

October 27, 2009

To: Dr. Richard Dumaresq, ATEC
2090 Wexford Court
Harrisburg, PA. 17112

From: Russell Baty, ATEC-WR President
Robert B. Clifton, ATEC-WR Life Member

Re: ATEC-WR Proposed Bylaw Revisions Request.

Due to the new ATEC bylaws, dated April 21, 2009, the ATEC-WR has updated its region bylaws.

We believe this request will require board action per the ATEC existing bylaws at the next ATEC board meeting.

Therefore, the ATEC-WR is submitting its proposed bylaw revisions to allow the regions bylaws to be in compliance with the new ATEC bylaws, dated April 21, 2009.

We have enclosed the ATEC-WR bylaw proposed revisions, dated October 23, 2009, and our previously approved bylaws that your office has on file, dated October 1, 2004.

Once we receive ATEC Board approval of the submitted revisions we will incorporate these revisions into our existing bylaws and forward you an electronic and hard copy.

It is hoped the enclosed rewrite and/or language is sufficient to allow the national board to approve our proposed bylaw revision request.

Thanks to you and the board in advance for reviewing and voting on our request.

Please don't hesitate to get in touch if you need more input via our e-mail addresses.

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**ATEC-WR
BYLAW REVISION
REQUEST**

October 27, 2009

To: ATEC Officers and Board Members

From: ATEC-WR

Re: Request for approval of the revised ATEC-WR Bylaws

Recently the ATEC-WR members revised their region bylaws to align with the new ATEC bylaws.

We are sure our regions actions will require ATEC Board approval.

However, we also believe the ATEC-WR proposed revisions are now in accord with the new and current revised ATEC Bylaws, dated April 21, 2009.

Attached are the current bylaws (2004) and the proposed bylaw revisions (2009) recommended by the ATEC-WR officers/board and institutional membership of the ATEC Western Region.

Please review the ATEC-WR Bylaw proposed changes. **Please note** in the revised proposal copy, dated October 23, 2009, that the underlined language is newly proposed while language in parenthesis are recommended deletions to the ATEC-WR bylaws, dated Oct. 1, 2004.

The reason for these proposed changes is to better align parts of ATEC-WR Bylaws with the new ATEC Revised Bylaws, dated April 21, 2009.

The proposed ATEC-WR Bylaw changes are:

Article III, Section 1
Article III, Section 2
Article III, Section 3
Article III, Section 4
Article IV, Section 1
Article IV, Section 2
Article IV, Section 3
Article IV, Section 4
Article IV, Section 5
Article IV, Section 6
Article V, Section 2

Also: The duties of Officials/Board Section, on page 5, under Vice President, contains a bylaw revision.

Note: Bylaw revision request prepared and respectfully submitted by Robert B. Clifton, ATEC-WR Life Member.

**AVIATION TECHNICIAN
EDUCATION COUNCIL**

WESTERN REGION

ATEC-WR

BYLAWS

**REVISION
PROPOSAL
OCTOBER 23, 2009**

AVIATION TECHNICIAN EDUCATION COUNCIL WESTERN REGION

BYLAWS (Revision Proposal) 10-23-2009

ARTICLE I - NAME

The name of this organization shall be the Aviation Technician Education Council - Western Region, also known as ATEC-WR.

ARTICLE II - PURPOSE

The Aviation Technician Education Council-Western Region *is* dedicated to fostering Aviation Maintenance Education including the utilization of current and future technologies in Aviation Maintenance Technician Schools through the liaison of education, industry, and regulatory agencies.

ARTICLE III – MEMBERSHIP

Section 1 There shall be (six) seven types of memberships:

Institutional Membership (current National ATEC members) is open to any Federal Aviation Administration Part 147 or Air Transport Canada approved educational institution, with a member of the staff of said educational institution designated as its representative.

Individual Membership is open to any (employee of an institutional member) individual interested in furthering and supporting the mission of ATEC-WR.

International Institutional Membership is open to any aviation educational institution that is located outside of the United States, its territories, and Canada. A member of the staff of the educational institution shall be designated as its representative.

Affiliate Membership is open to members of the Aviation Maintenance Technician Schools and/or staff who are outside the Pacific-Asia and Western Region.

Life Membership is open to those individuals who have been recognized, nominated, and approved by the Board in recognition of their having made significant contributions over a period of years to ATEC-WR and their educational institution.

Industry Membership is open to all organizations with mutual interest in participation and support of the advancement of ATEC-WR's purpose as found in Article II. A member of the staff of said organization shall be designated as the representative.

Honorary Membership is open to any individual or organization that has, in the opinion of the Board, made an outstanding contribution in the field of aviation maintenance education. Honorary membership is conferred on a year to year basis by the Board.

Section 2 (Each Institutional member) At the annual or bi-annual conferences, each institutional member and International Institutional Member will be permitted one vote, said vote to be cast by the designated representative (of said school) of the institution. All other membership categories are non-voting except as provided in Article IV, Section I.

Industry members, individual members, emeritus, life members, and honorary members shall participate in all deliberation of the organization and (will) are encouraged to serve in (a consultative and) advisory capacities. (with all the privileges of membership except that of voting for ATEC-WR Officers).

Life members will be afforded all privileges of current dues paying members.

Section 3 The (yearly) annual dues of members of the organization will be set by the membership. Life members and honorary members will not be subject to dues assessment. A statement shall be sent to each member noting their financial obligation prior to each fall meeting.

Section 4 (Any member desiring to resign from the organization shall present their resignation in writing to the President of the ATEC-WR.) Any member not satisfying their financial obligations shall be removed from ATEC-WR membership.

Membership is based on meeting the financial obligations for both ATEC (national) and ATEC-WR.

ARTICLE IV-OFFICERS/BOARD

Section 1 The officers/board shall consist of the following members.

The three or four officers/board pursuant to this article.

Institutional members elected at large with no institution, or organizational entity with multiple institutions having more than one member.

One honorary, industry and or life member, not to exceed one (1), as may be Appointed by the officer/board by majority vote on a year to year basis

One emeritus position as may be appointed by the officer/board by majority vote on a year to year basis.

The Officers/Board of the organization shall be: President, Vice President, Secretary and Treasurer or Secretary/Treasurer. These officers/board perform the duties prescribed by these By-Laws and by the parliamentary authority adopted by the organization.

Each member of the officers/board shall be entitled to vote at each officer/board meeting.

Section 2 All Officers/Board are to be elected from the Aviation Technician Education Council Western Region. Candidates will be identified by the Nominating Committee per Article VI Section 2, or nominations may be made from the floor.

The institutional members of the officer/board should be elected on the basis of geographical area and type of educational institution, as far as practical. Institutional members should include representatives from each of the four types of institutions, namely vocational/technical institutions, proprietary institutions, community colleges, and four year colleges/universities.

Section 3 The President and Vice President shall be elected on alternate years with the Secretary and/or Treasurer and that term of office for officers shall be for two years from annual Fall (Meeting) conference to annual Fall (Meeting) conference. In the event that vacancies occur between conferences, replacements may be made by the President, with approval of the majority of the Board.

Section 4 The Officers/Board shall have general supervision over the affairs of the organization between its business meetings. It is subject to the orders of the organization and none of its actions shall conflict with the actions taken by the organization.

Three members of the officer/board shall constitute a quorum.

Section 5 The term of each officer/board member such as President and Vice President shall be two years. No officer/board member may serve more than two elected consecutive terms in the same position. After serving two consecutive terms, an officer/board member may run for additional terms after a one year separation from the officer/board position.

Section 6 The term of office for Secretary and/or treasurer shall be two years, from annual fall conference to annual fall conference.

ARTICLE V - MEETINGS

Section 1 Meetings shall be held once during the Fall and once during the Spring each year, at a time and place designated by the membership and subject to approval of the Board. Said meetings should include representatives from educational institutions, industry, and the government.

Section 2 Other meetings may be called as required by the President, subject to the approval of the Officer/Board.

ARTICLE VI – COMMITTEES

- Section 1 The President shall appoint all committees and advisory boards, subject to the approval of the Board.
- Section 2 A nominating committee of at least three members, who are not currently running for office, shall be appointed by the President. This committee will place in nomination the names of qualified members for each office, at least 30 days prior to the Spring meeting.
- Section 3 The standing committees of this organization shall be: Industry Relationship, Government Relationship, Schools Relationship, Organization, and Newsletter.

ARTICLE VII – AMENDMENTS AUTHORITY

- Section 1 The rules contained in Roberts Rules of Order, latest edition, shall govern the proceedings of the organization, except in such cases as are covered by the bylaws adopted by the ATEC-WR.

ARTICLE V III – AMENDMENTS OF THE BYLAWS

- Section 1 These bylaws may be amended at any regular meeting of the organization by a majority vote, provided notice was given to the member's 30 days prior to the regular meeting.

**DUTIES OF THE OFFICERS
AVIATION TECHNICIAN EDUCATION COUNCIL – WESTERN REGION
ATEC-WR**

PRESIDENT

1. Preside at all of the ATEC-WR meetings.
2. Designate the time and place of meetings.
3. Call all other meetings as required.
4. Appoint committees.
5. May submit an annual report of the ATEC-WR activities, signed by the President and Secretary and/or Treasurer to the ATEC Board of Directors at the annual conference.

VICE PRESIDENT

1. Serve in the absence of the President.
2. Assist the President whenever necessary.
3. Serve as chair and co-ordinate bi-annual conference committee meetings.

SECRETARY

1. Prepare and maintain records (minutes) of all meetings.
2. Acquire the next meeting agenda from the President, than prepare and distribute the meeting agenda to the Western Region membership at least thirty days prior to any scheduled meeting.
3. Maintain membership records.
4. Submit a report, signed by the President and Secretary, on each meeting, to the ATEC Executive Secretary for review by the ATEC Board at their next scheduled Board meeting.

TREASURER

1. Act as Treasurer.
2. Work with the President and Vice President in preparing and presenting proposed budgets.
3. Handle financial transactions within budget limitations.
4. Serve the membership by billing for dues and work with the Secretary in keeping the membership records up to date.