A. **Introduction**

The Membership Committee (MC) monitors ASCE membership in Region 9, directs membership campaigns to recruit new ASCE members and participates in section, branch and student activities of Region 9 for the purpose of advancing knowledge and membership in ASCE.

1. **Purpose**

   To provide the ASCE Region 9 Board of Governors (BOG) and members with current information on membership, to recruit new ASCE members and to inform the membership of the benefits and services of Region 9 and the Society.

2. **Goals**

   - Communicate current membership information and trends to the BOG.
   - Coordinate with Sections, Branches and Groups on membership drives.
   - Communicate the membership benefits and services of Region 9 and the Society to the Sections, Branches and Groups.
   - Foster new activities of interest for the Region 9 membership.

B. **Membership**

1. **Committee Makeup**

   The Committee shall consist of a chairperson (appointed by the BOG) and at least one ASCE member volunteer from within each Region 9 Section. The Committee membership is open to all interested members.

2. **Leadership and Organization**

   The Committee leadership consists of a chairperson and committee officers as needed (selected by the Chair). The chair shall provide a monthly written report of the committee activities prior to each BOG meeting.

3. **Committee Appointments**

   The Committee chair shall be as selected by the BOG and shall serve a term as set at the pleasure of the BOG.

C. **Subcommittees**

As subcommittee creation and needs are defined, the Committee chair proposes subcommittee chairs to the body of the Committee. The subcommittee chair is selected by a simple majority vote.

D. **Procedures**

1. The Committee shall function in accordance with the Region 9 Bylaws, and the current edition of Roberts Rules of Order - Newly Revised.

2. The Committee will hold monthly conference calls at a date and time set by the chairperson.

E. **Budget**

The Committee’s budget shall be established through the Region 9 annual budgeting process.

F. **Calendar**

The Committee monthly conference calls will be held, as needed, during the calendar year, and as additionally necessary to support the membership activities of Region 9.