INTERESTED IN CREATING A T&DI CHAPTER IN YOUR AREA?

FOLLOW THESE STEPS:

1. Meet with your Section/Branch officers.
   - Request their initial approval and assistance in planning.
   - Request guidance from the Section/Branch officers about how to approach the Institute director.

2. Contact the Institute director to request initial assistance in planning for the affiliation. The request should include the following:
   - Name of the Section/Branch
   - Names and contact information for the Section/Branch officers and interested Section/Branch members
   - Potential membership of the Institute Chapter and plans for soliciting member participation (Ask the Institute Director for the names of Institute members, both Institute-only members and ASCE members, residing within your Section/Branch area.)
   - Statement of the objectives for the future development of the Institute Chapter

3. Prepare a specific proposal to create an Institute Chapter. The proposal should address:
   - A proposed resolution of all issues identified by your Section/Branch officers and by the Institute leadership
   - Revisions to your Section/Branch Bylaws or Operating Rules
     - to establish the Institute Chapter and
     - to allow Institute-only members to participate in Institute Chapter activities
Bylaws or Operating Rules for the Institute Chapter as needed
Send the completed proposal
  • to your Section/Branch officers for their review and approval
  • to the Institute director for review and approval by the Institute leadership.

4. Upon approval by the Section/Branch officers and by the Institute leadership, notify the Institute director and the ASCE Geographic Services director by letter or email.
  • Include the names, titles and contact information of the designated Chapter officers.
The new organization thereafter becomes the _________ Institute Chapter of the _________ Section/Branch of ASCE.

Contact T&DI staff with any questions: tandli@asce.org