

# ASIAN COMMITTEE FOR EXPERIMENTAL MECHANICS

## CONSTITUTION

(30 Nov. 2004)

### 1. NAME

The name of the Committee is the “Asian Committee for Experimental Mechanics”. The approved acronym is ACEM.

### 2. OBJECTIVE

Asian Committee for Experimental Mechanics is established to promote international collaboration on Experimental Mechanics in Asia including Western Pacific (hereinafter “Asia”) and to contribute to the progress on Experimental Mechanics by,

- (1) enhancing communication and collaboration in the field of Experimental Mechanics in Asian countries;
- (2) exchanging information on Experimental Mechanics;
- (3) supporting international/national conferences, exhibitions, seminars, workshops etc on Experimental Mechanics;
- (4) promoting the progress of technology on Experimental Mechanics to the members and newly interested persons in Experimental Mechanics;
- (5) encouraging individual and/or group communication and cooperation activities among Asian countries on research and education in the field of Experimental Mechanics;
- (6) facilitating the introduction and development of codes of practice and standards on Experimental Mechanics;
- (7) advertising the merits, effectiveness and the latest techniques of experimental mechanics to industries;
- (8) encouraging researchers from outside Asia to collaborate scientifically and to participate in the Committee’s activities.

The Committee is non-political and its activities are non-profit making.

### 3. MEMBERSHIP

Researchers for Experimental Mechanics from all Asian countries are entitled to become members of the Committee. Registration of the members is performed through the website of ACEM. Registration is free. The member can send and receive the information through the website or the mailing list.

### 4. STEERING COMMITTEE

- 4.1 The business of the Committee is conducted by and through the Steering Committee.
- 4.2 The Steering Committee consists of representatives, who are nominated in each country by a representative national organization of that country. The names of the representatives shall be communicated to the Chairperson of the Steering Committee.
- 4.3 Each member country is entitled to maximum three official representatives on the Steering Committee who shall be entitled to vote.
- 4.4 Each member country may at any moment, nominate by a notification to the Chairperson, different persons to serve temporarily or permanently as the representatives. Nevertheless, for the sake of continuity it is desirable that the national organizations of each member country should keep the same representatives on the Steering Committee for four years.
- 4.5 Representatives are required
  - (1) to represent the interests of their country at meetings of the Steering Committee;
  - (2) to liaise with the Chairperson of the Steering Committee on behalf of their country in pursuing the objectives of Committee, in particular by distributing materials relating to the International Conference and by publicizing the events;
  - (3) to advise the Chairperson of any change of address etc and of any matter relevant to her/his role (e.g. retirement, replacement);
  - (4) to collaborate with the Chairperson and members of the Steering Committee of ACEM; and
  - (5) to promote the activities of ACEM to their countries.
- 4.6 If any official representatives cannot participate in a meeting, the official representatives may nominate to the Chairperson a proxy with the right to vote.
- 4.7 If the representative national organization of a country is not a member of the Committee, that organization may send an application for admission to the Chairperson of the Steering Committee. The Steering Committee decides on the admission by vote either at its next meeting or by ballot. To reach a decision on the admission to the Steering Committee a majority of the members of the Steering Committee is required.

## 5. ASIAN CONFERENCE ON EXPERIMENTAL MECHANICS

- 5.1 Only one international conference on Experimental Mechanics held in Asia is

selected and authorized every year, to avoid that too many conferences on Experimental Mechanics held in Asia will be organized. The selected conference is also called as “Asian Conference on Experimental Mechanics” (the acronym is also ACEM, hereinafter called the “Conference”) with a series number.

- 5.2 The participation and scientific collaboration in each Conference shall be open to all interested parties.
- 5.3 At the site of each authorized Conference, the Steering Committee meeting will be held.
- 5.4 The host countries for the future Conferences to be held in the next four years will be decided.
- 5.5 All decisions and actions pertaining to the Conference shall be the responsibility of the host country.
- 5.6 If the host country for the future Conference cannot hold a Conference in the year, the host country shall notify the Chairperson of the Steering Committee about it immediately. If cancellation of the future Conference is notified by the host country, the Chairperson of the Steering Committee shall decide an alternative host country for the year. To make the decision for an alternative, an agreement of the Steering Committee is required.

## 6. CHAIRPERSON OF STEERING COMMITTEE

- 6.1 The Chairperson of the Steering Committee shall be elected from the host countries for the Conferences within the past 4 years and the future 4 years. Its term shall be normally 4 years if he/she does not resign or is not dismissed by the Steering Committee.
- 6.2 The Chairperson shall be required
  - (1) to promote the task of the objectives of ACEM;
  - (2) to circulate the agenda and minutes for a meeting of the Steering Committee, and to convene and chair the meeting;
  - (3) to set up and keep up the website and the mailing lists for the members and the Steering Committee;
  - (4) to revise as appropriate and circulate from time to time a Representatives List containing the name, affiliation, address, telephone number, fax number and e-mail address of each national representative of the Committee;
  - (5) to keep national representatives informed of progress made in the planning and organizing of the future Conferences, and of any other relevant information; and

(6) to prepare and distribute, when necessary, the ballot through internet.

## 7. WORKING METHOD OF STEERING COMMITTEE

- 7.1 The Steering Committee meets at least once during each Asian Conference on Experimental Mechanics preferably during the Conference. The agenda sent out at least one month prior to the date fixed for the meeting.
- 7.2 In the case of voting at a meeting, a majority of at least two thirds of the voting representatives present is required. Voting by ballot through internet requires a majority of at least two thirds of the votes of all the representative of the Steering Committee. If necessary, invitations for voting through internet shall be distributed by the Chairperson. If a ballot is not sent back one month after the dispatch of the invitation, this will be considered as an abstention from voting. Voting by internet also requires a majority of at least two thirds of the votes of all the representatives of the Steering Committee.
- 7.3 If, in considering the host country for the future Conferences, the first round of voting proves inconclusive, it shall be followed by a second round of voting between the two leading contenders, the outcome being decided by a simple majority.

## 8. FINANCE

- 8.1 The Steering Committee has no legal or financial responsibilities in connection with international conferences and does not put any funds at the disposal of the conference organizers.
- 8.2 All financial matters pertaining to a conference shall be the responsibility of the host country.
- 8.3 All financial matters pertaining to the members and the Steering Committee shall be the responsibility of the members.

## 9. OFFICIAL LANGUAGE

The official language is English.

## 10. AMENDMENTS TO THE CONSTITUTION

- 10.1 The discussion of proposed amendments to this Constitution and the decisions to be taken in that respect shall be within the province of the Steering Committee.
- 10.2 Any proposal for amendment to this Constitution must be communicated to every member of the Steering Committee no later than one month prior to the next meeting of the Steering Committee.

## 11. OFFICIAL STATEMENTS

11.1 The publication of any official statement concerning the members and the Steering Committee, as well as the publication of decisions taken by the latter, can be approved only by the Steering Committee.

## 12. MEMBERS

Members of the Steering Committee at the time of preparing this Constitution (November 2004) are:

Australia	New Zealand
China	Philippines
Hong Kong	Singapore
India	Taiwan
Indonesia	Thailand
Japan	Vietnam
Korea	Malaysia

## 13. INTERNET, MAILING LIST AND WEBSITE

(1) The website of ACEM and the mailing lists of the Committee and the Steering Committee are organized by the Chairperson of the Steering Committee.

(2) All persons interested in Experimental Mechanics should register their names at the website to receive regular information from ACEM

(3) Leading researchers and engineers from member countries should be added to the mailing list.

(4) Web pages of conferences, institutes and laboratories in Experimental Mechanics will be linked from the ACEM web page.