



SUSTAINABLE ENGINEERING SOCIETY (QLD)

NOTICE OF ANNUAL GENERAL MEETING

The Annual General Meeting (AGM) of the Sustainable Engineering Society (SENG), Engineers Australia, Queensland Division, will be held on **Wednesday 29 July 2015** at 6:30pm, at The Ship Inn, South Brisbane.

Any member of Engineers Australia is welcome to attend the AGM.

The SENG is a voluntary body of professionals in the Sustainability and Environmental Engineering fields. The Society organises technical presentations, workshops and symposia, and provides comment on sustainability related issues.

Nominations are requested for those wishing to contribute as Members or Observers of the SENG Qld Committee in the year 2015/2016.

To nominate for the committee you need to complete the nomination form:

- ◆ The nomination form, which states the name of the nominee, a proposer and seconder, and agreement from the nominee. All three persons must be members (of any grade) of the Institution.

Being a Member of the SENG Committee involves:

- ◆ Attending a Society committee meeting once a month.
The meeting is usually held at Engineering House, at 4:30pm on the 3rd Tuesday of each month. The meeting is normally followed by the monthly SENG technical seminar, running from 6 to 7:00pm, concluding with supper and networking.
- ◆ Taking on a role in SENG activities during the year. This may involve:
 - ◆ Fulfilling one of the positions on the committee, e.g. Chair, Vice-Chair, Secretary, Treasurer
 - ◆ Assisting in organising the regular technical sessions
 - ◆ Assisting in organising other events such as site visits, workshops, training courses, or the Annual Student Evening
 - ◆ Liaising with Qld Division office of Engineers Australia and attending LSAC meetings
 - ◆ Maintaining SENG Qld's web pages - <http://seng.org.au/qld-chapter>
 - ◆ Coordinating and editing SENG Qld's e-newsletters
 - ◆ Liaison with organisations in similar fields such as Water Panel, EWB, WMAA, EIANZ, QELA, AWA, etc
 - ◆ Review of documents or response to requests to the SENG
 - ◆ Comment on current issues in the Sustainability and Environmental fields.

Nominees may wish to nominate as an observer rather than a Committee Member. Observers receive copies of SENG minutes and are copied in to committee correspondence, but are not expected to attend every meeting. Observers are generally expected to provide input to the committee at least once a year, perhaps by participating in organising an event such as the Annual Student evening, providing SENG with information about activities in their area of interest, or serving on a specific sub-committee. Observer status may suit members wishing to contribute, but who are heavily involved in other organisations, or perhaps from regional areas where meeting attendance is difficult.

Committee roles for 2015/2016 will be determined by the committee at their next meeting.

Nominations should be sent to Division Office, or by email to SENG secretary Amy Flinn at amy.flinn@aurecongroup.com by **Monday 27 July 2015**, or hand delivered to the AGM.

Sandy Stewart
Chair
SENG Qld

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Toll free: 1800 687 187, Fax: (07) 3832 2101, Email: Contact eaqevents@engineersaustralia.org.au.



The Sustainable Engineering Society



Nomination for 2015-2016 Society Committee Member

Division Rule 44

A Branch/Panel/Society shall consist of a Chairman, the Immediate Past Chairman, a Vice-Chairman, an Honorary Secretary and such number of Committee members as shall be approved by the Division Committee, in Queensland's case, a minimum of six and a maximum of ten.

The Chairman for the succeeding year shall be elected annually by the retiring Branch / Panel / Society Committee from its own number. The Vice-Chairman shall be elected each year by the incoming Branch / Panel / Society Committee at its first meeting from its own number or from those who have previously been members of the Branch / Panel / Society Committee.

The Honorary Secretary and Branch / Panel / Society Committee shall be elected by and from the members and affiliates affiliated with the Branch/Panel/Society. The number of Corporate Members of a Branch / Panel / Society Committee shall not be less than half the total number of members of this Committee plus one. The election shall be held annually. Where possible, at least one committee member should currently hold the grade of Graduate. Branches, Panels and Societies are encouraged to invite a student member to sit on the committee without voting rights.

Name: _____ is hereby nominated for the position of member / observer [delete one] of the Queensland **Sustainable Engineering Society (SENG)** Committee.
Nominee Engineers Australia / SENG membership number _____

Proposer name: _____ Signature _____

Seconder name: _____ Signature _____

I hereby accept the nomination Signature _____ Dated _____

Forward completed nomination form to Qld Division or SENG Qld secretary amy.flinn@aurecongroup.com by Monday 27 July 2015 or bring with you to the AGM on Wednesday 29 July 2015.

The Institution of Engineers, Australia, Queensland Division.

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