

CONSTITUTION FOR THE INSTITUTE FOR ELECTRICAL AND ELECTRONICS ENGINEERS

ARTICLE I - NAME

The name of this organization shall be the Institute for Electrical and Electronics Engineers of Bradley University.

ARTICLE II – PURPOSE

The purpose of the club shall be (a) to foster a wide student interest and participation in activities by providing leadership, programs, and service, and (b) to assist students in developing skills and leadership.

ARTICLE III – MEMBERSHIP

Section 1 – Any student regularly enrolled in Bradley University and either a member or student member of IEEE may become a member of the Bradley IEEE club with voting privileges.

ARTICLE IV – EXECUTIVE OFFICERS

The executive officers of the IEEE shall be as follows: President, Vice-President, Secretary, & Treasurer. The aforementioned officers shall constitute the Executive Board.

ARTICLE V – DUTIES OF EXECUTIVE OFFICERS

President – To preside at Executive Board membership meetings: appoint special committees with the approval of the Executive Board: perform other such duties as may be required by the By-Laws or resolutions of the Executive Board.

Vice-President – To preside in President's absence and perform other such duties as may be required by the By-Laws or resolutions of the Executive Board. Plan and organize publicity for activities and special events. Lead all sub-committee(s) of executive members should such a board exist.

Secretary – To attend all general correspondence of the organization and to keep the minutes of all Executive Board and membership meetings and to preserve the records of the organizations. He or She will also perform other such duties as may be required by the By-Laws or resolutions of the Executive Board.

Treasurer – Supervise the financial administration of all revenue periodically to the Executive Board and membership on the financial condition of the organization, and perform other such duties as may be required by the By-Laws or resolutions of the Executive Board.

ARTICLE VI – ELECTIONS

Section 1 – Elections of the Executive Board

- 1) Election of officers shall take place yearly during the second Tuesday of April, unless an official email from the Bradley IEEE email account changes that date.
- 2) New Executive Board members shall start their respective positions one week after student body votes.
- 3) Members shall nominate themselves or be nominated by another student.
 - a) Members who have been nominated will be notified via the Bradley IEEE email account.
 - b) A member who has been nominated may only run for one position.
- 4) To be considered for election the nominee must submit a 1-page application for the position he or she seeks.
 - a) The application must be submitted at least two weeks prior to elections.
 - b) All applicants for the Executive Board must present a speech one week prior to elections at a general meeting.
- 5) Members of the executive board can serve a maximum of two terms in any one position.
- 6) Any student member is eligible for nomination as an officer of the Executive Committee who;
 - a) Meets the college's eligibility for student office holding that consists of a 2.5 average GPA.
 - b) Must be an undergraduate.
 - c) Minimum of sophomore standing and an official member or student member of IEEE by the first meeting of the academic school year following their election.

Section 2 – Elections of the Sub-Committee

- 1) The Executive board members can nominate members of the Bradley IEEE club for the Sub-Committee.
- 2) A member of the Executive Board cannot be nominated for a Sub-Committee.

ARTICLE VII – AMENDMENTS

Amendments to this Constitution may be proposed to the voting membership by a $\frac{3}{4}$ vote in favor of the bill from the Executive Board or by a petition signed by 1/10 of the voting membership. Voting for a bill will occur at the next general meeting from which the initial amendment was proposed. For a bill to pass 2/3 of the general club membership and $\frac{3}{4}$ of the Executive Board must vote in favor of the proposed bill. The Amendment would come into immediately.

Amendment 1 – Release of an Executive Board member

1. An Executive Board member can be removed from his or her position with a 2/3 vote from the Executive Board and a $\frac{1}{2}$ vote from the general members.
 - a. The board member in question is not allowed to vote.
2. A member can also be removed from his or her position with a $\frac{3}{4}$ vote in favor of the removal of said board member from the Bradley University IEEE membership.
 - a. The individual in question is not allowed to participate in this vote.
3. When conducting votes for the removal of an Executive Board member all student members and Executive Board members must participate in the vote.

Amendment 2 – Release of a Sub-Committee member

1. A Sub-Committee member can be removed from his or her position by first proposing to remove the member from their position.
2. A vote based on the proposal to remove a sub-committee member would occur at the next general meeting after the proposal initially occurred.
3. A $\frac{1}{2}$ vote in favor of the removal of the Sub-Committee member and a $\frac{1}{2}$ vote from the general members will release the responsibilities of the Committee member.
4. If the Committee member to be removed has responsibilities that require him or her, then the Vice President would preside over those responsibilities.
5. When conducting votes for the removal of an Executive Board member all student members and Executive Board members must participate in the vote.

Amendment 3 – Sub-Committee

1. The Executive Board can appoint a sub-committee to act under the Vice President.
2. A Sub-Committee cannot exist without a charge. A charge must be written and voted on with a $\frac{3}{4}$ vote of approval from the Executive Board to initialize a Sub-Committee.
 - a. The Executive Board may edit the charge.
 - b. To have the edited charge come into effect the new charge must be voted on by the Executive Board and Committee that is affected by the edit.
 - c. Votes in favor of the edited change by $\frac{3}{4}$ by the Executive Board and the respective committee members upon which the change would effect.
 - d. The new charge would go into effect immediately.
3. The Committee must follow the charge given to them by the Executive Board.
4. Any events that are planned must be presented to the Executive Board.
5. A member of the Executive Board can nominate members for the sub-committee during an executive board meeting.
 - a. The Executive Member who made the nomination is not allowed a vote for the initiate of that same member.
6. The Executive board must vote on the new member at the next board meeting.
 - a. A nominee may become a member of the sub-committee with a 2/3 vote in favor of the nominee from the Executive Board.
7. Any member of sub-committee(s) reports directly to the Vice President.
8. Members of sub-committees can be silent members of the executive board meetings.

ARTICLE VIII – BY-LAWS

By-Laws, not inconsistent with this constitution, may be adopted or amended by 2/3 vote in favor of the proposed By-Law by the regular members present at any regular or special meetings, providing the By-Laws are submitted in writing at least one week previously at either a regular or special meeting of the general membership

Section 1 – Faculty Advisor

1. The faculty advisor must attend an executive board meeting once a month.
 - a. The faculty advisor must receive a notification a week in advance.
 - b. He or She may be excused with a 3-day notice to the president or vice president with reasonable cause.
 - c. He or She may be excused without notice in the case of an emergency.

Section 2 – Attendance of Executive Board

1. To have a general or executive board meeting the President or Vice President must be in attendance.