

ABET CONSTITUTION

CURRENT AS OF 2015



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ARTICLE ONE

Name

The name of this organization is Accreditation Board for Engineering and Technology, Inc., hereinafter referred to as "ABET".

ARTICLE TWO

Purposes

- A. ABET is a membership not-for-profit corporation based in the United States and incorporated in New York focused on quality assurance and world leadership in fulfillment of its purposes. It is a federation of societies organized for the public good. Its purposes are educational, charitable, and scientific.
- B. To further the public welfare, ABET assures quality through the accreditation of educational programs, thereby assuring the competence of graduates entering professional practice. ABET accomplishes this through the development and promulgation of accreditation criteria.
- C. ABET will help assure educational quality within the academic community by stimulating innovation, fostering continuous improvement, and facilitating the strategic planning needed to achieve these goals.
- D. Educational programs of interest to ABET include applied science, computing, engineering, engineering technology, and other such disciplines as may be approved by the ABET Board of Directors
- E. In support of the programs described, ABET will engage in other appropriate projects and programs.

ARTICLE THREE

Members

- A. ABET is composed of those societies that have been admitted as Member Societies in accordance with provisions (A - D) of Article Four of the ABET Constitution or as Associate Member Societies in accordance with provisions (E & F) of Article Four.
- B. Member Societies possess full rights of membership and governance (Article Six) while Associate Member Societies possess only those rights specifically defined for them in this Constitution and ABET Bylaws (Article Ten, hereafter Bylaws).
- C. Due to historical commitments and specific interests in ABET accreditation, the American Society for Engineering Education (ASEE), CSAB, Inc., National Council of Examiners for Engineering and Surveying (NCEES), and National Society of

Professional Engineers (NSPE) shall have status as Member Societies notwithstanding provisions of Article Four.

ARTICLE FOUR

Admissions

- A. Societies meeting the conditions of provisions B and C of this Article whose goals can effectively support those of ABET may qualify for admission as Member or Associate Member Societies of ABET.
- B. Characteristics that support society eligibility for Member Society status include the following:
 - 1. Active engagement in the dissemination of technical knowledge;
 - 2. Demonstrated interest and capability in the accreditation process;
 - 3. Substantial membership of employed graduates in the discipline;
 - 4. An organizational structure that has an educational component; and
 - 5. Evidence the society speaks for the technical community it represents.
- C. Applicants for admission as a Member Society must demonstrate they would have responsibility for a discipline within applied science, computing, engineering, engineering technology, or other such disciplines as may be appropriate, at the post-secondary level.
- D. Approval of an application for membership as a Member Society or an Associate Member Society is by majority vote of the Board of Directors, with the recommendation by the Board of Delegates and subsequent ratification by at least two-thirds of the governing bodies of the Member Societies.
- E. Societies not meeting the eligibility requirements in Article Four provision B, but having interest in education for applied science, computing, engineering, engineering technology, or other such disciplines as may be appropriate and whose goals can effectively support those of ABET may qualify for admission as Associate Member Societies of ABET.
- F. Applications for membership as Associate Member Societies must be approved by majority vote of the Board of Directors, with the recommendation by the Board of

Delegates and subsequent ratification by the governing bodies of at least two-thirds of the governing bodies of the Member Societies.

ARTICLE FIVE

Withdrawal

- A. A society may only withdraw from ABET effective at the end of an ABET fiscal year. Upon withdrawal, the society shall forfeit the equity, if any, it has in the assets of ABET and shall cease to have any rights or privileges in ABET. The society shall continue to be liable for any fiscal assessments until the effective date of withdrawal.
- B. Whenever a society fails to meet its responsibilities to ABET, such failure shall, at the option of the Board of Directors, constitute a request by the society to withdraw from ABET.

ARTICLE SIX

Board of Directors

- A. The governing body of ABET shall be the Board of Directors.
- B. The Board of Directors shall establish those policies and procedures needed to carry out the purposes defined in Article Two. It shall establish and modify as needed the Constitution, subject to the ratification procedure defined in Article Eleven. It shall establish the annual budget and member assessment formula and in all other ways maintain responsibility for the well-being of ABET. The Board of Directors delegates authority for establishing and revising accreditation policies, procedures and criteria to the Board of Delegates (Article Seven) with the constraint that compliance is maintained with all requirements of Recognitions, Accords, and Agreements in which the Board of Directors has committed ABET to be a participant.
- C. The Board of Directors shall be composed of those individuals who serve as officers (Article Eight), one Director for each Area Delegation elected by each respective Area Delegation (Article Seven) established in accordance with ABET Bylaws, one Public Director, and two At-Large Directors each elected by the voting members of the Board of Delegates.
- D. Public and At-Large Directors are individuals of trust and responsibility in their communities. At-Large Directors shall be leaders, one from Higher Education and the other from Industry or Government, each with expertise in at least one area ABET accredits. The Public Director shall not otherwise be affiliated with the specific professions represented by ABET. These Public and At-Large Directors enjoy all the

privileges of governance including voting. Their qualifications, and terms of service are defined in the Bylaws.

- E. Terms of service for members of the Board of Directors, including starting dates and duration, are set forth in the Bylaws. Should a vacancy occur during a term of service, the Board of Delegates, or the Area Delegation of the Board of Delegates (Article Seven), as appropriate for the vacated seat, shall elect another Director to complete the term. Completion of an unexpired term will not be counted toward the total allowable period of service.
- F. A quorum of the Board of Directors exists at a meeting when there is a majority of voting Directors present. The Board of Directors will establish and follow rules for voting.
- G. The Board of Directors shall schedule meetings to conduct its business. Special meetings may be called by the President, by at least three other members of the Board of Directors, or by at least 15% of the Member Societies acting through their respective chief staff officers. Agenda items to be addressed at a special meeting will be included in the call for said meeting. All meetings will follow an established agenda that will be promulgated according to rules set by the Board of Directors. Methods for dealing with exceptions to the agenda shall be set by the Board of Directors.
- H. Actions of the Board of Directors will be recorded in an official report that will be made publicly available and sent to each Member and Associate Member Society. The Board of Directors will publish reports annually that 1) detail accomplishments of ABET, 2) provide a financial statement, and 3) provide a budget for the coming year.
- I. Stewardship and fiduciary responsibility for ABET assets shall be the responsibility of the Board of Directors. The Treasurer, under the direction of the Board of Directors, shall have general supervision of the fiscal affairs of ABET and shall be responsible for the keeping of records thereof. ABET shall obtain an annual audit of its financial operation by an independent certified public accountant whose selection shall be approved annually by the Board of Directors.

ARTICLE SEVEN

Board of Delegates

- A. Delegates are selected and appointed by their Member Societies, with each Member Society appointing at least one but not more than three Delegates. The number of additional Delegates above the minimum number for each Member Society depends on the number of accredited programs for which the Society is responsible according

to a formula set forth in the Bylaws. In the case of Associate Member Societies, the Society shall appoint one Associate Delegate.

- B. At times, the Board of Delegates shall operate in Area Delegations, one for each accreditation Commission Area of ABET. The number of delegates from each Member Society appointed to an Area Delegation depends on the number of accredited programs in the respective Commission Area for which the Society is responsible according to a formula set forth in the Bylaws used to constitute the Board of Delegates. However, no Delegate will be seated on an Area Delegation by a Member Society with no programs for which it is responsible with the following exceptions:
 - 1. A Member Society with co-lead or cooperating status for programs within a Commission area will be allotted one seat on the associated Area Delegation if it does not already have an allotted seat;
 - 2. NCEES and NSPE each shall have one seat on each of the Engineering Delegation, the Engineering Technology Delegation, and the Applied Science Delegation; and,
 - 3. Associate Member Societies may have a non-voting seat on any Area Delegation(s) in which they have an interest.

The Bylaws will establish processes for authorizing alternate delegates to serve on either the Board of Delegates or an Area Delegation in the event that scheduling conflicts prevent a Delegate from serving at a meeting.

- C. The President-Elect (Article Eight) shall serve as the non-voting Chair of the Board of Delegates. The Directors elected by the Area Delegation shall also serve as non-voting Chairs for the respective Area Delegation. Secretaries for the Board of Delegates and Area Delegations shall be selected from the delegates sitting on those respective bodies, and the Secretaries shall continue to represent their Member or Associate Member Society.
- D. Terms of service for members of the Board of Delegates, including starting dates and duration, are set forth in the Bylaws. Should a vacancy occur during a term of service, the Member Society or Associate Member Society shall select another Delegate or Associate Delegate to complete the term. Completion of an unexpired term will not be counted toward the total allowable period of service.
- E. Associate Delegates appointed by Associate Member Societies enjoy the full privileges of debate and discussion within the Board of Delegates, but are without vote.
- F. A quorum of the Board of Delegates or individual Area Delegation exists at a meeting when there is a majority of voting Delegates present and at least two-thirds of the Member Societies serving on the body are represented by at least one Delegate. The

Board of Delegates will establish rules for voting for the Board of Delegates and the Area Delegations.

- G. The Board of Delegates shall schedule meetings to conduct business. Special meetings may be called by the President-Elect or at least 15% of the Member Societies acting through their respective chief staff officer. All meetings will follow an established agenda that will be promulgated according to the rules set by the Board of Delegates. Methods for dealing with exceptions to the agenda shall be set by the Board of Delegates.
- H. A report on the actions of the Board of Delegates and Area Delegations will be provided to the Board of Directors, and these actions will be communicated to each Member and Associate Member Society and to the public.

ARTICLE EIGHT

Officers

- A. The officers of ABET shall be a President, President-Elect, Immediate Past-President, Secretary, and Treasurer. The officers will each serve a one-year term except for the Treasurer who will serve a two-year term.
- B. The officers of ABET shall be elected by the voting members of the Board of Delegates. No individual may serve as President for more than one term of office, not including that portion [if any] of the unexpired term of the preceding President.
- C. Officers shall be nominated by a Nomination Committee composed of members of the Board of Directors and Board of Delegates. The President-Elect serves a one year term of office and shall thereafter hold the office of President for the subsequent year and the office of Immediate Past President for the year subsequent thereto.
- D. In the event that any officer other than the President is unable to perform the requisite duties, the Board of Delegates shall elect a replacement. Should the

President become unable to perform the requisite duties, the President-Elect shall assume the position.

ARTICLE NINE

Accreditation

- A. In pursuit of its purposes (Article Two), ABET will conduct accreditation of educational programs.
- B. The ABET Board of Directors delegates responsibilities for conducting accreditation activities to the Accreditation Commissions. Appointments of members to the Accreditation Commissions are approved by the Board of Delegates' Area Delegations.
- C. The Accreditation Commissions are responsible for conducting accreditation evaluations of educational programs and rendering decisions on these programs based on policies and accreditation criteria that have been approved by the Board of Delegates or appropriate Area Delegation. The Accreditation Commissions shall make final decisions, except for appeals, of accreditation actions. In the event of an appeal of a commission's action, the Board of Directors shall render the final decision on behalf of ABET.
- D. Each Accreditation Commission is responsible for the continuous review and improvement of its particular criteria, policies, and procedures. All changes to the area-specific parts of the accreditation criteria require approval by the appropriate Area Delegation; changes to other parts of the accreditation criteria and changes to the accreditation policies require approval by the Board of Delegates. The Board of Delegates will determine the means for obtaining these approvals.

ARTICLE TEN

ABET Bylaws

ABET Bylaws shall define the basic implementation of this Constitution and the interaction of the Board of Directors and Board of Delegates. As such, and as specified in the Bylaws, a mechanism shall exist so that either body can propose changes to the Bylaws and any such changes shall require the approval of both bodies and review by the Member Societies.

ARTICLE ELEVEN

Amendments

Amendments to the Constitution may be proposed at any meeting of the Board of Directors, by the President or by at least 15% of the Member Societies acting through their representative chief staff officers. Proposed amendments shall be circulated with the agenda of the next Board of Directors meeting. Approval of amendments requires a

majority vote of the Board of Directors and subsequent ratification by the governing boards of at least two-thirds of the Member Societies.

ARTICLE TWELVE

Dissolution

The ABET corporation may be dissolved in accordance with the law of the State of New York.