The University of Alabama - Tuscaloosa Student Chapter of the AVS Constitution

ARTICLE ONE: NAME
Section 1. The organization shall be known as BAMA AVS Student Chapter, hereinafter designated as the “Student Chapter.”

Section 2. The charter of the Student Chapter is to promote communication, disseminate knowledge, and to advance education in science and technical areas relevant to AVS. The Student Chapter will focus its attention in areas related to development of new materials, process technology, and devices, and to the understanding of the properties of materials.

ARTICLE TWO: PURPOSE
Section 1. The purpose of this effort is to facilitate research, development and manufacturing for the betterment of humanity. The Student Chapter is a nonprofit organization.

Section 2. The objectives of the Student Chapter shall be to: (1) broaden the awareness of the AVS among the academic and local communities, (2) promote the professional development of its members by its programs, (3) establish interactions between students, other student chapters, the regional chapter of the society, and the national AVS, (4) contribute to the development of science and technical areas relevant to the AVS at the university through activities involving the chapter members, and (5) expand the student’s insight of career opportunities.

ARTICLE THREE: MEMBERS
Section 1. Organizations must allow for self-nomination for membership.

Section 2. If non-University of Alabama students are allowed membership, at least 50% plus one of the membership should be University of Alabama students. All organization officers must be University of Alabama students.

Section 3. Membership selection and expulsion procedures should be outlined.

Section 4. Membership in registered student organizations shall be open to all students of The University of Alabama, without regard to race, religion, sex, disability, or national origin, except in cases of designated fraternal organizations exempted by federal law from Title IX regulations concerning discrimination on the basis of sex.

ARTICLE FOUR: OFFICES
Section 1. The officers of the Student Chapter shall consist of a Chair, Vice-Chair, Secretary, Treasurer, and two Members-at-large. The Offices of Secretary and Treasurer may be combined, and held by one person.

Section 2. The term of office for officers at large is one year. The terms of office shall commence on June 1, for the allotted term, but in any case, shall continue until successors are duly elected and take office. No member may serve in the office of Chair or Vice-Chair for more than two consecutive years.
Section 3. The Chair is the principal officer and is responsible for leading the Chapter and managing its activities in accordance with the policies and procedures of the AVS and these by-laws. The Chair shall preside at all meetings of the Student Chapter and of its Executive Committee. The Chair shall, as soon as is reasonably possible after taking office, appoint the Chair of all committees specified in these By-laws.

Section 4. The Vice-Chair shall preside at meetings in the absence of the Chair, assist the Chair in the management of the Student Chapter, and perform other duties that may be assigned by the Chair.

Section 5. The Secretary shall maintain a list of all members in good standing as provided by the AVS. He/she shall be responsible for the following: (1) keeping the minutes of all Student Chapter and Executive Committee meetings, (2) distributing and receiving all literature pertaining to the operation of the Student Chapter, and (3) submission of any proposed amendment to these by-laws. In case of temporary incapacity of the Chair and Vice-Chair, the Secretary will take over the duties of Chair.

Section 6. The Treasurer shall keep a strict accounting of all income and expenditures. He/she may pay out such funds as authorized by the Chair or Executive Committee to meet all obligations of the Student Chapter. He/she shall issue a report of the financial standing of the Student Chapter at the annual business meeting or whenever requested by the Chair. He/she may be bonded at the expense of the Student Chapter and shall file a Chapter Treasurer’s report with the AVS Treasurer when requested. The Treasurer shall have signature authority over Chapter financial accounts.

Section 7. Election should be held during the annual meeting, as stated in Article Five.

Section 8. To be eligible for election, the nominee must be an AVS student member or must have applied for such membership.

Section 9. A committee consisting of three members appointed by the Chair shall conduct nominations for the officers.

Section 10. Nominations will be open for at least three weeks prior to the annual meeting.

Section 11. Election will be by a majority of votes cast by those members present at the election meeting.

Section 12. An elected officer can be removed from office for misconduct or failure to perform the duties of his/her office. A motion for removal may be introduced by any member of the Student Chapter at any meeting of the Student Chapter, provided the meeting has been announced to members. The motion may be discussed but not voted on before the next meeting of the Student Chapter, provided that meeting is also announced to the members. The motion for removal must be approved by a two-thirds vote of members present at that meeting.

ARTICLE FIVE: MEETINGS
Section 1. The chapter shall hold an annual business meeting.

Section 2. The annual business meeting should usually be held in either the April-May or November-December time frame.

Section 3. Regular meetings should be held to the best of committees’ ability to ensure a successful chapter.

Section 4. Regular meetings consist of monthly Executive Committee meeting and chapter meetings.

Section 5. Executive Committee meeting should constitute of at least two office quorums at any organizational meeting.

ARTICLE SIX (RELATIONSHIPS)
Section 1. The Chapter is part of the American Vacuum Society (AVS) by a petition approval of The Board of Directors.

Section 2. The Chapter should maintain at least eight AVS student members, but not limited to The University of Alabama students.

ARTICLE SEVEN (COMMITTEES)
Section 1. The officers of the Student Chapter, including the Academic Adviser and at least two other members-at-large of the Student Chapter, shall constitute an Executive Committee as provided in the By-law of the Chapter.

Section 2. The standing committees of the student chapter shall be Program, Membership, and Publicity. The number and functions of the committees is determined by the chapter’s activities and goals. The Program Committee shall plan and make arrangements for the technical programs of the Chapter’s meetings in accordance with the membership’s interests and the aims of the Chapter. The Membership Committee shall organize and implement programs that promote student membership as a way to explore science and technical areas relevant to the AVS as a field of study and career path. The Publicity Committee shall maintain a mailing list and publish and distribute all notices and publicity for and to the members of the Chapter.

Section 3. A committee consisting of three members appointed by the Chair shall conduct nominations for the officers and Executive Committee members. The committee’s role will be to ensure a full slate of candidates.

Section 4. The standing committees should fully comply with the responsibilities of the position and assist other committee to the best of their ability.

Section 5. Any Executive Committee member who misses two (2) consecutive regular Executive Committee Meetings shall be deemed to have resigned and vacated office. The Executive Committee shall consider prior contributions and reasons for missing these meetings, and this provision may be set aside by a two-thirds majority vote of the Executive Committee.
Section 6. Any vacancies occurring on the Executive Committee, except that of the office of Chair, shall be filled by appointment by the Chair and approved by majority vote of the Executive Committee. The incoming member shall serve until the normal term of the predecessor has expired. If the office of the Chair becomes vacant, the Vice-Chair will fill the unexpired term. In the event of a simultaneous vacancy in the offices of Chair and Vice-Chair, the Executive Committee shall appoint a Chair to fill the unexpired term.

Section 7. The committee chair should be appointed by The Chair of Student Chapter, with agreement with academic advisor. The committee chair must be an AVS student member.

Section 8. The committee Chair shall select no less than two members of the Chapter to serve on the Committee as needed. At the annual business meeting, each Committee is to file, with the Executive Committee, a report with respect to the matters in their charge, which the committee deems advisable. Each Committee budget proposal shall be submitted to the Executive Committee for approval. Expenses incurred by the Committee shall be limited to the budgetary amount.

Section 9. With the advice of the Student Chapter’s Executive Committee, the Chair may appoint such temporary committees as appropriate. The Nominating Committee, consisting of at least three voting members of the chapter, at least two of whom shall not be members of the Executive Committee, shall be appointed by the Chapter Chair at least two months prior to the Election Meeting. Some Student Chapters assign this function to the Past Chair, if available, as the person who knows what all the jobs require.

ARTICLE EIGHT: ADVISERS
Section 1. The academic advisor should be nominated by the predecessor advisor after June 1 the election/selection of new Chapter Officers.

Section 2. The term of academic advisor at large is one year. The term of advisor shall commence on June 15, for the allotted term, but in any case, shall continue until successors are duly elected and take office. No member may serve in the office of advisor for more than two consecutive years.

Section 3. The academic adviser’s responsibilities are to: (1) assist in providing continuity from year to year as student leadership and personnel change, (2) promote good student relationships, (3) help maintain university standards in all Student Chapter activities, (4) exercise financial supervision by promoting prompt payment of bills and overseeing the settlement of all accounts in the event of dissolution of the Student Chapter, and (5) represent this Student Chapter’s interests to academia, administration and professionals.

ARTICLE NINE: PARLIAMENTARY AUTHORITY
Section 1. The rules contained within the current edition of Robert’s Rules of Order shall govern this Association in all cases to which they are applicable, and to which they are most consistent with the Constitution or the By-laws.

ARTICLE TEN: AMENDMENTS
Section 1. The Chapter Advisor may propose amendments to these by-laws from time to time to improve the operations of the Society.

Section 2. Any three (3) of the Chapter members or one (1) percent of the Student Chapter membership, whichever is greater, can propose amendments to these by-laws. The Executive Committee of the Student Chapter members shall consider each amendment proposed and prepare an analysis of the effects of the proposed amendment on Student Chapter operation and shall submit this analysis together with its recommendation.

Section 3. All amendments shall require the approval of both the Executive Committee, by a minimum of a two-thirds majority, and by a two-thirds vote majority of all chapter members attending the next regular meeting, provided that such two-thirds majority shall include at least half the members of the Student Chapter.

Section 4. The Chapter Advisor must approve amendments before they can become effective.

ARTICLE ELEVERN: By-Laws
Section 1. By-Laws to this Constitution shall be enacted by a two-thirds vote of the committee after a second reading of the By-Law before the Legislature.

Section 2. Guidelines which are not stated in Constitution may adopting by-laws. Aka, Finance and Dissolution of Student chapter.