



COLLEGE OF ENGINEERING
KEVIN T. CROFTON DEPARTMENT OF
AEROSPACE AND OCEAN ENGINEERING
VIRGINIA TECH™

Student Section Bylaws

SNAME / ASNE at Virginia Tech

v0.2, 3 September 2019



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Chapter 1

Introduction

1.1 General

Name

The name of the society shall be “SNAME / ASNE at Virginia Tech” in order to comply with Virginia Tech guidelines for Registered Student Organizations (RSOs) and to represent that we are the student section for both the Society of Naval Architects and Marine Engineers and the American Society of Naval Engineers.

Purpose

SNAME/ ASNE at Virginia Tech is the professional organization serving to advance the art, science, and practice of naval architecture, shipbuilding and marine engineering. While most members at Virginia Tech are pursuing a degree in ocean engineering, membership is open to any student currently seeking an engineering degree in a related field.

Throughout the year, SNAME / ASNE at VT hosts social events, technical presentations, and company visits in order to promote strong relationships with fellow students, learn more about the naval architecture and ocean engineering field, and to present internship and job opportunities for members.

Vision Statement

SNAME / ASNE at Virginia Tech seeks to be the premier professional society for Ocean Engineering, Naval Architecture and Marine Engineering, and Naval Engineering in the greater Blacksburg area. Our goals are to advance the knowledge and practice of naval architecture in public and private applications, to enhance the professionalism and well-being of members, to promote naval architecture as a career field, and to graduate our student members with promising future careers.

Chapter 2

Officers

2.1 General

All officers of the Society are required to be student members of SNAME and of ASNE. 1 year of ASNE student membership currently is complimentary with a student membership in SNAME.

When a member of SNAME / ASNE at Virginia Tech serves on the SNAME Student Steering Committee (SSC), they will be considered an officer of this society, though they are not precluded from holding another society officer position with the exception of Vice Chair and Chair.

Only the Chair and Vice Chair positions must be filled in the Society. As needed, Treasurer, Secretary, Communications, and (Class) Representative positions may be filled. In the case of no Treasurer or Secretary, the Chair should assume the duties of a Treasurer and the Vice Chair should assume the duties of Secretary.

2.2 Elections

Timing

Elections will be held in Mid-April prior to finals week.

Attendance

A quorum of 51% of active members is required to hold elections. Prospective officers are required to be in attendance unless there are extenuating circumstances.

Term Lengths

All officers will serve for a term of approximately one calendar year.

Requirements

The Chair is required to be an Ocean Engineering major and have previously served as an officer of the society. The Graduate Student Representative is required to be a Graduate Student.

All prospective officers shall submit a write up to the current Chair in advance of the election meeting. The write up shall include:

- Name, class, years with SNAME/ASNE
- Why do you want to be a SNAME/ASNE officer?
- How do you think you can best benefit SNAME/ASNE?
- What has been your favorite SNAME/ASNE event and why?

Procedure

Elections will be conducted in a rolling format. That is, if an individual stands for Chair, but is not elected, they are automatically considered for Vice Chair, and so on, unless they opt out for that specific position.

All candidates standing for a position are afforded the opportunity to give a short speech prior to the vote. After each candidate has spoken (or had a statement read on their behalf if they are not in attendance), they will step out of the room until voting concludes.

Voting will be conducted by secret ballot instant runoff voting (also known as ranked choice voting).

2.3 Chair

The Chair's role consists of overseeing meetings, coordinating events, organizing fundraisers, and attending conferences as necessary; they are generally responsible for planning and supervising the program and activities of the Society. They are the first point of contact between their section, the SSC, and other sections.

2.4 Vice Chair

The Vice Chair assumes the duties of the Chair when the Chair is unavailable. The Vice Chair should assist with coordinating events, organizing fundraisers, and should attend conferences with or in place of the Chair. In the absence of the Chair, the duties of the Chair shall be performed by the Vice Chair. If the office of the Chair becomes vacant, the Vice Chair shall step up as the successor.

2.5 Secretary

The Secretary shall take the minutes of all meetings of the Society. If the offices of the Chair and Vice Chair become vacant concurrently, the Secretary shall succeed the Chair.

2.6 Communications and Membership

The Communications and Membership Officer shall have general responsibility for the correspondence of the Society as well as managing the Microsite, Facebook page, and Instagram.

2.7 Treasurer and SEC Representative

The Treasurer shall have charges of the records and accounts of the Student Section and the collection and disbursement of funds. The disbursement of funds must be as approved by the Chair. A budget shall be prepared by the Treasurer covering all expenses for each academic year in coordination with the Chair.

Additionally, unless another representative is designated, the Treasurer shall be the Society's representative to the Student Engineer's Council.

2.8 Graduate Student Representative

The Graduate Student Representative shall act as a liason for the graduate students and generally advise the Society.

Chapter 3

Other

3.1 Membership

Definitions

An active member is someone who is on the roster, attends one general body event, and additionally one company visit per year.

3.2 SNAME Maritime Conference

General

One of the main activities of the Society is planning, funding, and attendance of the annual SNAME Maritime Conference (SMC) during the Fall semester.

Attendance

The Officers are the Society's primary delegation to SMC. However, should funding be available, the society shall make every effort to bring as many students as possible.

Selection to Attend SMC

When there is opportunity for additional students to attend SMC, with guaranteed coverage of registration fees and typically hotel rooms and most of flight costs, an application will be sent to the general membership body of the student section. The application will consist of the following questions, and after question 1 has been hidden to reduce bias, the officers will review the completed applications and make selections.

1. Name, class, years with SNAME/ASNE
2. What would it mean to you to come to SMC?
3. What does SNAME/ASNE mean to you?

4. What has been your favorite SNAME/ASNE event and why?
5. Are you interested in holding a future officer position in the student section or the SSC?

3.3 Amendments

These bylaws may be amended by consensus of the current officers of the Society.

3.4 Related / Reference Documents

- SEC Constitution
- SSC Bylaws
- SSC Student Section Guide
- SSC Microsite Guide
- SNAME Bylaws
- ASNE Bylaws

3.5 Changelog

v0.2

- Updated title page
- Updated Vision Statement
- Updated active membership definition
- Updated election protocol and requirements
- Added SMC application questions

v0.1

- Initial draft