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~What's Inside~

SWE Outlook

March 2007

- 2 > SWE Calendar
- > Upcoming Events
- 3 > Bylaws Update
- 10 > Philadelphia Future City Competition
- > Announcement
- 11 > Officer Contact List
- 12 > Engineer's Club

Letter from the President

As we move from the Engineer's Week activities of February and into Women's History Month in March, SWE continues its programs and membership activities. We are pleased to have sponsored and supported the Engineering Mini-Camp at Widener on February 24th; approximately 150 students and 100 parents participated in the day's activities with strong support from SWE volunteers. Thanks to Vicki Brown for arranging this annual program and congratulations on its continued success! Looking ahead, please join us at Penn State Great Valley on Tuesday March 20th for our event featuring Professor Norita Ahmad and the topic of Non-Traditional career paths.

Students should visit www.philaswe.org in order to download and complete the scholarship application and recommendation form. Applications are due to Chair Krista Pohl postmarked by March 24th, 2007. We strongly encourage all women students pursuing engineering or computer science at any of the schools listed to apply for this award. You do not need to be a student member in order to apply! Winners will be congratulated at our Awards Dinner on Wednesday April 25th.

Section members will soon receive a ballot for proposed changes to our section bylaws. Our main changes involve plans for a new Executive Council structure employing a senior vice president and two additional vice presidents. We believe that use of the three vice presidents will allow officers and committee chairs to better communicate and coordinate work for the various initiatives that we choose to undertake in FY08. Current Vice President Tessa Winkler offers more information on the proposed changes and will coordinate the ballots for the vote. Please feel free to contact either of us with questions about the proposed changes. In preparation for officer elections, the Nominating Committee will prepare the slate of candidates for elections and present this to the section in order to elect officers.

While the next newsletter will have reflections on this year's Region E conference at NJIT, I can say now that it was quite successful! SWE members Janet Hamill and Doreen Nixon presented workshops on Six Sigma Methodology and Mentoring, respectively. I am happy that at least twelve section members attended conference this year and hope that they gained as much from the weekend as I have. I enjoyed all aspects of the conference including workshops, speakers, and the general SWE network that the conference offers.

Finally, please join me in congratulating Heather Bernardin on her election as the Region E Lieutenant Governor! She will join the Governor (to be elected via national ballot), Secretary, and Treasurer in the region leadership and brings a wealth of SWE experience to the position. This is an important link that the Philadelphia section members now have to Region leadership and I believe this will help us gain a better understanding of how sections and Region officers work together.

Jennifer Garner
 SWE-Philadelphia Section President
foilfencer27@verizon.net



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SWE Calendar

March 2007

3/20/07 Follow Your Dreams - Pursue the Career You Love! Penn State Great Valley

May 2007

5/13/07 Susan G. Koman Philadelphia Race for the Cure Philadelphia Art Museum

Upcoming Events

Free to Decide

Penn State Great Valley's Diversity Action Committee and
Philadelphia Society of Women Engineers Present

Follow Your Dreams - Pursue the Career You Love!

Dr. Norita Ahmad
Lecturer in information science, Penn State Great Valley

Lecture and Dinner

Tuesday, March 20, 2007 from 6:00 - 8:00 p.m.

at Penn State Great Valley

Safeguard Scientific Building, Room 105

30 E. Swedesford Road, Malvern, PA 19355

Limited space is available. R.S.V.P. is required.

To register, please e-mail ach14@psu.edu by March 14, 2007.

Men and women differ in some ways, but we've learned that gender stereotyping means little when it comes to careers. An investment of time, effort, and thought, a career is one of life's major expressions of who we are. We should follow our dreams and stop worrying about what fits within traditional gender roles. Non-traditional careers should not intimidate us! Dr. Ahmad will discuss:

- Non-traditional careers for men and women
- The pros and cons of non-traditional careers
- How to promote non-traditional careers

Dr. Ahmad earned her Ph.D. in decision science engineering systems from Rensselaer Polytechnic Institute, and her master's degree in telecommunications and network management and baccalaureate in computer sciences from Syracuse University. Prior to joining Penn State, Dr. Ahmad worked as a data analyst at Carrier Corporation in Syracuse, New York and a software engineer at Motorola Malaysia. Dr. Ahmad has presented research internationally and published in a variety of scholarly journals. She is a member of IEEE, Information Management Association, and Decision Sciences Institute.



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Bylaws Update

SWE Members:

The time has come for the Philadelphia Section to vote on the revision of our Section bylaws. **Please take a moment to review the proposed revised bylaws below and submit your VOTE for or against the proposed revision on the ballot provided by Monday, March 31st.**

Bylaws are the standing rules governing the regulation of a society's, region's or section's internal affairs. They describe the structure of the association and delineate the flow of authority for decision-making. All SWE sections are required to revise their current bylaws in accordance with the new template provided by the Society. The Philadelphia Section's executive council is using this opportunity to propose a change to our executive council structure as well.

The executive council is proposing that we eliminate all standing committees and instead, create multiple vice president positions, including one senior vice-president, who will assume the duties of president if the president is unable to serve. We hope that the addition of new officers will improve overall communication and help to distribute responsibilities more evenly among section leadership.

In November, the executive council requested that the Philadelphia Section membership review the proposed draft and submit comments. At that time, all changes from the section bylaws template proposed for the Philadelphia Section bylaws were shown. The draft bylaws were also submitted to the national bylaws committee for review. The committee has since approved our draft version. Now all we need is the same approval from you, our general section membership.

Again, please take a moment to review the proposed revised bylaws below and submit your VOTE for or against the proposed revision on the ballot provided by Monday, March 31st. The revised bylaws will be adopted if two-thirds of the voting ballots received prior to the deadline are in favor of the bylaws revision.

Please send any questions to tessa.winkler@gmail.com.

Sincerely,
The Philadelphia SWE Executive Council

_____ YES, I approve the proposed revised bylaws for the Philadelphia Section, SWE

_____ NO, I do not approve the proposed revised bylaws for the Philadelphia Section, SWE

* Please submit hard copy ballots via USPS to Tessa Winkler, RR4 Box 519, Altoona, PA 16601 or via e-mail ballot to tessa.winkler@gmail.com



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**BYLAWS OF THE E005, PHILADELPHIA SECTION
OF
THE SOCIETY OF WOMEN ENGINEERS**

ARTICLE I – NAME AND OBJECTIVES**

Section 1. Name

The name of this organization shall be the E005, Philadelphia section (hereinafter called “the section”) of the Society of Women Engineers (hereinafter called “the Society” or “SWE”).

Section 2. Objectives

The section is an organizational unit whose purpose is to further the objectives of the Society.

Section 3. Powers

The section is empowered by the Society to pursue the objectives of the Society under these bylaws and in consonance with the bylaws of the Society.

ARTICLE II – MEMBERSHIP**

Section 1. Members

Members of the section are those members of the Society assigned to the section. In accordance with the Society’s policies and purposes, the section shall not discriminate in connection with its membership and its services to the public at large. All members of the section shall have the right to attend all in-person section and executive council meetings.

Section 2. Grades of Membership

Members shall have the same membership grade in the section as they have in the Society and voting privileges as specified in the Society bylaws.

Section 3. Business Meeting

A meeting of the general membership to conduct the business of the section may be called by the president, the executive council, or by a group of five percent or five of the voting members of the section, whichever is greater. At least thirty days written notice shall be provided to all members prior to such a business meeting.

Section 4. Quorum

Fifteen voting members or thirty percent of the voting members of the section, whichever is less, shall constitute a quorum for the conduct of the business of the section.



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ARTICLE III – OFFICERS

Section 1. Officers**

The officers of the section are the president, senior vice president, two vice presidents, secretary, treasurer, and section representative(s) as designated in the bylaws of the Society.

Section 2. Eligibility and Term of Office**

- A. The president, senior vice president, vice presidents, and section representative(s) must be voting members of the Society. All other section officers must be voting members of the section.
- B. Section officers shall serve for a term of one fiscal year, to coincide with the Society's fiscal year.
- C. Officers may hold more than one office provided that there is a minimum of five elected officers of the section. No one may hold the office of president and treasurer at the same time.

Section 3. Duties**

- A. The president shall:
 - 1. Represent the section before the public and preside at meetings of the section and its executive council;
 - 2. Appoint the chairs of all committees, with the approval of the executive council, except the chair of the nominating committee;
 - 3. Approve the appointment of all committee members, except the members of the nominating committee;
 - 4. Authorize the disbursement of section funds within the budget approved by the executive council;
 - 5. Be an authorized signatory on all section accounts;
 - 6. Coordinate activities and execute the business and policies of the section between meetings;
 - 7. Review and approve the year-end section financial report;
 - 8. Provide oversight and guidance to the committee chairs as assigned; and
 - 9. Perform such other duties normally associated with the office of president or as may be assigned by the executive council or the governance documents.
- B. The senior vice president shall:
 - 1. Assume the duties of the president if the president is temporarily unable to serve;
 - 2. Provide oversight and guidance to the committee chairs as assigned; and
 - 3. Perform such other duties as may be assigned by the president, the executive council, or the governance documents.
- C. The vice presidents shall:
 - 1. Provide oversight and guidance to the committee chairs as assigned; and
 - 2. Perform such other duties as may be assigned by the president, the executive council, or the governance documents.



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- D. The secretary shall:
 - 1. Maintain the records of the section;
 - 2. Provide oversight and guidance to the committee chairs as assigned; and
 - 3. Perform other duties normally associated with the office of secretary or as may be assigned by the president, the executive council, or the governance documents.

- E. The treasurer shall:
 - 1. Be responsible for the collection, distribution, and safekeeping of section funds;
 - 2. Prepare, maintain, and report as directed on the financial position of the section in relation to the approved budget;
 - 3. Submit a financial report to the Society in accordance with established procedures;
 - 4. Provide oversight and guidance to the committee chairs as assigned; and
 - 5. Perform other duties normally associated with the office of treasurer or as may be assigned by the president, the executive council, or the governance documents.

- F. The section representative(s) shall
 - 1. Perform those duties expected of them as described in the Society bylaws, the council of representatives' procedures, and the region governance documents; and
 - 2. Perform other duties normally associated with the office of section representative or as may be assigned by the president, the executive council, or the governance documents.

Section 4. Nomination and Election

- A. The executive council shall elect at least three members to serve on the nominating committee. The nominating committee shall select its own chair, who must be a member with the right to vote in the national organization of the Society but does not need to have been elected to the committee by the executive council.

- B. Members of the nominating committee may not become candidates during their tenure of service on the nominating committee.

- C. The nominating committee shall propose at least one qualified candidate for each of the officer positions. The slate shall be presented to the members of the section by mail, electronic mail, or posting on the section web site by April 15 of each year.

- D. Additional candidates may be nominated by petition, provided that:
 - 1. The member is eligible for the position;
 - 2. The member has given written consent to being placed on the ballot;
 - 3. A minimum of two percent or five of the voting members of the section, whichever is greater, have signed a petition or endorsed an email to place the candidate's name on the ballot; and
 - 4. The petition, together with the written consent, is submitted to the chair of the nominating committee by April 30 or fifteen days after the slate is announced to the members of the section, whichever is later.



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- E. The chair of the nominating committee shall arrange for the distribution of ballots to occur at least twenty-one days prior to the required return date for the vote. Voting may be by mail, electronic mail or web-based provided that mail ballots are sent to those without electronic access. The chair of the nominating committee shall select a tellers committee to receive and count the votes, and to report the results to the president.
- F. The voting members of the section shall elect the section officers.
- G. A plurality shall elect for each office. Write-in votes for eligible candidates shall be allowed. In the event of a tie, the election for that position shall be determined by lot, conducted by the chair of the nominating committee.

Section 5. Alternate Section Representative(s)**

- A. Alternate section representatives may be elected during the officer election process.
- B. The executive council may elect alternate(s) for the purpose of attending a council of representatives or region council meeting if the section representative(s) or alternate(s) cannot attend.
- C. All alternates shall be designated in the order in which they will be called to serve, with alternates elected by the membership serving before those selected in any other manner.
- D. Alternate section representatives must meet the same eligibility requirements as section representatives.

Section 6. Vacancies

- A. The senior vice president shall assume the office of president for the remainder of the term in the event of a vacancy.
- B. A vacancy in the position of senior vice president, vice president, secretary, or treasurer shall be filled by election by the executive council.
- C. A vacancy in the office of section representative shall be filled by the next available alternate section representative. If there is no available alternate section representative, the executive council may elect an alternate to fill the vacancy.

ARTICLE IV – EXECUTIVE COUNCIL

Section 1 Composition

The governing body of the section shall be the executive council. The officers of the section shall constitute the executive council. Committee chairs shall be non-voting members of the council. An individual holding more than one position on the executive council has only one vote and counts as a single person for the purpose of a quorum.



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Section 2. Duties

The executive council shall:

1. Transact the business of the section;
2. Implement section policies as determined by the membership;
3. Elect the members of the nominating committee;
4. Approve the appointment of all committee chairs, except the chair of the nominating committee;
5. Ensure that the section is represented at region council and council of representative meetings; and
6. Approve the section budget and authorize expenditures not included in the approved budget.

Section 3. Conducting Business

- A. The executive council shall meet regularly to conduct the business of the section upon the call of the section president or by written petition of at least one-third of the voting members of the executive council.
- B. Unless otherwise restricted by law or these bylaws, the executive council may also conduct business by telephone, mail, electronic mail, fax, or other electronic devices.

Section 4. Quorum

- A. A quorum shall be a majority of the members of the executive council then in office, but not less than four, one of whom is the president, senior vice president, or section representative.
- B. No member of the executive council may vote by proxy.

Section 5. Removal

Any officer may be removed for cause by a vote of two-thirds of the voting members of the section responding to a recall ballot, provided that votes have been received from at least the number of members required for a quorum. Such removal shall be effective immediately upon the recording of such vote. Removal procedures not covered by law or these bylaws shall be developed and approved by the executive council.

ARTICLE V – COMMITTEES

Section 1. Committees

- A. There are no standing committees.
- B. The executive council may establish other committees as the need arises.

Section 2. Appointment

The members of the committees shall be appointed by the chair of the committee with the approval of the president.

Section 3. Duties

The executive council shall prepare a description of the duties of each committee and reporting relationships.



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Section 4. Reports

Each committee chair shall present a status report to the membership when requested by the executive committee contact. Each committee chair shall also prepare an annual report providing input to the section representative for the section's final report to the Society.

ARTICLE VI – DISSOLUTION**

In the event of dissolution, the assets of the section shall be first used to pay any remaining debts, after which any remaining funds shall be disbursed to SWE regions, SWE sections, the SWE members at large organization, the Society, or SWE endowment funds as **recommended** by the section's executive council and approved by the SWE board of directors.

ARTICLE VII – PARLIAMENTARY AUTHORITY**

The rules contained in the tenth edition of *Robert's Rules of Order Newly Revised* shall govern this section in all cases to which they are applicable and in which they are not inconsistent with these bylaws and any special rules of order the section may adopt.

ARTICLE VIII – AMENDMENT**

- A. These bylaws may be amended by a two-thirds vote of the members present and voting at a meeting or of the ballots received prior to the stated deadline.
- B. Amendments may be proposed by a majority of the executive council or five voting members of the section. All proposed amendments must be submitted to the secretary.
- C. Written notice, delivered either by mail or electronically, must be given to all members of the section at least thirty days prior to the date of the meeting or the specified date for voting to be completed.
- D. Amendments adopted by the section shall be sent to the Society secretary according to established procedures, and shall become effective after approved by the Society secretary.
- E. Sections marked with a double asterisk (**) are identical to the professional section bylaws template approved by the Society Board of Directors March 11, 2006. Changes to these sections of the professional section bylaws template shall become part of these bylaws upon approval of the Society. The section secretary shall incorporate such changes into the section bylaws and forward the updated bylaws to the Society secretary within six months of notification of the change to the section bylaws template.

Based on Professional Section Bylaws Template version 03-11-06



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Philadelphia Regional Future City Competition

The 2007 Philadelphia Regional Future City competition was a great success. Twenty nine schools from the Philadelphia area competed on Saturday, January 27, at Villanova University. The winning team from Kutztown Middle School in Kutztown, PA, competed at the National Competition and recently won fourth place! We had a great turnout of SWE members as volunteers. Jennifer Wetzel and Susan Best are members of the Steering Committee. Rhonda Ford from the New Jersey section was the Mentor for the team from Barkalow Middle School in Freehold, NJ. Claire Mackler from the New Jersey section was a Preliminary Judge. Rina Dalal and Shanna Pendleton from the New Jersey section evaluated the SWE sponsored special award, Quality of Life. The team from Grover Washington Jr. Middle School in Philadelphia was this year's winner. A large contingent of SWE members from Drexel also helped out as general volunteers - thanks to Idil Aktan, Amanda Barr, Elizabeth Henning, Jessi Kaestle, Julie Miller, Stephanie Schweibert, and Stephanie Toth.

We're always looking for more volunteers to help guide the engineers of the future in this great program. Please visit our website at www.futurecityphilly.org for more details.



Announcement

The Philadelphia Post of the Society of American Military Engineers is sponsoring the SAME 2007 Joint Engineer Education and Training Conference & Expo on May 1-4, 2007 at the Philadelphia Convention Center in Philadelphia.

For additional information, visit www.phillysame2007.org



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Engineers' Club of Philadelphia

Phone: (215) 985-5701

Email: info@engrclub.org

Fax: (215) 985-5704

Engineering Tours of the Delaware Valley are visits to facilities and sites with a wide variety of technical features to stimulate your interest. They are geared to the technical professional. For P.E. license renewal, 2.5 Professional Development Hours (PDHs) are awarded for each tour. Attend one or more tours. Club membership is not required!

The Stoogeum, Gwynedd Valley, PA – Tour of the museum dedicated to The Three Stooges

- Sat, Apr 7, 10am

Villanova University Structural Lab, Villanova, PA – New multi-million dollar testing facility

- Sat, Apr 21 (tentative) at 10am

PATCO's Lindenwold Shop Complex, Lindenwold, NJ – Reconstruction of High Speed Line rail cars

- Sat, May 5 (tentative) at 10am

Chanticleer Gardens, Wayne, PA – Horticultural displays on Philadelphia's Main Line

- Fri, May 11 at 6pm



SWE Philadelphia Section
The Engineers' Club of Philadelphia
215 South 16th St, Suite 36
Philadelphia, PA 19102

Address Correction Requested

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