

**SOUTHERN SECTION
INSTITUTE OF TRANSPORTATION ENGINEERS**

DIVISION CHARTER

Online version is provided FOR REFERENCE ONLY.

In the event of discrepancies between the online version and the official version contained in the current ALSITE Operating Manual, the latter shall govern.

ARTICLE I - PREAMBLE

SECTION 1.1 As authorized by the Charter and Bylaws of the Southern Section Institute of Transportation Engineers, hereinafter referred to as the Section, the Executive Board of the Section, as recorded in minutes of its meeting on December 8, 1972 grants this Charter for a DIVISION of the SECTION, hereinafter referred to as the Section.

SECTION 1.2 This Charter shall be effective beginning January 1, 1973 and shall remain in effect including any amendments until rescinded by the Executive Board of the Section.

SECTION 1.3 This Charter shall, on the date it becomes effective, supersede any previous constitution of a Division enrolling members from the designated area and shall annul any bylaws of such a Division which may be in conflict with it.

ARTICLE II - NAME AND OBJECT

SECTION 2.1 This Division shall be named the ALABAMA DIVISION SOUTHERN SECTION OF THE INSTITUTE OF TRANSPORTATION ENGINEERS.

SECTION 2.2 The function of this Division shall be the furtherance of the objectives of the Institute, to encourage members to participate in traffic and transportation matters on the local level, to assist and encourage subprofessional responsible for traffic and transportation functions to affiliate with members of such an organization, to conduct technical programs relating to traffic and transportation problems encountered in smaller cities, to cooperate with other professional groups on matters of common interest, to assist in the professional development of individual members and subprofessional affiliates, to develop ways and means to advance the traffic engineering profession on the local level through technical papers, short courses and through traffic engineering instruction at technical schools, to assist lawmakers at all levels to promulgate laws favorable to traffic safety, and to encourage affiliates not yet qualified for membership in the Institute to work toward that accomplishment.

ARTICLE III - MEMBERSHIP

- SECTION 3.1** Any Section Member shall be eligible for membership in the Division, and shall automatically become a member of the Division upon filing an appropriate application with the Secretary-Treasurer of the Division and upon payment of Division fees and dues.
- SECTION 3.2** The Division may adopt one or more types of Division affiliation for persons who are not Members of the Section, but who are accumulating experience toward Institute membership, or who are in subprofessional work in traffic or transportation, or who are enrolled as a student in a graduate or undergraduate school of recognized standing, or who are professionally engaged in related fields, or who are in a position to cooperate with members of the Division by virtue of official positions or commercial employment.
- SECTION 3.3** The Division shall establish the manner in which persons may apply for or be invited into Division membership or affiliation as well as the manner in which such membership or affiliation may be terminated, but no restrictions on Division membership shall be placed on any Member of the Section who is in good standing with the Institute and Section other than is stated in paragraphs 3.1 and 3.4.
- SECTION 3.4** Members of the Section shall be entitled to all the privileges of the Section, except that only Division Members who reside in the area designated for the Division may serve as officers.
- SECTION 3.5** Affiliates shall be entitled to all the privileges of the Division except that they may not vote on any matter other than the election of an Affiliate Director who shall be an ex officio nonvoting member of the Division Board of Directors.
- SECTION 3.6** Divisions shall not have a membership grade of Honorary Member.

ARTICLE IV - GOVERNMENT

- SECTION 4.1** The government of the Division shall be vested in its elected officers and directors, who shall constitute a Board of Directors, as provided in the Bylaws of the Division.
- SECTION 4.2** The Division Board of Directors shall manage the affairs of the Division in conformity with the provisions of this Charter and Bylaws of the Division and the policies of the Institute and Section.
- SECTION 4.3** Bylaws of the Division shall provide the manner of nominating and electing officers and directors of the Division and shall specify their terms of office.
- SECTION 4.4** The Division shall adopt Bylaws to govern appointment of committees, number and time of meetings, assessment of fees and dues, method of amending Bylaws and other such matters as the Division may desire, provided such Bylaws do not conflict with this Charter, the Section Charter or Bylaws, or the Constitution of the Institute, or Institute or Section policy.
- SECTION 4.5** Bylaws of the Division may be adopted or amended after adoption only if the proposition is submitted in writing to all voting members of the Division at least thirty (30) days in advance of the meeting at which action is proposed. Adoption or amendment shall require a two-thirds affirmative vote by those voting, provided that the total number voting is not less than a majority of the voting membership of the Division.
- SECTION 4.6** Bylaws of the Division shall not take effect until filed with the Section Executive Board. At any time thereafter the Section Executive Board may annul any part of the Division's Bylaws which it considers to be contrary to the Section Charter or Bylaws, or best interests of the Section by giving notice in writing to the elected officers of the Division.

ARTICLE V - RELATION OF DIVISION TO SECTION

- SECTION 5.1** The Division shall not assume to speak for the Section unless authorized in the particular matter in question by the Section Executive Board.
- SECTION 5.2** The Division shall not identify itself with national groups or organizations, by may identify itself with local or area-wide groups or organizations.
- SECTION 5.3** Names and addresses of all elected officers of the Division and the dates on which the terms of each begins and expires shall be reported in writing to the Section Secretary-Treasurer within thirty (30) days after election.
- SECTION 5.4** The Division shall submit a written annual report to the Section Secretary-Treasurer thirty (30) days in advance of the Section Annual Business Meeting. The report shall include a summary of the Division's activities for the previous year and a current roster of the Division's active membership showing the status of each person affiliated with the Division. If necessary, the Section Executive Board can specify other items to be included in the report.
- SECTION 5.5** All Division publications (such as Newsletters, Technical Papers, Announcements of Technical Programs, etc.) shall be distributed to the Section Executive Board and editor of the Section Newsletter.
- SECTION 5.6** The Section will not be responsible for debts contracted by the Division nor will it give financial assistance to the Division. No dues or fees will be required to be paid by the Division to the Section.

ARTICLE VI - AMENDMENT OF CHARTER

- SECTION 6.1** The Division's elected officers will be notified in writing by the Section Executive Board of any proposed amendment to this Charter so that the Division may have any opportunity for a hearing before the Section Executive Board concerning the proposed amendment. The amendment with or without change shall become effective six (6) months after such notification.
- SECTION 6.2** The Division may petition the Section Executive Board to amend this Charter. The Section Executive Board will act on the petition at its next scheduled meeting and thus initiate the procedure described in Section 6.1 of this Charter, giving the Section an opportunity for a hearing if the petition is denied.

Subscribed for the Executive Board of the
SOUTHERN SECTION INSTITUTE OF TRANSPORTATION ENGINEERS
Charles R. Miller, Jr., Secretary-Treasurer
January 1, 1973