

KNOWLEDGE AND COMMUNITY GROUPS
DRAFT ORGANIZATIONAL STRUCTURE:
A Proposal to Continue Representation of Volunteer Constituencies

Suggested by Dan Segalman– 9 September, 2004- Draft 2

GOVERNANCE

The K&C governing structure consists of a Senior Vice President, eight elected Vice Presidents representing geographical units (districts) and eight Vice Presidents representing technical units (groups). All of these will be society officers.

The K&C has the following responsibilities:

- Representing the interests of the geographic units and the thousands of active volunteers they represent as well as seeing to the general health of those units and helping them to meet the needs of their memberships
- Representing the interests of the technical units, the thousands of active volunteers that they represent and helping them to further their missions
- Overseeing financial activities of the technical and geographic units
- Overseeing the technical programs belonging to the geographic and technical units
- Supporting the member units in outreach and development

These responsibilities will be met by the creation of a number of subcommittees whose memberships are selected to encourage the efficiency of the operations of those committees.

The **Committee on Financial Operations** will consist of two K&C vice presidents representing geographic units and two K&C vice presidents representing technical units. The Sr. VP appoints members of this committee and the committee elects its chair. Ideally, members of this committee will have had previous experience serving as district or division treasurers.

The **Committee on Geographic Member Units** will consist of the Sr. VP and all the VPs representing geographic member units. This committee will be expected to meet in person at least twice a year including meeting at the SAM and the IMECE.

The **Committee on Technical Member Units** will consist of the Sr. VP and all the VPs representing technical member units. This committee will be expected to meet in person at least twice a year including meeting at the SAM and the IMECE.

The **Committee for Member-Unit Development** is responsible accountable for developing and encouraging collaborative special activities and programs between the K & C technical and members units and adherence to ASME's strategic objectives and the balanced scorecard. (Examples: Young Engineers Programs, Student Conferences,

Communities of Practice, etc.) This committee will consist of three VPs representing geographic units and three VPs representing technical units. The Sr. VP appoints members of this committee and the committee elects its chair.

The **Committee on Representation & Governance** is responsible and accountable for the development and maintenance of K & C unit operational policies, compliance with Society reporting requirements, leadership development and training. This committee will consist of two VPs representing geographic units and two VPs representing technical units. The Sr. VP appoints members of this committee and the committee elects its chair.

The **Committee for Technical & International Programs** is responsible and accountable for developing and encouraging collaborative technical activities among the member-units and ensuring connectivity between the international member-units and the Society. The activities of this committee will adhere to ASME's strategic objectives and the balanced scorecard. This committee will consist of three VPs representing geographic units and three VPs representing technical units. The Sr. VP appoints members of this committee and the committee elects its chair.

The **Committee for Outreach** is responsible for developing tools and programs that encourage K & C units to reach out to Centers and build relationships with industry, academia and the public and adherence to ASME's strategic objectives and the balanced scorecard. (Examples: Early Career Center, Engineers Week, History and Heritage, etc.) This committee will consist of two VPs representing geographic units and two VPs representing technical units. The Sr. VP appoints members of this committee and the committee elects its chair.

The **Committee on Information and Communications** is responsible and accountable for keeping all K & C units up-to-date on current Society programs and issues, development and monitoring of K & C unit communications tools (newsletter, websites, etc.) and communications with other E&TE, Strategic Management, Finance, and Services. This committee will consist of two VPs representing geographic units and two VPs representing technical units. The Sr. VP appoints members of this committee and the committee elects its chair.

The **K&C Executive Committee** consists of the Sr. VP and the chairs of the above committees. This executive committee is responsible for overseeing and coordinating the above committees as well as overseeing the general mission of the K&C.

CONSIDERATIONS:

The above plan is guided by the desire to preserve that which ASME does well while also improving those elements that need improvement. It is observed that the primary missions of the K&C either directly impact the geographic and technical units or directly rely on those units to achieve the desired goals. These impacts and dependencies require

the kind of direct links to those units outlined above and currently held by the COE and the CMA. On the other hand, the above plan has the advantage of forcing close interaction among representatives of the geographic and technical units.

Alternative strategies that relegate representatives of those units to advisory roles suffer the following serious deficiencies:

- Those people most knowledgeable about the geographic and technical units would be absent from the discussion and feedback process when important decisions that impact those units is debated.
- In the absence of elected representatives of the geographic and technical units on the K&C, those units would be less likely to think of the K&C as being legitimate representatives of their interests.

It has been suggested that reducing the number of vice presidents would improve financial efficiency by reducing ASME's cost of travel and meeting expenses. This is poor reasoning. One observes that the total annual cost of travel for all K&C vice presidents would be approximately one twentieth of the consulting fee contracted with Arthur Little – this is negligible relative to the income brought into ASME from the activities of the member units. More importantly, if the K&C does not do an outstanding job in furthering and expanding the activities of the member units and communities of interest, the losses to ASME will dwarf the amounts associated with travel expenses.