

Rec. by CSS
1-5-61
MJA

NOTE—Write concisely, accurately,
and distinctly, with pen and ink.

November 10 1960

I respectfully request that the University of Illinois grant recognition to the organization to be known as the University of Illinois Student Section of the Society of Women Engineers.

Reasons or necessary remarks:

a) Names of Officers: Virginia E. Dodd, Chairman
Marjorie Anne Cabbage, Vice Chairman
Constance J. Mayer, Secretary - Treasurer

b) Names of Members: Cabbage, Marjorie Anne
Dodd, Virginia E.
Engleman, Sharon Lou
Gordon, Sharon Ehrnwald
Griffin, Janet Sue
Hamilton, Mary Lynn
Kowalski, Lucille Anne
Lucchesi, Adrienne Lois
Mayer, Constance J.
Miller, Kathryn Ann
Morse, Martha Ann
Norton, Barbara Louise
Shinkevich, Betty Ann
Stake, Dalia Terese
Wognum, Emilie C.

c) see attached sheet for additional information

Name: Miss

Mrs. Virginia E. Dodd

Mr.

Address: Street 11 Tulip Tree Drive

City Champaign State Illinois

Phone Nos. FL - 9 - 1859

- c) Faculty Sponsor: Miss Grace Wilson, ~~Assist.~~ Prof. of General Engr.
- d) Fees: Annual dues shall be \$4.00, of which \$3.00 is to be paid to the Society of Women Engineers (national branch). The remaining \$1.00 is to remain with the Student Section for chapter expenses.
- e) Statement of Purpose:

The objectives of the Society are the advancement of the engineering profession and the related arts and sciences, the maintenance of high professional standing among its members, and the encouragement of all young women who show an aptitude for and a desire to study engineering.

Grace Wilson

Miss Grace Wilson, Faculty Advisor

By-Laws For Student Sections
Of Society Of Women Engineers

Article I
Organization

Section 1. Name and Authority. The name of this organization is the University of Illinois Student Section of the Society of Women Engineers, operating under a Charter granted by the Board of Directors of the Society of Women Engineers (abbreviated SWE).

Section 2. Purposes. The objectives of the Society are the advancement of the engineering profession and the related arts and sciences, the maintenance of high professional standing among its members, and the encouragement of all girls who show an aptitude for and a desire to study engineering.

Section 3. Government. The relations of this Student Section to SWE shall be governed by the National By-Laws of the SWE, the Rules of the Society and the Rules and Regulations of the University of Illinois.

Article II
Membership

Section 1. Regular membership in the Student Section shall consist of Student Members who have followed the regular procedure of applying for Student Membership and who have been accepted by the Society.

Section 2. Each application for Student Membership shall be submitted through the Secretary-Treasurer of the Student Section who, upon getting the endorsement of the Honorary Chairman, shall forward the application and dues to the National Admissions Committee.

Section 3. All Student Members must be enrolled in the engineering curriculum.

Article III
Dues

The annual dues shall be \$4.00, payable in advance, \$3.00 of which are to be paid to the Society of Women Engineers, through the Student Section Secretary-Treasurer, and \$1.00 of which shall be kept by the University of Illinois Student Section.

Article IV

Officers and Duties

Section 1.

(a) The Officers of this Section shall be a Chairman, a Vice-Chairman and a Secretary-Treasurer.

(b) The Officers shall be elected in April for one year, to take office at the last meeting of the school year, and they shall be elected by a simple majority of a quorum.

(c) A quorum is defined as two-thirds of the active members, the active members being the ones attending previous meetings regularly.

Section 2. The Chairman shall preside at all meetings of the Student Section, shall appoint all committees subject to approval of the Executive Committee, and shall also have the right to delegate all other executive duties not herein assigned.

Section 3. The Vice-Chairman shall perform all duties of the Chairman in the absence of the officer or at her request, or assist the Secretary-Treasurer. She shall serve as representative to Engineering Council.

Section 4. The Secretary-Treasurer shall keep a record of all meetings of the Student Section and report them to the National Recording Secretary promptly after each meeting, shall act as secretary of the Executive Committee, shall receive all moneys for the Student Section, shall pay all bills authorized by the Honorary Chairman, and shall keep an exact account of all receipts and expenditures and report them to the National Recording Secretary. She also shall receive all applications for Student Membership together with dues for each and shall transmit them to the National Admissions Committee after she has had them endorsed by the Honorary Chairman.

Section 5. A second representative to the Engineering Council shall be elected in the fall at the first meeting.

Article V

Executive Committee

The affairs of the Student Section shall be managed by an Executive Committee, which shall consist of the Chairman, Vice-Chairman, Representative to Engineering Council, Secretary-Treasurer and the Honorary Chairman. The Chairman, Vice-Chairman, and Secretary of the Student Section shall occupy the same offices on the Executive Committee.

Article VI

Election of Honorary Chairman

The Student Members of the Section shall elect in April of each year an Honorary Chairman, with the approval of the National Board of Directors. The Honorary Chairman must assist the Student Section officers in making an annual report of the Student Section's activities at the end of the fiscal year to the Student Affairs Chairman.

Article VII

Meetings

The Student Section shall meet once a month during the school year except in January. The time and place shall be designated by the Executive Committee.

Article VIII

Committee

The Chairman of the Section shall appoint Committees and Committee Chairman, with the approval of the Executive Committee, for such committees as may be necessary to carry out or further the work of the Section.

Article IX

Amendments

These By-Laws may be amended by a two-thirds vote of the Student Members, provided the amendment shall have been proposed at least one meeting previous to the time of voting. Any changes or additional laws must have the approval of the National Board before becoming effective.