Society of Plastics Engineers (SPE) Glossary of Terms

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Term	Definition
Affiliate Groups	Sections, Divisions, and Student Chapters which are legally incorporated field entities of the SPE.
Affiliate Agreement	A legal agreement between the headquarters of the international Society of Plastics Engineers and a separately incorporated, affiliated field entity, <i>e.g.</i> a Section or a Division, defining the roles and responsibilities of each toward the other.
ANTEC	ANnual TEChnical conference. A multi-disciplinary technical conference comprising presentations on various technical issues impacting the plastics industry or value chain, including management issues, in the fields of plastics and polymers, put on annually by the international Society of Plastics Engineers. ANTEC is generally held in the spring of each year.
Bylaws	The fundamental governance document of the international Society of Plastics Engineers. Bylaws contain the most important rules and structure of the society, and as such can only be changed by Council with prior notice.
B&P Committee (Bylaws and Policies Committee)	Standing committee chartered with the maintenance and distribution of SPE Bylaws and Operating Policies. The committee also reviews bylaws and other policy documents of Affiliate Groups
Chapter	General term to include Sections, Divisions, Student Chapters and SIGs.
Chief Executive Officer (CEO)	Job title which may be used by the chief staff executive. The job title of CEO is generally more aligned with outside organizations than the chief staff executive title. The CEO or CSE is not an Officer of the Society for legal purposes unless otherwise stipulated by the Executive Board.

Term	Definition
Chief Staff Executive (CSE)	Official job title for the employee under the direction of the Executive Board, responsible for all properties of the Society and is head of staff. Chief staff executive job title allows for candidates outside the US for this position. The CSE or CEO is not an Officer of the Society for legal purposes unless otherwise stipulated by the Executive Board. Specific duties are defined in Operating Policy 033.
Council	The fundamental governing body of the Society of Plastics Engineers, from which all governance flows. (See Bylaw Articles 6 & 8)
Council Committee-of-the-Whole (CCOW)	Technically, the "Council meeting as a committee-of-the-whole," an informal gathering of Councilors, generally before but in conjunction with a Council meeting. A meeting in which Councilors may have open and free discussions on any subject that interests them; any action/vote taken by the CCOW is non-binding on the Council. Often used as a place to explore more fully issues that might be time-constrained in the Council meeting. The CCOW is not an extension of the Council, and is conducted by a Councilor, elected by the Council. (See Bylaw Article 14)
Distinguished Member	To become a Distinguished Member, a candidate shall be a member who has served as President of the Society or who, in the opinion Past Presidents voting, is deemed worthy of this status by virtue of outstanding achievement or professional eminence. (See Bylaw Article 4)
Division	A technically-defined Affiliate Group of the SPE, comprised of members of a specific plastics or polymer discipline, including the management of those fields. Unless otherwise defined, a Division is world-wide. (See Bylaw Article 10)

Term	Definition
Divisions Committee	A standing committee of Division representatives chaired by the VP Divisions serving as the liaison to all Divisions and SIGs. This committee reviews and makes recommendations to Council concerning the status and operations of Divisions and SIGs. (See Operating Policy 040)
e-Member	A non-paying member of the Society who interacts through the electronic interface with the Society. E-members have limited benefits, all of them digital in nature, relative to paying members. (See Operating Policy 036)
Emeritus Member	A member who has accumulated at least 20 years of membership and is either retired or is over 62, or is over 70. Emeritus members continue to hold all the privileges of the membership grade they held at the time of being granted Emeritus status.
Executive Board (EB)	A standing committee of the Council, charged with governing the Society between Council meetings, the members of which are either elected by the Council or SPE membership. This committee consists of the Council Officers and, as a non-voting member, the chief staff executive. (See Bylaw Article 14.7.1)
Fellow of the Society	A member of the Society who has been recognized by the Society as an outstanding contributor to the art or science or technology or business of the plastics and polymers industry (See Bylaw Article 4.2.1.3)
Honorary Member	A non-voting member of the Society who, by virtue of their preeminence inside or outside the industry, has been deemed worthy of election to honorary membership. (See Bylaw Article 4.2.4)
Honored Service Member	A member of the Society who has been recognized as an outstanding contributor to the Society and for the Society (See Bylaw Article 4.2.1.4)
Industry-Academia Collaboration Committee	An ad hoc committee which fosters profitable collaboration between academia and industry.

Term	Definition
Journal	Peer-reviewed, periodical publication
	intended to further the progress of science
	by reporting new research. Most SPE
	journals are published by Wiley and include
	Journal of Applied Medical Polymers,
	Polymer Engineering and Science,
	Thermoforming Quarterly, Journal of
	Injection Molding Technology, Polymer
	Composites, and Journal of Vinyl and
	Additive Technology.
Leadership Deployment Plan	Leadership document prepared by the
, , ,	President which describes the working
	committees active during their presidential
	term.
Leadership Lane	Community within The Chain for SPE
•	leaders to share information. All SPE
	leaders including board members of
	Sections, Divisions, SIGs and Student
	Chapters are members of this community.
Majority, Simple	More than fifty percent, e.g. nineteen valid
	votes out of thirty-seven is sufficient to pass.
Majority, Three-quarters	Three-quarters or more, e.g. eighteen valid
,	votes out of twenty-four is sufficient to pass.
Majority, Two-thirds	Two-thirds or more, e.g. sixteen valid votes
	out of twenty-four is sufficient to pass.
Member	An individual who holds a valid membership
	in SPE according to a particular grade of
	membership defined in Bylaw Article 4.
Member in good standing	Professional Members and Student
	Members who are current with dues payment
	are considered "members in good standing".
	The term is generally used as a qualification
	to hold office or vote on a Society matter.
MiniTec	A regional technical conference generally
	hosted by a Section. The duration is
	typically one day or less.
New Technology Committee	An ad hoc committee who helps develop
	content for use in SPE publications or at
	events for new or emerging technologies.
	This group helps encourage the
	development of new Society groups (SIGs or
	Divisions) around these technologies.

Term	Definition
NGAB	"Next Generation Advisory Board", a group
	of young and motivated professionals and
	student members interested in guiding and
	supporting SPE's efforts attract and maintain
	the next generation of SPE members.
Operating Plan, 3-Year	Leadership document providing awareness
,	of Society-wide initiatives, guidance for
	specific programs, deliverables, and a basis
	to measure performance of the Society and
	the chief staff executive.
Operating Policies	Group of policies approved by the Executive
, -	Board and maintained by the B&P
	Committee defining how to accomplish a
	task or fulfill a requirement. Operating
	Policies are linked to specific Bylaw articles.
PAC Committee (Performance &	Committee consisting of the Immediate Past-
Compensation Committee)	President of SPE, the President of SPE, and
	the President-elect of SPE. Negotiates
	salary and terms of employment for the chief
	staff executive, provides performance
	feedback to the chief staff executive and the
	Vice Presidents of the Society.
PE Magazine	The official magazine of the international
	Society of Plastics Engineers, in which
	official notices and communications may be
	published.
PlastiVan [®]	An educational program of the SPE
	Foundation typically geared towards children
D (: 1M 1	in elementary or high school.
Professional Member	Main member classification of SPE having
	the right to vote, hold elective office, and
	participate in all the affairs of the Society.
	Professional Member classifications include
	Young Professional Member, Distinguished
	Member, Fellow of the Society, Honored
Drovit	Service Member, or Emeritus Member.
Proxy	A member, of any grade entitled to vote, who
	is appointed with due process and acts in the
	stead of a Councilor at a given Council
	meeting. Appointment as a proxy is an
	appointment to the Council seat only, unless
	specific action is taken to also appoint the
	proxy to act on the committee(s) on which
	the Councilor sits. (See Bylaw Article 6.2.5)

Term	Definition
RETEC	REgional TEChnical Conference. A technical conference held in a specified geographic region. A RETEC may cover a single topic or multiple topics, generally related. Term is synonymous with TopCon.
Robert's Rules of Order, Newly Revised (RRONR)	The latest edition of the chosen parliamentary authority for the Society. (See Bylaw Article 6.2.10)
Section	A geographically-defined Affiliate Group of the SPE, comprised of members of any plastics and polymer discipline. (See SPE Bylaw Article 9)
Sections Committee	A standing committee of Section representatives chaired by the VP Sections serving as the liaison to all Sections and Student Chapters. This committee reviews and makes recommendations to Council concerning the status and operations of Sections and Student Chapters. (See Operating Policy 041)
SPE Foundation	Governed by the SPE Foundation Board. Solicits funding and administers SPE Foundation Scholarships, SPE Grants, the PlastiVan® program, and other programs as defined.
Special Interest Group (SIG)	SIGs are a group of SPE members having an interest in an emerging area of knowledge or technology related to plastics. SIG members hold at least e-member status in SPE. The objective of a SIG is to grow to become a Division as the technology expands.
Student Member	Dues paying undergraduate and graduate students, enrolled full-time, having the right to vote, hold elective office, and participate in all the affairs of the Society.
Teller	A person charged with counting votes on a particular issue or election. Ideally, a teller or tellers will not be involved in any way in the issue or election being decided.
The Chain	On-line community operated by SPE which allows members to connect, learn, and share with other plastics industry professionals around the world.

Term	Definition
TopCon	TOPical CONference A technical conference
	held in a specified geographic region. A
	TopCon may cover a single topic or a small
	number of multiple topics generally related.
Valid votes cast	The number of votes meeting the
	requirements to be counted, e.g. properly
	marked. A vote is to be counted if the intent
	of the voter is clear, in the opinion of the
	teller(s). Abstaining is not counted as a valid
	vote cast.
Young Professionals Committee	Synonymous with NGAB
Young Professional Member	Professional member 35 years of age or
	under, but not a Student Member.