

By-laws of the SPWLA Education SIG

Preamble

The name of this organization is “SPWLA Education Special Interest Group (Education SIG)” and the permanent mailing address is:

SPWLA Office, 8866 GULF FREEWAY, SUITE 320, HOUSTON, TX 77017

The Education SIG will be affiliated with the Society of Petrophysicists and Well Log Analysts (SPWLA) under the Affiliation Charter required by the SPWLA for the duration specified by that Charter by the Education SIG Chairperson, on behalf and by approval of the SIG Executive Committee.

The Education SIG is a subordinate organization of the SPWLA. The SPWLA Office will seek the necessary ruling from the Internal Revenue (IRS) on the SIG being a non-profit entity and notify the SIG Chairperson when it is received. The SIG Chairperson or the SIG Treasurer will submit necessary yearly tax filing to IRS.

The purpose of the Education SIG is to be a focal point for issues concerning knowledge transfer, training, and educational resources for SPWLA members. Specifically, the Education SIG will 1) identify topics of interest to the SPWLA community, 2) develop mentoring programs, 3) identify and/or grow subject matter experts (SMEs), 4) identify and centralize current educational resources and/or develop new educational materials where needed, and 5) enable members to leverage the knowledge of the broader SPWLA community. (See Appendix B for more details.)

The SIG is responsible to, and subject to, the Amended Articles of Incorporation and By-Laws of the parent SPWLA. In keeping with this declaration, and to guide and regulate the Education SIG, the following By-Laws stand approved and adopted. The general activities of the Education SIG will be governed by the provisions of these By-Laws.

Education SIG Structure and Activities

Article I – Executive Committee and Officers

Section 1 – Executive Committee

(i) Organizing Executive Committee (OEC) of Education SIG: The Organizing Executive Committee (OEC) is listed in Appendix A. The OEC is responsible for getting the SIG established by identifying the broad goals of the SIG, developing the SIG By-Laws, signing the SPWLA Affiliation Charter, and initiating the SIG’s activities. Once the SIG is established, more members will join the Executive and function as the SIG’s first Executive Committee of the SIG under the terms and conditions noted below.

(ii) The Education SIG Executive Committee (EC) of no more than nine members will be populated by volunteers from only SIG members who are members of the SPWLA (aka Full Members). In the case of an excessive number of volunteers, the current Executive Committee will choose the new members from those volunteering. The Executive Committee has the right to call for the election of new members or officers. The election will be conducted per SPWLA SIG Affiliation Charter. The current Executive Committee shall nominate candidates for officers’ positions. The slate of officers will include a Chairman, a Vice-Chairman, a Secretary and a Treasurer. The Chairman and the Vice-Chairman may also fill the role of any or all of the other two positions. All officers are members of the Executive Committee. The Executive Committee may also include members who are not serving as officers of the SIG.

The Executive Committee will serve for a period of three years. An individual EC member can decide to quit anytime in writing to the Chairman who will then inform the EC and membership and take steps to replace the departing EC member. If the Chairman decides to quit, the Vice Chairman will take over temporarily and will take steps in discussion with the EC to fill the position of Chairman within two weeks. A serving EC member can volunteer to serve in the EC again.

The current Education SIG general membership (i.e., Full Members) shall have the right to petition the parent SPWLA to have the Executive Committee removed. If 25% of the current Education SIG general membership signs this petition, the SPWLA will be asked to organize an election to choose a new Executive Committee. The current Executive Committee shall have the right to petition the SPWLA to dissolve the Education SIG or make it inactive. In the case of dissolution of the Education SIG any money remaining after payment of all debts will be transferred to the SPWLA Foundation.

Section 2 - Officers

Chair

- a) Preside over all Education SIG-related activities and meetings.
- b) Maintain communication with the SPWLA.
- c) Coordinate and lead development of Education SIG-related meetings, workshops, short courses, digital resources, and sessions in general meetings.
- d) Maintain contacts with other professional societies that are also concerned with the same subjects as the Education SIG.
- e) Encourage membership in the Education SIG and in SPWLA.

Vice-Chair

- a) Provide leadership in development of technical content for Education SIG-related meetings, workshops, short courses, digital resources, and sessions in general meetings.
- b) Provide support for contacts with other professional societies.
- c) Provide support for web-based information exchange activities.
- d) Encourage participation in the Education SIG and in SPWLA.

Vice-Chair Digital Technologies

- a) Monitors, and recommends to the SPWLA and the SIG, the use of current digital tools and technologies for SIG-related meetings, workshops, short courses, digital resources, and sessions in general meetings.
- b) Is familiar with, can use, and acts as a resource for the use of digital technologies in providing distance-learning activities, in both real-time and individually-accessed cases.
- c) Informs and works with authors and presenters to insure that their materials are compatible with the technologies used by SPWLA and the Education SIG.
- d) Encourages the use of SPWLA technologies in the distribution of petrophysical and related information and methods in the energy industry in general.

Secretary

- a) Maintain up-to-date membership list of the Education SIG.
- b) Provide written notice of meetings to Education SIG members.
- c) Coordinate location and date for Education SIG meetings, workshops, and short courses.
- d) Encourage participation in the Education SIG and in SPWLA.

Treasurer

- a) Be responsible for collection of all monies for the Education SIG.
- b) Pay all liabilities incurred by the Education SIG.

- c) Provide semiannual financial reports to the Education SIG board.
- d) Help the Chairman on Internal Revenue Service filings.

Article II – Membership

Section 1

Full Members: Any SPWLA member with an interest in petrophysics education shall be eligible to become a Full Member (also denoted as Member) of the Education SIG.

A potential SPWLA member with interest in becoming a member of the SIG, may indicate so by updating his/her SPWLA membership profile on the SPWLA Website and by letting an Education SIG Officer know of his/her interest. The SPWLA office and/or the SIG officer will forward the name and points of contact of the interested SIG member to the SIG Chairman and Secretary to update their records.

Section 2

Affiliate Members: Per the SPWLA SIG Affiliation Charter, an individual who is not a member of the SPWLA but is interested in participating in activities of Education SIG can become an Affiliate Member of the Education SIG at no cost. The potential Affiliate Member will indicate his/her interest by signing up through the SPWLA Website and joining as a Chapter Affiliate through the link

https://www.spwla.org/Shared_Content/Join_Now/Create_Affiliate_Chapter_Member.aspx

Per the SPWLA SIG Affiliation Charter, an Affiliate Member will be restricted to participating only in SIG events, will not be eligible to run for SIG Executive Committee, will not be entitled other benefits of SPWLA membership, and will have no role in amending the SIG By-Laws.

Article III – Dues and Fees

Section 1

Per SPWLA SIG Affiliation Charter, “The SIG may charge entry fees to all SIG events as they see fit to meet their business model.” The SIG Executive Committee will determine the fees. Also, according to the SPWLA Affiliation Charter, only SIG Members (Full or Affiliate) will be granted admittance to SIG events (registration at the door is permissible). However, the SIG retains the right to invite a very small number of non-member speakers or discussants to their events on a case-by-case basis. SIG meetings during SPWLA Symposiums or similar SPWLA events will be open to attendees of the Symposium or the event.

Article IV – Security of Information

None of the technical information arising from the meetings and discussions can be considered confidential. It is the responsibility of each person to contribute or withhold information according to the authorization delegated to him by his company or institution.

Article V – Amendments

Amendments to these By-Laws must be approved by the Executive Committee of the SIG and will be promptly forwarded to Board of Directors of the SPWLA. Amendments to these By-Laws may be proposed by the Executive Committee, or by a committee appointed by the Executive Committee, or by petition in writing by ten general members of the Education SIG. All such amendments must be submitted by e-mail to all SIG general members in

good standing for approval by vote. A two-thirds majority of the votes cast shall be required for submission of the amendment to the SPWLA Board of Directors. Any proposed amendment obtaining a two-thirds majority vote will be sent by the Executive Committee to the SPWLA Board of Directors for review as noted above, with a letter of petition explaining the need for the amendment.

Education SIG By-Laws approved _____

Appendix A

Organizing Executive Committee

Chair: Ahmed Badruzzaman

Vice-Chair: Abbie Morgan

Vice-Chair Digital Technologies: Hani Elshahawi

Secretary: Lesley Evans

Treasurer: Dan Krygowski

Executive Members: To be added upon formal establishment of the SIG

Appendix B

Education SIG Focus Areas and Supporting Goals

- 1) Identify topics of interest to the SPWLA community
- 2) Develop mentoring programs
 - a. Establish mentorship that is accessible to employees of smaller companies that may not have internal experts
 - b. Mentoring of early-career members by more experienced members
 - c. Mentoring of experienced members by other experienced members on specific advanced topics
- 3) Identify and/or grow subject matter experts (SMEs) for applicable topics of interest
 - a. Identify SMEs and determine the best ways to utilize their expertise
- 4) Identify and centralize current educational resources and/or develop new educational materials where needed
 - a. Collections of existing training courses and examples of paths for petrophysicists
 - b. Collections of existing resources on specific topics (e.g. a collection of published papers on basic porosity measurement) – topics that have been covered extensively but that people may not be sure where to search and by what keywords to get the best subset of information
 - c. Bite-sized pieces of information delivered digitally
 - i. e.g. Resources addressing basic issues, common misconceptions, or things that people have learned that they wish they'd known earlier
 - d. Topics that are not pure petrophysics but are important supporting subjects (e.g. Python or statistics) and may require additional petrophysics-specific information on top of whatever general education is already out there
- 5) Enable members to leverage the knowledge of the broader SPWLA community
 - a. Discussion boards – a place where people can ask questions to SMEs or the wider community (must include ideas for encouraging community participation)
- 6) Explore the possibility of a certification program