

**BYLAWS  
JOINT ASME-AICHE COMMITTEE  
ON THERMOPHYSICAL PROPERTIES**

**June 2002**

**MISSION OF COMMITTEE**

The mission of the Joint ASME-AIChE Committee on Thermophysical Properties is to coordinate the exchange and dissemination of the latest information concerning thermophysical properties of substances to the scientific and engineering communities. This is done primarily through dissemination of information at the triennial Symposium on Thermophysical Properties, the premier international meeting concerning thermophysical properties, which is organized by this committee. The committee also organizes sessions, as interest dictates, at appropriate ASME and AIChE sponsored meetings.

**NAME OF COMMITTEE**

The committee name will be “The Joint ASME-AIChE Committee on Thermophysical Properties.” For interactions with ASME, it will continue to function as the ASME Heat Transfer Division K-7 Standing Committee on Thermophysical Properties.

**COMMITTEE MEMBERSHIP**

The effectiveness of this committee depends upon the dynamic and enthusiastic participation of its membership. The members should represent all important sub-topics in the field of thermophysical properties. The membership should form a balanced representation from academic institutions, industries, research laboratories, and government agencies. The committee integrates its activities with those of the ASME and AIChE, and the membership should well represent these two societies. In addition, attention to ethnic and gender diversity among committee members will be the responsibility of the Chair.

**Selection** Potential members are nominated by current committee members or may be self-nominated. Potential members should be technically qualified in some aspect of thermophysical properties theory, measurement, or computation, and must be willing to contribute in the efforts of the committee. Potential members may be invited to attend one or two committee meetings to become familiar with the workings of the committee, simultaneously allowing the Committee to evaluate the interest and qualifications of the potential member before a decision is made to offer membership on the Committee. Selection of new members should help maintain the balanced representation from academic institutions, industries, research laboratories, and the government, and, as appropriate, should fill any voids in the sub-topics of the committee functions. The current membership approves the addition of new members by a two-thirds vote.

Members of other professional societies may be nominated for membership. If elected, they are encouraged to join ASME or AIChE within six months of election to membership.

**Committee Size** The number of committee members is not specified, but will not exceed 25 members. The Chair will manage the committee size to ensure effective meetings. Technical Committee meetings are open to all interested guests. The Chair may control committee size so that members are given the opportunity to organize a session about every two or three years at either the ASME/AIChE national meetings or the Symposium on Thermophysical Properties.

**Commitment of Members** Members are expected to attend at least one Committee meeting per year. Each member should have secretarial, telephone, e-mail, and other services available at his/her organization to conduct committee business. If a new member desires, the Committee Chair will write a letter to the member's organization to define the responsibilities of membership.

Members may be dropped from the Committee if absent for two consecutive meetings unless the Chair is informed of the member's inability to attend through prior communication. The member may also be dropped from the Committee for failure to attend four consecutive regular meetings of the Committee, even if the Chair or the Secretary has been notified. The Committee Chair has the final authority on decisions regarding membership.

**Touloukian Award** Because the Yeram S. Touloukian Award, which is presented at each Symposium, is an ASME National Award, the Touloukian Award subcommittee will be composed of ASME members.

## **OFFICERS**

The officers shall include:

1. **Chair-** Responsible for supervising the activities of the committee, convening annual business meetings, maintaining record of the endowment associated with the Touloukian award, and communicating with the parent societies.
2. **Vice Chair-** Assists the Chair in supervision of the committee and convenes the committee meetings in the absence of the Chair.
3. **Secretary-** Responsible for correspondence and maintaining meeting minutes.
4. **Webmaster-** Responsible for maintaining the committee website, especially with respect to posting meeting minutes and committee announcements.

Officers are nominated by committee members and elected by majority vote of the committee, generally at the annual meeting following the Symposium. Chairs are formally appointed by ASME, and terms are three years consistent with ASME guidelines. Either the Committee Chair or Vice Chair shall be a member of ASME. The ASME member will serve as K-7 Committee Chair for ASME. Other officers may be members of either ASME or AIChE.

## **GOVERNANCE**

The bylaws of the individual societies govern the interactions of this committee with society programs and membership. When there are direct conflicts with individual society bylaws or policies, they will be resolved on an individual basis by committee action or revision of these bylaws.

## **CHANGES IN THE BYLAWS**

Changes in these bylaws will be necessary on occasion. All changes must be approved by a two-thirds vote of the members of the Joint ASME-AIChE Committee on Thermophysical Properties.