Inclusive Advancement Of Multicultural Students In Stem Club

Constitution

Of

Westfield State University

(IAMSSTEM)

**Article I**

Name:

*Section 1*

This organization shall be known as the Inclusive Advancement of Multicultural Students in STEM Club of Westfield State University hereafter referred to as IAMSSTEM.

**Article II**

Purpose:

*Section 1*

IAMSSTEM is an organization that supports the individual needs of students from multicultural backgrounds, so that they are better prepared to succeed academically and professionally in the science, technology, engineering and mathematics fields. IAMSSTEM is established for the academic advancement, extracurricular enjoyment, and educational recreation of all STEM interested students at Westfield State University. This club aims to inform students about STEM and related fields in a constructively fun manner, and to provide a supportive social network of peers within the science, math, or any other department.

**Article III**

Membership:

*Section 1:*

Membership shall be open to all full-time and part-time undergraduate students of Westfield State University who have paid their student activities fee for the current academic semester.

*Section 2:*

Membership shall be determined by attendance at two consecutive meetings and participation at club meetings and special events.

**Article IV**

Officers:

*Section 1:*

Officers shall be President, Vice President, Secretary, and Treasurer.

*Section 2:*

·         President shall be the executive officer and shall have active management of  IAMSSTEM All meetings shall be convened by the President, and the agenda items should be submitted to the President for insertion into the agenda no less than forty-eight (48) hours before the meeting date. The president shall be the primary contact for the club.

·         Vice President shall assist the president and serve as liason for any events that the president is unable to attend. The vice president shall convene meetings in the absence of the President, and assist the president in any ways necessary.

·         Secretary shall maintain the books and records of meetings, members, and member contact information. The secretary shall maintain accurate and complete records of meeting minutes and any club documents. They shall be responsible for maintaining contact with members and general communication with club members.

·         Treasurer shall be financial officer of IAMSSTEM and shall have charge, custody and responsibility for depositing and removing funds from the club account(s) The treasurer must maintain accurate and complete records of all financial transactions completed by IAMSSTEM. They shall make reports of all financial activities, needs, and general status at formal meetings.

*Section 3*

All active members are eligible to hold office.

*Section 4*

Term of office shall be for one academic year, beginning the first day of the fall semester and ending on the last day of spring classes.

**Article V**

Advisors:

*Section 1:*

Advisors are open to any faculty, staff or librarian

*Section 2:*

The advisor is to serve supervise and assist in carrying out activities and decisions,

*Section 3:*

The advisor is selected upon a majority vote of fifty percent (50%), from the members of the club

**Article VI**

Elections:

*Section 1:* All active members of the club will participate in casting votes in a paper ballot for nominations

*Section 2:*

The secretary will be a nonvoting member and shall be responsible for ensuring that votes are tallied for proper organization. If the secretary is running in the election a predetermined non-voting member will count the votes. Votes will be cast on a paper ballot.

*Section 3:*

No election may be held if there is not a quorum of fifty percent (50%) of the club members plus one (1) present at the meeting.

*Section 4:*

Ties will be broken by the secretary. If the secretary is running a predetermined non-voting member will break the tie.

*Section 5:*

Elections shall take place at least three (3) weeks prior to the end of the academic year.

**Article VII**

Meetings:

*Section 1:*

The club will meet no less than twice (2) monthly, at regular and consistent times. Intervals, day of the week, and time shall be determined by the Executive Board in accordance with their availability.

*Section 2:*

Officers may hold separate meetings with only the officers or meetings without the advisors.

*Section 3:*

Executive Board meetings may be held at any time. Need for these meetings shall be determined by the president and vice president.

**Article VIII**

Vacancies:

*Section 1:*

Upon the resignation of an executive board member, votes will be cast at the next meeting following the procedure outlined in Article VI

*Section 2:*

If an advisor resigns an election shall be held in order to organize their immediate replacement following the procedure outlined in Article V.

**Article IX**

Amending Procedure:

*Section 1:*

This constitution may be amended by a two-thirds (2/3) majority vote of the voting members of the club and if approved the Rules and Regulations Committee of the Student Government Association.

**Article X**

Removal From Office:

*Section 1:*

An officer may be removed by a two-thirds majority vote of the members, if said officer is not considered to actively fulfill his or her respective duty, Positions shall be filled by the procedure outlined in Article VII, Section 1.

*Section 2:*

An advisor may also be removed by a two-thirds majority vote by the members, if said advisor is not considered to actively fulfill his or her respective duty. Positions will be filled by the procedure outlined in Article VII, Section 2.

**Article XI**

Recognition Of Safety And Waiver of Liability:

*Section 1:*

1. The Student Government Association (herein, SGA) and this Club*, Inclusive Advancement of Multicultural Students in STEM* recognize that the overall safety and wellbeing of its Club members is a priority function of the Club.
2. This Club­­­­ is only authorized to conduct its activities in a designated University approved location such as one provided on campus grounds or at a recognized location that is designed or approved for this Club’s specific activities.
3. Each Club member, as a material condition of membership, understands, accepts and agrees that his/her participation in this Club is voluntary and that he/she voluntarily assumes all risks and liabilities associated with his/her participation.  Each Club member, by accepting membership, agrees to hold the SGA harmless from and indemnify the SGA against any and all liability, including, but not limited to physical, financial, emotional and property damage claims, whether sustained or inflicted, in connection with or in any way related to the participant’s participation in the Club.
4. Once approved the SGA acts as an administrative resource for the Club and is not responsible for managing Club activities. The Club must be under proper supervision (by an advisor or coach or certified facility manager) while performing Club activities which may include but are not limited to practices, meetings and competitions.
5. Any and all injuries, whether incurred or inflicted in connection with Club activity, must be reported to Westfield State University Public Safety (413) - 572-5262 immediately per University reporting procedures. The SGA Parliamentarian or Representative must also be notified of such injury in writing no later than twenty-four (24) hours after the injury occurs.  Reports of injuries will be kept by the SGA within the Club’s file.
6. After a report of such an injury has been made, all Club activities must cease while the cause of the injury is determined and an assessment of the situation occurs. After such determination and assessment by the Rules and Regulations committee, the club may resume its activities only if authorization from the SGA Parliamentarian to resume is issued in writing.

*Section 2:*

Failure to adhere to these conditions may result in sanctions, up to and including, revoking the Club’s active status as determined by the Rules and Regulations Committee.