

BYLAWS
for
GLOBAL ENGINEERING DEANS COUNCIL (GEDC)
of the
INTERNATIONAL FEDERATION OF ENGINEERING EDUCATION SOCIETIES
(IFEES)

- **This draft document is intended for inviting comments and suggestions**
- **Please send your inputs to Professor Seeram Ramakrishna, Vice-President of IFEES and Dean of Engineering, National University of Singapore at the email address: seeram@nus.edu.sg**

I: NAME AND MISSION

The name of this Council of the International Federation of Engineering Education Societies (IFEES) shall be the Global Engineering Deans Council, hereinafter referred to as “GEDC”.

The mission of GEDC is to serve as a global network of engineering deans and to leverage on the collective strengths for the advancement of engineering education and research.

II: OBJECTIVES

1. To provide a forum for exchange of information and discussion of experiences, challenges and best practices in leading an engineering school.
2. To provide a means for engineering deans to partner in innovation, and collaborate with industry and other stakeholders.
3. To build a network that would support engineering deans to play a leadership role in developing regional and national policy to advance economies.

To pursue its objectives, the Council shall seek to:

- a) Facilitate global preparation of engineering students through exchanges.
- b) Form a Deans Training Institute for the mentoring of engineering deans.
- c) Establish regular meetings to discuss issues, challenges and best practices.
- d) Form a Global Academy of Engineering.

III: MEMBERSHIP

1. The Council comprises the following members:
 - a) A person in charge of engineering college, school, or faculty in a university.
 - b) A person in charge of an education institution of higher learning that is primarily focused on engineering education and research.

- c) A person in charge of engineering deans (*broader definition is applicable) councils in respective countries and/or regions.
2. Any member may withdraw from the Council by informing the secretary or the Chair in writing. Withdrawal shall take effect at the end of the existing term of the individual's/organization's membership, unless that individual or organization specifies an earlier date.

IV: ELECTIONS AND SUCCESSION OF OFFICERS

1. The officers of this Council herein referred to as "Executive Committee" shall consist of a chair, a vice-chair, a secretary, and up to a maximum of 20 members (representing various geographic regions), all serving for terms of two years each.
2. The GEDC Executive Committee will elect Chair and Vice-Chair to serve for a period of two years.
3. The chair of the GEDC Executive Committee will identify and appoint the Secretary for the Executive Committee and also members of the Nominations Committee which shall comprise three members. The American Society for Engineering Education (ASEE) will serve as the GEDC Secretariat for the next three years or so.
4. The Nominations Committee will solicit names from GEDC and shortlist them for election to the Executive Committee.
5. In case of vacancy in the office of the chair, the vice-chair shall succeed to the position of chair and serve until the next annual meeting. In the event that a vacancy occurs in the chair during the first year of a two-year term and too late for the regular election, a special election may be called to fill the position of chair for the second term.
6. The vice-chair shall serve as chair in the absence of the chair at any function or meeting of the Executive Committee or Council.
7. The chair of GEDC Executive Committee will be the Vice-President of IFEES and represent GEDC in IFEES Executive Committee
8. The President, President-Elect and Secretary General of the IFEES shall be ex-officio advisory members of the Executive Committee without vote.

V: FUNCTIONS OF EXECUTIVE COMMITTEE

1. The functions and duties of the Executive Committee of the Council shall be as follows:
 - 1a) The Executive Committee shall act as the executive body of this Council, being responsible for all functions and activities to satisfy the objectives set for this in Article II of these bylaws.
 - 1b) The Executive Committee shall prioritize the activities of the GEDC.
 - 1c) During intervals between meetings of the Council, the Executive Committee shall formulate the general policies of the Council.
 - 1d) The Executive Committee shall, before May 1 of each year, prepare a budget for the following fiscal year to be submitted to the Executive Committee of IFEES by the Chairman of the Council.
 - 1e) The Executive Committee shall submit a report of its activities at each annual meeting of the Council.
 - 1f) A quorum of the Executive Committee for the transaction of business shall be four (4) of its voting members.

VI: MEETINGS

1. A meeting for the transaction of the business of the Council shall be held each year. The time and place of the annual meeting of the Council shall be announced to the membership of the Council not less than thirty (30) days before the date of the meeting.
2. Special meetings of the Council may be called by the chair of the Executive Committee as need upon reasonable notice to the membership of the Council.
3. A quorum at any regular or special meeting of the Council shall be the number present at the time and in the place designated for the meeting.
4. Meetings of the Executive Committee of this Council may be called by the chair as needed upon fifteen (15) days notice to the membership of the Executive Committee.

VII: COMMITTEES

The chair, with the advice and approval of the Executive Committee, shall appoint such committees as are deemed necessary and designate the chair thereof.

VIII: AMENDMENTS TO BYLAWS

1. These bylaws may be amended by a two-thirds vote of the members of the Council present and voting at any annual meeting.
2. Amendments to be presented for action at the annual meeting shall be published in the official journal of the Society or circulated to the members of the Council by mail, not less than fifteen (15) days prior to the annual meeting.
3. These bylaws also may be amended by a two-thirds majority of all votes cast in a mail ballot provided that ballots are received from at least 50% of the members of this Council.
4. A closing date not less than sixty (60) nor more than ninety (90) days after the ballot mailing date shall be specified and only those ballots received by that date shall be counted.
5. Amendments may be submitted by a majority vote of the Executive Committee of the Council or by a petition to the Executive Committee signed by not less than ten (10) members of the Council.