

ASME Pressure Vessels & Piping Division

Bylaws

January 2004 Issue

Superseded Revisions

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Record-of-Revisions

Changes are noted with respect to the January 2002 (Updated April 2002) Version.

1. Title: Update for current version.
2. Term: Replace all occurrences of "Conference General Chair" with "Conference Chair."
3. IV.D.3: Replace "Incoming" with "designated, responsible."
4. IV.D.6: Change membership and chair specifications for the Long-Range and Finance Committee.

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I. Name

This Division shall be known as the Pressure Vessels and Piping Division (PVPD) of the American Society of Mechanical Engineers (also known as ASME International).

II. Objectives

These objectives are included in the Materials & Structures Group Operating Board Bylaws (Section I-5), and they are to be maintained with identical wording.

II.A General: The Pressure Vessels and Piping Division shall constitute a technical division of the American Society of Mechanical Engineers in pressure vessels and piping technology and associated systems in accordance with the Society's Constitution, Bylaws, and Rules and with the Bylaws and Operating Procedures of the Materials & Structures Group Operating Board ("Operating Board").

II.B Main objectives:

- II.B.1 Provide a forum for presentation and discussion of technical subjects at meetings, conferences, and symposia.
- II.B.2 Encourage and support the publication of technical information related to pressure vessels and piping.
- II.B.3 Promote the recognition of outstanding engineering achievement and significant individual contributions to pressure vessels and piping technology.
- II.B.4 Encourage and support the continuing education and professional growth of mechanical engineers in pressure vessels and piping technology.

II.C Other objectives:

- II.C.1 Provide liaison with other ASME technical divisions, committees, and groups, and collaborate with these segments of the Society in joint meetings, conferences, symposia and other activities.
- II.C.2 Complement and support pressure vessels and piping interests in other segments of the Society, particularly those related to domestic and international codes and standards activities.
- II.C.3 Encourage the exchange of information and the interaction between the ASME and other engineering societies and organizations, including contributions to public information, both nationally and internationally.
- II.C.4 Encourage and promote research activities associated with pressure vessels and piping technology, both within the ASME and by other professional organizations, such as the Pressure Vessel Research Council (PVRC) and the Materials Properties Council (MPC).

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III. Activities

- III.A The Division shall, when desirable, organize, sponsor and conduct sessions at national meetings of the Society.
- III.B The Division may organize a division conference and/or exhibition upon an invitation from a local section of the Society, subject to the approval of the Operating Board and the ASME Board on Communications.
- III.C The Division will, when appropriate, participate in joint sessions with other divisions or committees at meetings of the Society, when such joint sessions are mutually desired by the participating divisions or committees.
- III.D Subject to the approval of the Operating Board, the Division will participate in joint sessions with other organizations when desirable, both nationally and internationally.
- III.E The Division shall be responsible for the technical content of its transactions journal, the Journal of Pressure Vessel Technology (JPVT), subject to policy established by the Board on Communications.
- III.F Committees and task forces shall be maintained for the identification, organization, collection, and review of technical information pertaining to pressure vessels and piping.
- III.G The Division shall, when appropriate, promote the development and the conduct of continuing education and international groups.
- III.H The Division shall recognize outstanding engineering achievement in pressure vessels and piping technology and associated systems, and shall recommend suitable award for such achievement.
- III.I The Division will provide that its activities be directed by members of the Society, who have attained prominence and prestige in pressure vessels and piping technology, and who have shown, by their activity within the Division, the necessary ability and willingness to discharge such responsibilities.

IV. Organization

The Pressure Vessels and Piping Division shall be organized under the Constitution, Bylaws, and Rules of the Society, and in case of conflict between Division and Society Bylaws and Rules, those of the Society shall govern.

- IV.A Executive Committee: The Executive Committee operates in accordance with Division Operating Procedures. The management of Division affairs shall be vested in an Executive Committee of six members selected from the membership of the Society as follows: Prior to February 15th of each year, the Executive Committee of the Division shall nominate, to the

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Operating Board for approval, a new member of the Executive Committee. Official appointment is made by the Board Vice President. Upon approval, the new member serves one year as a non-voting member of the Executive Committee. Thereafter, he/she serves a five-year term, commencing on July 1 and ending on June 30, five years later.

IV.A.1 The Executive Committee, in making its selection for nomination of the new member of the Executive Committee, shall determine that:

IV.A.1.a: Each person so considered has had experience in one of the technical committees or special technical committees of the Division, preferably as Chair;

IV.A.1.b: The nominee has necessary financial resources or support to attend all meetings of the Executive Committee, and carry out assignments as required without cost to the Society;

IV.A.1.c: The nominee is willing and committed to serve six years in the capacities described in paragraph IV.A.2, for the benefit of the PVP Division;

IV.A.1.d: The nominee is a corporate member of ASME in good standing.

IV.A.2 A member of the Executive Committee shall serve as Vice-Chair and Secretary of the Division during the fifth year, and Chair of the Division during the sixth year; and in such other capacity as designated by the Executive Committee for the first four years.

IV.A.3 In case of vacancy by reason of resignation, incapacity, or death, vacancies shall be filled by appointment of the Executive Committee, subject to approval of the Operating Board, (see Para. IV.A.1).

IV.A.4 There shall be at least three meetings of the Executive Committee during the year. One meeting shall be held at or near the International Mechanical Engineering Congress and Exposition (IMECE), "The Congress," formerly Winter Annual Meeting), another meeting at the yearly (Summer) Division Conference, and a third meeting during or near the Technology Executives Conference of the Society, or at another appropriate time. Other meetings of the Executive Committee may be called by the Chair as needed or at the request of four members of the Executive Committee.

IV.A.5 Four members of the Executive Committee shall constitute a quorum, but at least three of these members must be actually present (including those participating via teleconference or video conference, or other appropriate meeting methods) and not represented by proxy. Proxy votes may be challenged on items not on the agenda for the meeting. Except where specifically stated otherwise, all actions of the Executive Committee shall be determined by a majority vote of those voting.

IV.B General Committee: The General Committee operates in accordance with the Division Operating Procedures. The affairs of the Division shall be coordinated by a General Committee, presided over by the Chair of the Executive Committee or, in his absence, by the Vice-Chair, or the next senior member of the Executive Committee present. This General Committee shall consist of the following voting members; the Executive Committee, the Past Division Chairs (PVPD Senate), the Officers of Technical Committees (and Special Technical

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Committees), the Technical Editor of the Journal of Pressure Vessel Technology and others as approved by the General Committee. Non-voting members may include one appropriate person from the ASME Staff Meetings Department, the ASME Engineering Programs Department, the ASME Technical Publishing Department, and others as approved by the Executive Committee.

IV.B.1 PVP International Coordinator: The Executive Committee may appoint a PVPD International Coordinator for a renewable term of two years. The International Coordinator reports directly to Executive Committee, is a member of the General Committee, and serves a two-year term renewable for one additional term.

IV.C Technical Committees: The Technical Committees are the technical nucleus of the Division. It is their responsibility to provide support to the Division as required by the objectives and activities of the Division, and to be represented at scheduled meetings. The Executive Committee of the Division shall establish technical committees to guide the several activities representing the particular disciplinary interests of the Division. Each of these Committees shall have officers, to include a chair, a vice-chair, a secretary (or vice-chair/secretary). The committee shall include at least six additional members, who are not considered as officers. The chair of each technical committee shall serve a term of two years, and may serve an additional two-year term upon re-appointment by the Executive Committee. Technical committees recognized by these Bylaws for proper conduct of the business of the Division and their respective areas of responsibility are as follows:

IV.C.1 The Codes and Standards (C&S) Technical Committee provides liaison between applicable national and international code organizations (committees) and PVPD. Liaison activities include contact with Code personnel, review of Code or PVPD documents and development of sessions at PVPD Conferences.

IV.C.2 The Computer Technology (CT) Technical Committee deals with the development of computer technology and its use to best advantage by the pressure vessels and piping industry. It helps engineers utilize the present computer technology capabilities and become aware of its future potential.

IV.C.3 The Design and Analysis (D&A) Technical Committee concerns itself with the development and application of design and analysis methods required for the pressure vessels and piping industry. It provides a forum for engineers to advance new theories and to maintain an awareness of the latest developments in pressure vessels and piping technology.

IV.C.4 The Fluid-Structure Interaction (FSI) Technical Committee promotes the study and application of the dynamics of fluid-structure interactions as they relate to the design and operation of pressure vessels, piping systems and components. Emphasis is placed on the fundamental and engineering aspects of flow-induced vibration, fluid-structure interactions, wave propagation and fluid dynamics, as well as characterization of fluid-structure interaction dynamical systems and their response.

IV.C.5 The High Pressure Technology (HPT) Technical Committee focuses on the research, development, design and operation of pressure vessels and piping high pressure components and systems.

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- IV.C.6 The Materials and Fabrication (M&F) Technical Committee disseminates information on current as well as potential materials and fabrication techniques pertaining to pressure vessels and piping systems.
- IV.C.7 The Operations, Applications and Components (OAC) Technical Committee promotes the exchange of information in special areas of pressure vessels and piping such as testing and safety of components, quality assurance and inspection, and the operation of pressure vessels and piping systems.
- IV.C.8 The Seismic Engineering (SE) Technical Committee enhances and promotes the study and application of seismic structural engineering as related to design and operation of pressure vessels, piping systems and components.

IV.D Permanent Administrative Committees: The Executive Committee shall establish Administrative Committees as necessary to conduct the Division's operations effectively. It is the Administrative Committee Chair's responsibility to maintain an adequate and active Administrative Committee membership, in accordance with membership specified for each Committee. Administrative Committees recognized as necessary by these Bylaws for proper conduct of the business of the Division are listed below. Other Administrative Committees may be appointed by the Division Chair, as required, with the approval of the Executive Committee. Administrative Committees operate in accordance with Division Operating Procedures.

- IV.D.1 The Program Committee supports the Division technology transfer objectives. The Chair is an Executive Committee member, assigned by the Executive Committee. Usually, an incoming member of the Executive Committee shall be designated as the Program Chair to so serve for the first four years of a six year term on the Executive Committee.

The Division Program Committee consists of the Division Program Chair, the various Conference Chairs and Technical Chairs for current and future PVPD conferences, the Technical Committee Program Chairs or the Technical Committee's Technical Program Representatives (TPRs) for specific Conferences, the ASME Staff Meetings Manager assigned for each Conference IMECE and other members appointed by the Division Program Chair.

The Program Committee is responsible for Division Programs, particularly the annual PVPD Division Conferences and Division program activities at the IMECE and other such meetings assigned to it by the Executive Committee.

- IV.D.2 The Publications Committee is responsible for: (i) the Transactions Journal of Pressure Vessel Technology; (ii) pamphlet paper review procedures; (iii) special publications, including symposium volumes and Decade of Progress volumes; (iv) the Division Newsletter, and (v) liaison with the Board on Communications Publications Committee. An incoming member of the Executive Committee shall be designated as the Publications Committee Chair for the first four years of a six-year term on the Executive Committee. Other members of the Publications Committee shall be the Technical Editor of the Journal of Pressure Vessel Technology, the Division Newsletter Editor, Technical Committee and Special Technical Committee Publication Chairs and

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others as selected by the Publications Committee Chair and approved by the Executive Committee.

The Technical Editor of the Journal of Pressure Vessel Technology is responsible for the technical content of this Transactions Journal, and is designated as the representative of the Division to the Board of Editors. The Journal of Pressure Vessel Technology is the essential repository for archival technical information developed by the Division, but may contain additional contributions from other ASME organizations, such as the ASME Code bodies and other technical divisions, and related organizations, such as the Pressure Vessel Research Council (PVRC) and the Materials Properties Council (MPC). The Technical Editor shall be nominated by the Executive Committee, approved by the Board on Communication, and appointed by the Council on Engineering for a term not to exceed five years. The Technical Editor shall normally serve one such term, but may be re-appointed for one additional term not to exceed five years. Associate Editors shall be nominated by the Technical Editor, endorsed by the Executive Committee, and approved by the Board on Communications, for a term not to exceed three years. They may be re-appointed for one additional term not to exceed three years. Ad hoc editors for special volumes and the Division Newsletter editor shall be recommended by the Publications Chair and approved by the Executive Committee.

- IV.D.3 The Honors Committee is responsible for accumulating and screening recommendations from Division members concerning persons and papers for honors and awards. A designated, responsible member of the Executive Committee shall be designated as the Chair of the Honors Committee to so serve for the first four years of a six-year term on the Executive Committee. The Honors Chair of each Technical Committee shall be a member of the Honors Committee. Three additional members shall be the three immediate past-chairs of the Division. The terms of appointment shall be three years. No member shall serve more than two consecutive three-year terms. The Executive Committee shall approve all appointments. The terms of the Chair and the members shall be in accordance with Paragraph IV.F.

The Chair shall be designated as the Division representative to the Honors Committee of the Board of Governors, and shall be responsible for reviewing recommendations, submitting recommendations to the Executive Committee, and forwarding nominations to the ASME Honors Committee. The Honors Committee shall, in the case of Society awards, including *The PVPD Medal*, present recommendations to the Executive Committee and, if so instructed, process the recommendations to the ASME Honors Committee. Division awards, such as *The Outstanding Service Award* and *Certificates of Recognition* and *Certificates of Appreciation*, and the various Literature Awards (G. E. O. Widera Literature Award), The Journal Editor's Literature Award, The Outstanding Conference Paper Award(s)) are processed and presented by the Honors Committee. All awards are approved by the Executive Committee.

- IV.D.4 The Professional Development Committee is charged with developing and coordinating programs for continuing education and professional growth of members of the Division and others, both within and outside the ASME, with an interest in pressure vessels, piping and related subjects. An incoming member of the Executive Committee shall be designated as the Chair of the Professional Development

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Committee to so serve for the first four years of a six-year term on the Executive Committee. The Professional Development Chair of each Technical Committee shall be a member of the Professional Development Committee. Other members of this Committee may be appointed on an ad hoc basis by the Chair.

- IV.D.5 The Division Senate is responsible for acting in an advisory capacity to the Executive Committee in any matters where their advice is requested. The members shall use the experience gained while having been Division Chairs to advise the Executive Committee. The Division Senate consists of all past chairs of the Division. The presiding officer shall be the Senate President. The Division Historian shall also be a member of the Senate and shall be responsible for recording the Division activities and history. The history shall be added to previous history and passed to the next Division Historian. The immediate past Division Chair shall become the Division Historian for a period of one year. The immediate past Division Historian shall become the Senate President for a period of one year. The Senate is the principal organizer of the Student Paper Competition (see V.L).
- IV.D.6 The Long-Range Planning and Finance Committee is charged with modifying and maintaining a current five-year plan for the Division. The Committee is also charged with assuring that the funds from all the Division Accounts are used in a way that benefits the Division Membership and is consistent with Society Policy. Members include the Division Chair and Vice Chair and up to four members from the Senate (selected by the Senate President) and approved by the Executive Committee. The Chair of the Long-Range Planning and Finance Committee is the Vice Chair of the Division Executive Committee.
- IV.D.7 The Membership Committee deals with the promotion of membership in ASME and the Division among the non-member engineers in the pressure vessels and piping industry. The Chair of the Committee shall be chosen by the Executive Committee. The term of office shall be two years. The individual shall serve no more than two consecutive terms. Additional members, as needed, shall be chosen by the Chair of the Membership Committee. Members of the Membership Committee include the Membership Chair, or designated person, from each of the Technical Committees.
- IV.D.8 The Publicity Committee deals with the publicity of the Division within ASME and outside of ASME, and coordinates Division Publicity activities, particularly related to Conferences. The Chair of the Committee shall be chosen by the Executive Committee. The term of office shall be two years. The individual shall serve no more than two consecutive terms. Additional members, as needed, shall be chosen by the Chair of the Publicity Committee.

IV.E Ad Hoc Committees

- IV.E.1 Special Technical Committees: The Executive Committee may establish Special Technical Committees (STCs) to focus on specific technical subjects. STCs are similar to the Technical Committees, in structure and operate as approved by the Executive Committee. Each STC shall have a chair appointed for a maximum two-year renewable term. STC chairs report to the Division Executive Committee Vice-

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Chair.

IV.E.2 Program Committees: Considered a part of the Division Program Committee, the Division normally forms an ad hoc Program Committee for each yearly (summer) conference. All ad hoc program committees report to the Division Program Chair, who is ultimately responsible for all conference programs. Such conferences normally include those listed in paragraphs IV.E.2.a, b, and c. The Executive Committee appoints a Conference Chair at least five years in advance of the conference. This person is usually the Executive Committee member who becomes the Division Chair, following the year of Conference preparation. The Conference Chair forms an ad hoc program committee for his/her conference, 18-to-24 months before the Conference. The program committee includes a Technical Program Chair (TPC), Conference Exhibition Chair (if needed), Technical Committee Technical Program Representatives (TPRs) and others, with approval of the Executive Committee. The Conference Chair submits reports on planning to the Executive Committee and to the General Committee. The Conference Chair submits a proposed conference site/hotel and a proposed conference budget for Executive Committee, Vice-President of the Material and Structures Group and ASME Board on Communications Conferences Committee approval. The site/hotel selection is generally submitted and approved in advance of the budget. Site visits by the Conference Chair and/or others, including an understanding of the accompanying costs, must be approved by the Division Chair in advance of each visit. When the Division participates in the IMECE, the incoming (junior) member of the Executive Committee handles coordination and planning. The junior member is so assigned during his/her first year of non-voting membership on the Executive Committee.

IV.E.2.a: The International Conference on Pressure Vessel Technology (ICPVT) is a technical organization in which *PVPD* participates. ICPVT was formed principally by *PVPD* as a means for internationalization of *PVPD* Conferences. ICPVT Council operates with "Statutes" independent of *PVPD* or ASME. However, Council members are persons from various countries (delegates), who are members of one of three Regional Committees--European/Africa (EARC), Asian/Oceanic (AORC), and Americas (AmRC). Delegates from member countries, are sponsored by explicitly designated Sponsoring Engineering Societies. The Chair of the Council is vested with the Regional Chair of the region where the conference is held.

ASME, through The Council on Engineering (COE) and the PVP Division, functions as the *Sponsoring Engineering Society* for the US's participation in ICPVT through the Americas Regional Committee. The US delegate to ICPVT is nominated by the PVP Division, and is approved by The Council on Engineering and the ICPVT Council.

COE and PVPD are also the principal sponsors, Secretariat, for the Americas Regional Committee (AmRC). The PVPD Executive Committee and the General Committee maintain liaison or membership in the Americas Regional Committee (AmRC) of ICPVT, and recommend/nominate/approve the Officers of AmRC. Officers include; Chair, Secretary, Program Chair and Financial Advisor.

IV.E.2.b: The Division Conference is held annually, preferably in July. Division conferences may include an industrial exhibition in addition to the regular technical

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sessions.

IV.E.2.c: Participation in Additional Meetings: When the Division participates in meeting activities with other groups in ASME or outside ASME, approval of such participation shall be obtained in accordance with ASME policy. For such activities the appropriate Committee leadership will be nominated by the General Committee and approved by the Executive Committee. Additional members will be appointed by the Committee leader and approved by the Executive Committee.

IV.F Terms of Office: Unless otherwise stated, terms of office shall be in accordance with Society Terms of Office (July 1 of the appointment year through June 30 of the expiration year). For example a two-year term would begin July 1, 2002 and end June 30, 2004.

V. Special Considerations

V.A Annual Report: The Chair of the Executive Committee is responsible for the Division's Annual Report to the Operating Board and the Council on Engineering.

V.B Newsletter: The Publications Chair is responsible for the Division Newsletter and its publication in accordance with Society Policy. Normally one newsletter per year is published at a time, usually 2-to-3 months in advance of the annual (Summer) Conference, or as specified by the Executive Committee. A Newsletter Editor is normally appointed by the Executive Committee to discharge these duties.

V.C Liaison Representatives:

V.C.1 Liaison representatives with other Divisions of the Society and with other organizations may be appointed by the Executive Committee for a specified period. Such representatives may be re-appointed for not more than two terms.

V.C.2 A PVPD Ex-Officio (voting) member of the ASME Board on Pressure Technology Codes & Standards (BPTCS) may be nominated by the Executive Committee for a renewable term of 5 years, or as specified by BPTCS. BPTCS and the ASME Council on Codes and Standards (CCS) approve the nominee.

V.C.3 The ASME Council on Codes & Standards may nominate one of its members as an Honorary member of the PVPD Senate for a term specified by the Council. The nominee and the term must be approved by the Executive Committee.

V.D Representative to the Materials and Structures Operating Board: The Division Chair is the Division Representative to the Materials and Structures Operating Board.

V.E Materials and Structures Operating Board Nominating Conference Delegates and Alternates: The Division Delegates to the Operating Board Nominating Conference are the incoming Division Vice Chair (at the time of the nomination meeting), and the next junior Executive Committee Member.

V.F Membership Roster: The Vice-Chair and Secretary, in cooperation with the Division

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Membership Chair and Division Publicity Chair, shall maintain the Membership Roster of the General Committee. Changes shall be submitted with each set of minutes and a new list issued with the minutes of the General Committee meeting at the Annual PVPD Conference.

- V.G Custodial Fund: A reserve fund of money from various programs sponsored by the Division shall be kept on deposit in a Custodial Fund with the Society Treasurer. Use of this money shall be decided by the Executive Committee, and any payment from the Custodial Fund requires written authorization signed by two members of the Executive Committee, by the Chair and another member of the Executive Committee of the Division. Signed requests are sent to the Division's Staff contact in the ASME Engineering Programs Department.
- V.H Correspondence: Copies of correspondence on appropriate Division affairs are to be sent to the PVPD Staff contact in the ASME Engineering Programs Department, the Division Executive Committee and the Senate Officers. When correspondence involves a Conference, copies are also sent to the PVPD Staff Meetings Manager.
- V.I Bylaws and Operating Procedures: The Division's Bylaws and Operating Procedures shall be maintained to reflect current practice in accordance with Society Policy and Operating Board requirements. The Division Bylaws shall be adopted and amended by a majority vote of the Executive Committee of the Division, and with approval by the Operating Board.
- V.J Conference Registration Fee Exemption: Members of the Executive Committee and Senate shall be exempt from base registration fees for the Division's annual (Summer) conference.
- V.K PVPD Memorial Scholarship: The Executive Committee shall be responsible for administration of one or more PVPD Memorial Scholarships. These scholarships may be awarded in memory of a deceased PVPD member to the member's alma mater, to the college or university that the member is most closely associated with, or to a deserving college or university student selected by the ASME Foundation. Each PVPD Memorial Scholarship shall be awarded on a single- or multi-year basis with the amount and term of the Scholarship to be determined by the Executive Committee.
- V.L The PVPD Student Papers Competition was initiated in 1992, and is held each year during the Annual PVPD Conference, unless otherwise approved by the Senate and Executive Committee.

The Senate President (whose term is during the year preceding the Conference hosting the Competition) or other person appointed by the Senate and the Executive Committee, is the Competition Organizer who administers the Competition, including awards (cash and certificates) with the oversight of the Executive Committee in accordance with Operating Procedures.

END of PVPD Bylaws Document
