time as annual dues or on January 1<sup>st</sup> if a local section member only.

Section 3. Student Members of the American Institute of Chemical Engineers shall not be required to pay dues to the Section.

Section 4. All regulations regarding payment of dues shall be made by the Executive Committee of the Section.

## ARTICLE IV

### Officers

Section 1. The officers of the Section shall be a Chair, a Vice Chair, a Secretary, a Treasurer and such other officers, if any, as are deemed advisable. All officers must be FELLOWS, MEMBERS, or ASSOCIATE MEMBERS of the American Institute of Chemical Engineers.

Section 2. The Chair, or in their absence the Vice Chair, or in their absence the Secretary, or in their absence the Treasurer, shall preside at all meetings of the Section.

Section 3. The Secretary shall keep a record of the Proceedings of the Section and, under direction of the Chair, issue notices of meetings to the members. By the date set by the Council of the American Institute of Chemical Engineers, the Secretary shall file with the Secretary of the American Institute of Chemical Engineers a report on the activities of the Section during the year.

Section 4. The Treasurer shall be responsible for the collection and disbursement of all funds as authorized by the Executive Committee. The Treasurer shall prepare all financial reports required by the INSTITUTE, Internal Revenue Service and all other local, state and federal government agencies.

## ARTICLE V

### Elections

Section 1. All officers of the Section shall be elected by ballot at the Annual Meeting or by mail (either USPS or electronic) ballot under regulations prescribed by the Executive Committee and shall take office at the first meeting of the following fiscal year. The retiring Chair of the Section shall automatically become a member of the Executive Committee for two years.

Officers shall hold office for one year or until their successors are elected and take office. Immediately after the annual election the Secretary of the Section shall forward the names of the newly elected officers to the Secretary of the American Institute of Chemical Engineers.

The Vice-Chair shall serve as Chair-Elect of the SECTION and shall automatically succeed to the Chair.

Section 2. No member shall be eligible to hold more than one office at any one time.

Section 3. Should a vacancy occur in any office, the Executive Committee shall appoint some member of the Section to fill the unexpired term.

## ARTICLE VI

### Committees

Section 1. There shall be an Executive Committee consisting of the Officers of the Section, four Directors, and two Past Chairs. This committee shall meet at the call of the Chair of the Section, who shall serve as Chair of the Executive Committee. In their absence the Vice Chair, in their absence the Secretary, or in their absence the Treasurer shall call and preside at such meetings. The Executive Committee shall be charged with the business of the Section.

Section 2. There shall be a Program Committee, of which the Vice Chair of the Section shall serve as Chair.

Section 3. Such other committees as may be required shall be appointed by the Chair with the approval of the Executive Committee.

## ARTICLE VII

### Meetings

Section 1. There shall be at least four meetings of the Section each year, one of which shall be the Election Meeting. The Executive Committee shall determine the date and place of the meetings.

Section 2. The Secretary shall send a notice of the meetings to all members at least two weeks in advance of such meetings.

Section 3. A quorum shall consist of 10 percent of the enrolled members of the Section.

## ARTICLE VIII

### Order of Business

The business of the Section shall be transacted according to "Robert's Rules of Order".

## ARTICLE IX

### Amendments

Section 1. All Bylaws of the Section shall be subject to alteration or repeal, and new Bylaws not inconsistent with any provision of the Charter of the Section, with any provision of the Constitution of the American Institute of Chemical Engineers, or with any provision of law may be made by the affirmative vote of a majority of the members entitled to vote in respect thereof, given at an annual meeting or at any special meeting, provided that notice of the proposed alteration or repeal or of the proposed new Bylaws is included in the notice of such meeting or by letter ballot under regulations approved by the Executive Committee.

Section 2. All amendments to these Bylaws shall be subject to approval by the Council of the American Institute of Chemical Engineers.