

# FPEI Rules of Procedure and Operations

## Name

The name of the section shall be "Florida Professional Engineers in Industry, a practice section of the Florida Engineering Society," hereinafter referred to as "the section" or "FPEI."

## Objectives

The overall objectives of the section shall be:

- a. To provide an effective forum for discussion and action on problems of common interest to engineers employed in industry.
- b. To promote the professional development, recognition and economic interests of its members.
- c. To provide a means of communication for its members and liaison with the Professional Engineers in Industry practice section and with other similar state sections.
- d. To promote cooperative relations between engineers and management in furtherance of high standards of professional service employment.

## Organization

The section is organized under the provisions of the Charter of the Florida Engineering Society. Nothing shall be construed herein as being in conflict with the Charter and Bylaws of the Society, and the applicable provisions of said Charter and Bylaws shall be followed in all activities of the section.

## Membership

Membership in the section shall consist of Individual Members and Sustaining Firm Members.

a. Individual Membership in the section shall consist of members of FES in good standing and other qualified engineers who are employed in industry or who have professional interests within the scope of the section.

(1) Membership requirements shall be the same as those of FES.

(2) All persons who are members of FES in good standing shall, upon application, be admitted to the section in the grade of membership appropriate to their grade of membership in FES.

b. Sustaining Firm Member. This class of membership shall be limited to industrial firms in Florida who have professional interests within the scope of the section. Application for membership as a Sustaining Firm Member shall be subject to the approval of the Administrative Committee.

c. Voting. Each Individual member of the section shall be entitled to one vote on matters submitted to a vote of the members. The Sustaining Firm Member will not be entitled to vote except through vote of Individual Members who are affiliated with said Sustaining Firm Member.

d. Holding Office. Only those FPEI members who are eligible to hold office in FES shall be eligible to hold office in the section.

## Administration

a. Administrative Committee. There shall be as officers of the section a Chair, a Chair-elect, a Vice Chair, a Secretary/Treasurer, and a FPEI Governor. Said officers, along with the most recent available Past Chair, shall constitute the Administrative Committee of the section. The Administrative Committee when not meeting with the general membership shall be the governing body of the section. Chapter liaison representatives present at meetings of the Administrative Committee shall have voting privileges.

b. Said committee shall meet annually following the annual conference of the section and shall in addition hold at least three interim meetings at the time and place set by the chair. A quorum for a meeting of the Administrative Committee shall consist of a majority of the membership of the committee.

c. In general, actions taken by the section shall fall in one of two categories:

(1) Action taken in the name of the section.

(2) Action taken in the name of FES. In both cases it shall be the policy that action taken be compatible with the expressed policies of FES. In the absence of a governing policy statement, action taken shall be in consonance with the published policies of the National Society of Professional Engineers. In the event a contemplated action does not fall within the scope of established policies, it will be referred to the Board of Directors or the Executive Committee of FES for review and approval prior to implementation.

d. The chair shall report the activities of the section to the FES Board of Directors at each Board Meeting.

e. The officers shall perform the duties usually assigned officers in like positions, subject to rules which may be adopted by the section and approved by the Board of Directors of FES.

f. The administrative and fiscal years of FPEI shall coincide with those of FES.

g. All officers shall be elected annually as provided for hereinafter, except the PEI Governor shall be elected for a term of three years. The terms shall begin at the close of the administrative year in which they were elected.

h. In the event of a vacancy in the office of chair, the vice chair shall assume the chairman's duties. In the event of a vacancy in any other office, the Administrative Committee shall appoint a member to that office. An appointment shall not exceed one year.

## Election of Officers

a. Nominations for officers shall be made by a Nominating Committee consisting of the immediate Past Chair and two additional members appointed by the current chair. The Nominating Committee shall submit to the Secretary/Treasurer at least 90 days prior to the date of the annual conference the name of one candidate for each office to be filled. A list of the nominations shall be sent to all individual members or published in the FES publication, allowing 30 days in which to file additional nominations. Additional nominations may be made by letter addressed to the Secretary/Treasurer containing the name of the nominee and the signature of any five members in good standing.

b. If there are no additional nominees, the list of nominees as submitted by the Nominating Committee shall be declared the new officers by acclamation. If there are additional nominees, letter ballots

containing the names of the official nominees and the additional nominees shall then be sent by the Secretary/Treasurer to all qualified voters at least 30 days before the date of the annual conference.

c. Each ballot shall be returned to the Secretary/Treasurer enclosed in a single envelope endorsed on the back with the member's signature. Only qualified ballots returned to the Secretary five or more days prior to the date of the annual conference shall be canvassed, such date to be specified on the ballots. The qualified unopened ballots shall be delivered to the Tellers Committee. The chair shall appoint not less than two tellers who shall canvass all ballots and the results shall be announced at the annual conference. The candidate having the largest number of legal votes by letter ballot for each office shall be elected. The names of the elected officers together with vote tabulations and ballots shall be transmitted to the Secretary/Treasurer before the annual conference.

## **Dues**

a. A portion of each FPEI member's FES dues will be allocated to the practice section. Annual dues for section individual members may be established by the section Administrative Committee, and are subject to approval by the FES Board of Directors. Dues shall be payable on the first day of the fiscal year.

b. A delinquent member whose dues are not paid within the first three-quarters of the current fiscal year shall be dropped from the membership rolls.

c. A member shall be defined as in arrears if their current year's dues are unpaid.

d. A member in good standing shall be defined as a member who is not delinquent.

e. Dues for Sustaining Firm Membership shall be set by the Administrative Committee.

## **Meetings**

The section shall meet annually at the time and place established for the annual conference of FES. Additional meetings may be called by the Administrative Committee or by written request of five percent of the members in good standing, stating the purpose of such meeting.

## **Revisions and Amendments**

a. Amendments or revisions to these rules may be proposed by a majority vote of the Administrative Committee or by written petition signed by ten members of the section and submitted to the committee.

b. Amendments or revisions submitted by petition shall be reviewed by the committee within 30 days after receipt. All proposed amendments or revisions and the recommendations of the committee following review shall be mailed to all section members or published in the FESJournal 30 days prior to voting. Voting may be done by letter ballot or at the annual conference.

c. Any such amendment or revision to these rules shall become effective upon majority vote of ballots cast by letter ballot or majority vote of the members present and voting at the annual conference and after approval by the Board of Directors of FES.

## **Goals and Policies**

a. Promote professionalism among engineers in industry, based on the concept that individual responsibility is incompatible with the collective bargaining approach.

- b. Actively promote the idea that registration is a must if the engineer expects to achieve a true professional status.
- c. Determine the need for legislation on behalf of engineers in industry, and propose and support such legislation through the appropriate FES committee.
- d. Determine the need for expansion of the field of existing registration examinations and establishment of new examinations necessary to keep pace with the new and broadening fields of engineering coming into the state. Make recommendations based on these findings to the appropriate FES committee.
- e. Encourage participation by section members in public service activities on community, state, and national levels.
- f. Encourage each individual engineer employed in industry to set for themselves high standards of technical performance and professional conduct.
- g. Implement a program to inform industrial management throughout the state, as outlined in the “Ten Steps to a Professional Engineer-Management Relationship in Industry,” and to give appropriate recognition to those companies actively following these principles.

Adopted May 2, 1964, Annual Conference.  
Amended May 17, 1968.  
Amended May 25, 1973.  
Amended July 31, 1980.  
Amended August 2, 1984.  
Amended August 1, 1986.  
Amended August 1, 1991.  
Amended November 7, 2003  
Amended August 1, 2018

## **Florida Professional Engineers in Industry – Chapter Liaison Representatives**

Richard J. Musgrove, PE Big Bend  
Jeffrey H. Greenfield, PhD, PE, DEE Broward  
Adolfo A. Gonzalez, PE Calusa  
Eugene T. Tonn, PE Northeast Florida  
John W. Lane, PE Northwest Florida  
Rebecca J. McClintock, PE Pinellas  
Bruce E. Kennedy, PE Tampa

The duties of this assignment shall include the following:

1. Study and make recommendations to the FPEI Administrative Committee with respect to activities, programs, and procedures that are of interest or concern to engineers in industry.
2. Provide guidance, assistance and leadership to chapter officers and members in establishing and conducting activities, programs, and projects to serve the needs of chapter members in industry.
3. Coordinate activities and communications between state headquarters, the FPEI Administrative Committee, and FPEI members at the chapter level.
4. In coordination with the Chapter Membership Committee, develop and implement membership promotional objectives to bring the aims, objectives, and accomplishments of FPEI to the attention of all engineers in industry to enlist endorsement, support, and affiliation.

5. Encourage FPEI members and engineers in industry to participate in FPEI, FES, PEI, and chapter activities and meetings.
6. At the request of state headquarters, conduct fact-finding investigations of alleged professional misconduct or violations of the Code of Ethics involving FPEI members in their chapter area and prepare and submit reports on the findings of such investigations.
7. Monitor, investigate, and study activities, policies, conditions, and procedures in their chapter area which affect or concern the public or engineers in industry and initiate such action as may be appropriate to ensure that the interests of the public, the engineering profession, and engineers in industry are advanced and protected.
8. Keep the FPEI Administrative Committee informed of their activities.
9. Attend all FPEI Administrative Committee meetings.

Appointments to this assignment shall be as follows:

1. All appointments shall be made in cooperation with each chapter and approved by the Practice Section's Administrative Committee and the FES Board of Directors.
2. There shall be one member appointed from each chapter.
3. The term of the appointment shall be for one year, and shall coincide with the administrative year.
4. Subject to the approval of the Practice Section's Administrative Committee, representatives may be reappointed annually.

Adopted by the FES Board of Directors. May 15, 1969.  
Amended October 2, 1970.  
Amended May 25, 1973.  
Amended August 2, 1984.  
Amended August 1, 1986.  
Amended August 1, 2018.