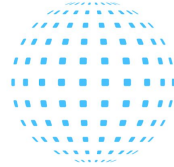


AIChE



The Global Home of Chemical Engineers



Spring 2022 Elections



AIChE



Elections



- Elections for positions will take place in the following order
 - President
 - Vice President
 - Treasurer
 - Secretary
- Process (applies also for the ChemECar chair)
 - Speeches (per nominee)
 - Questions (per nominee)
 - Discussion (per position)



President



- Run all meetings and events of AIChE
- Be the representative of AIChE in all student, faculty, and administrative matters
- Call and approve GBM and EBM
- Delegate tasks to officers if needed
- Must be a sophomore or older



Vice President



- Assume all responsibilities of President in the absence of the President
- Chair of the Event Planning committee and take a leading role in planning and coordinating chapter activities
- Can delegate above tasks to other officers
- Open to everyone



Treasurer



- Maintain financial matters in correspondence with the SGA
- Prepare the budget
- Must be a sophomore or older



Secretary



- Record, store and distribute the minutes of all meetings and business discussed at events
- Provide updated membership events
- Generate an agenda for all meetings
- Open to everyone



Minor Board



- Positions
 - Chem-E-Car Chair
 - Media and Publicity Chair
 - Class Reps
 - Omega Chi Epsilon Co-Ordinator
- Appointed by the President and approved by majority E-Board vote.



Chem-E-Car Chair



- Oversee participation in and completion of the AIChE Chem-E-Car project
- Appoint and remove members of AIChE to the Chem-E-Car committee
- Call and preside over meetings of the committee
- Handle and store materials safely



Media and Publicity Chair



- ADVERTISING
 - Publicize and promote AIChE's events, meetings, and projects a reasonable time in advance of the relevant dates
 - Remove and replace old advertising
 - Use posters, flyers, The Stute, bulletin boards, etc.



Class Reps



- Liaison for their class and the AIChE E-Board
- Generate ideas for event planning and club performance based on peer input
- Advertise club initiatives to their class
 - Just for a semester



Omega Chi Epsilon Coordinator



- Liaison between AIChE and OXE
- Report back to E-Board about anything relevant
- Oversee the foundation of an OXE colony and its chartering



Nominations Process



- Minor board positions are picked by Eboard
 - Must submit an email to the eboard for the representatives and the publicity chair
- You may nominate yourself for a position