

GEOTECHNICAL AND MATERIALS ENGINEERS COUNCIL BYLAWS

PURPOSE:

The Geotechnical and Materials Engineers Council (GMEC) is an independent practice section under the Florida Institute of Consulting Engineers (FICE). FICE is associated with the Florida Engineering Society on the state level as a designated practice section for engineers in private practice. FICE is also associated with the American Council of Engineering Companies (ACEC) on a national level.

The purpose of the GMEC is to service as an advocate for the practice of engineering in the geosciences and in the construction materials testing industries. As such, it will provide a continuing professional forum to advance the practice of geotechnical engineers and materials testing laboratories in the State of Florida by focusing cooperative efforts on the conditions affecting their practice.

MEMBERSHIP:

Member firms of FICE, who offer professional engineering services in the geosciences and/or the construction materials testing industries, shall automatically be listed as members of GMEC. Individual employees of the member firms, who are practicing licensed Professional Engineers or Engineering Interns, are also considered members of GMEC.

Individual qualified employees from each member firm may participate in the programs and activities of GMEC, and be eligible to hold an elected office. A single representative from each member firm shall be identified as the Voting Representative and be eligible to vote for their firm in elections for the GMEC officers and other elections held by the Executive Committee.

Finally, practicing engineers from FICE member firms who do not offer geosciences or construction materials testing services may also be listed as non-voting members of GMEC by submitting a letter of request to GMEC.

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SUBSCRIBERS:

Employees of an engineering laboratory who are not eligible for membership in FICE may participate in the programs and activities of the Geotechnical and Materials Engineers Council as Subscribers. To become a Subscriber interested persons shall apply in writing to the Geotechnical and Materials Engineers Council Executive Committee and shall pay such annual service fee as may be established by the members of the Geotechnical and Materials Engineers Council Executive Committee. Subscribers, not being members of the Council, shall not be eligible to hold elective office in the Council, nor shall a Subscriber have the right to vote in the election of Council officers. Subscribers may be appointed as chairmen or members of Council committees.

ADMINISTRATION:

The affairs of the GMEC will be administered by an Executive Committee, which is composed of a Chairman, a Vice Chairman, a Secretary, a Treasurer and the immediate Past Chairman. The Executive Committee shall be elected by the Voting Representative from each member firm in GMEC. The Executive Committee shall nominate, by majority vote, a Director to represent GMEC on the FICE Board of Directors. The GMEC Director on the FICE Board shall be subject to the terms of election included in the FICE Bylaws.

- a. The Officers of the Executive Committee shall be Professional Engineers, licensed in the State of Florida, who are employed by a member firm in good standing, and shall be elected by majority vote of the Voting Representative of member firms casting ballots for a term of office that coincides with the administrative year of FICE.
- b. Vacancies in any office may be filled by a majority vote of the remaining Executive Committee.

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- c. The Chairman shall coordinate GMEC activities, preside at all meetings of the Executive Committee, and maintain a liaison with FICE staff.
- d. The Vice Chairman shall assist the Chairman with his/her duties and act on the behalf of the Chairman in his/her absence. The Vice Chairman is also responsible for the planning of the GMEC Annual Meeting.
- e. The Secretary shall keep minutes of all Executive Committee Meetings and general membership meetings, and maintain a roster of GMEC members and Subscribers. Copies of the minutes shall be made available to all GMEC members and Subscribers.
- f. The FICE staff shall assist the Officers of the Executive Committee with their assigned duties.
- g. The GMEC Director on the FICE Board shall be responsible for attending the FICE Board of Directors meetings and representing the interests of GMEC. The GMEC Director shall attend Executive Committee meetings to receive direction on GMEC issues to be brought before the FICE Board for discussion and action, and shall report back to the GMEC Executive Committee on the results of previous FICE Board meetings.

OPERATIONS:

- a. GMEC shall hold an annual meeting in conjunction with the annual meeting of FICE.
- b. GMEC shall hold an annual technical meeting on current technical topics relevant to GMEC member firms and as suggested by the Executive Committee and/or the general membership.
- c. General membership meetings shall be held at such times deemed necessary by a majority of the Executive Committee or by petition to the Executive Committee by ten percent of the general membership.
- d. Each listed member must be notified at least weeks in advance of any scheduled general membership meetings.

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- e. Official policies, statements and actions will be limited to those having approval of the majority of the Executive Committee.

FINANCES:

- a. **Member Dues:** Any annual dues required of the member firms and/or general membership may be established by a majority vote of the membership at a general membership meeting or by mail ballot.
- b. **Subscribers Service Fee:** Any annual service fee required of the Subscribers may be established by a majority vote of the membership at a general membership meeting or by mail ballot.
- c. **Member dues and Subscriber Service Fees** shall be due on October 1 of the new fiscal year, and the dues and fees shall be considered delinquent as of January 1 of the following calendar year. Membership and/or Subscriber status may be suspended until payment is received in full.

COMMITTEES:

Appointments of committee chairs and committee members shall be made by the GMEC Executive Committee. The Executive Committee may also appoint special committees as it deems desirable and appropriate.

GMEC shall have the following standing committees:

- a. **Membership Committee.**
Duties: Promote membership and participation in GMEC.
- b. **Public Relations Committee.**
Duties: Promote and publicize the activities and programs of GMEC.
- c. **Professional Development Committee.**
Duties: Plan and conduct conferences, programs and activities that will help advance the professional practice of engineering in the geosciences and the construction materials testing industries in the State of Florida.

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- d. Nominating Committee.
Duties: Submit a list of nominees for each Executive Committee Office to the current Secretary not later than February 1 of the current fiscal year. The Nominating Committee shall contact each nominee to determine their willingness to serve if elected.
- e. Conditions of Practice Committee.
Duties: Monitor conditions, legislation, regulations, ethics etc., affecting the professional practice of geosciences and the construction materials testing industries in the State of Florida, and with the approval of the Executive Committee, develop and execute programs and activities which will improve and/or safeguard the conditions of practice of geosciences and the construction materials testing industries.
- f. Technical Advancement Committee.
Duties: Encourage the adoption and enforcement of accepted testing methods and procedures; review and exert influence on the adoption and use of building codes and standard specifications; provide a program for the review and discussion of new testing procedures and equipment; develop and conduct conferences, training, courses, etc. to improve the knowledge and understanding of technicians and other persons performing subprofessional services related to the professional practice of geosciences and the construction materials testing industries in the State of Florida.

REVISIONS:

Changes or modifications in the GMEC Bylaws will require the approval of a majority of the Executive Committee and the FICE Board of Directors.

Approved by the Engineering Laboratories Forum Executive Committee, July 13, 1971

Approved by the Florida Institute of Consulting Engineers Board of Directors, February 20, 1973

Amended by the FICE Board of Directors, June 17, 1987

Amended by the FICE Board of Directors, August 5, 2004

Amended by the FICE Board of Directors, February 6, 2013