



## **SOCIETY RULES COMMITTEE Member Responsibilities**

### **GENERAL OVERVIEW**

1. General Description of the position: The Society Rules Committee (SRC) is responsible for reviewing all matters requiring development, interpretation and change in Society Bylaws, Rules of the Board, and other Society documents.

Members have the honor of sharing in the deliberations and policy making of a major technical society.

2. Composition of the committee: The committee is composed of 6 voting members, a coordinating officer, and a liaison from each of the three councils (Members, Publishing and Education, Technology).
3. Term of Service: 3 years. Members are appointed each year by the President-Elect.
4. Required Qualifications: Either the chair or the vice chair shall be a current or former Board member.
  - Members should have demonstrated Society rules ability.
  - At least half of the members should have been prior members of the committee.
  - New members should be incoming officers of the Society or former Directors. At least two SRC members should be current Board members.
  - All members shall have been members of the Society for 8 years prior to appointment.
5. Helpful qualifications, experience, interests, or skills: Demonstrated rules ability, attention to detail and familiarity with ROB, MOPs and committee/council operation.

### **SPECIFIC TIME, MONEY, AND TASK COMMITMENTS**

#### **Attend the ASHRAE Annual (Summer) and Winter Meetings.**

- The Society Rules Committee meets on Tuesday at winter and annual meetings.
- Transportation costs are paid by ASHRAE. Transportation is cost of transportation to the meeting only. Room and board are not reimbursed.
- The Society Rules Committee does not have a subcommittee structure.

#### **Requirements between Annual and Winter meetings.**

- The Society Rules Committee has a conference call between meetings at the Chairs discretion.
- Most of the committee's work is done during the two face-to-face meetings and the conference calls.

There can also be some lively email correspondence when the committee is debating proposed rule changes. In addition, committee members may be asked to review documents or rewrite rules for consideration by the full committee.



**Other committee activities of which a prospective member should be aware.**

- Committee members usually are active in other Society activities that occur at the Winter and Annual meetings. This usually provides valuable input to the SRC meetings.
- SRC reviews proposed ROB and MOP changes by councils and committees reporting to the Board
- SRC reads motions of the Board to find and act on ROB and Bylaw changes.

We welcome interested parties to find out more about the SRC by visiting a meeting.

Updated January 2022