**FLORIDA INTERNATIONAL UNIVERSITY**

**STRUCTURAL ENGINEERING INSTITUTE GRADUATE STUDENT CHAPTER (SEIGSC)**

**CONSTITUTION**

# PREAMBLE

We the members of SEI graduate student chapter, and subscribing to the regulations and policies of Florida International University, establish this Constitution to govern the matters within our organization.

**Article I - Name**

**Section 1** The name of this organization shall be SEI Graduate Student Chapter.

# Article II - Purpose

**Section 1** Primary purpose of this organization is to develop, share, and disseminate knowledge and information about Structural engineering, and practice innovative thinking to provide solutions for any critical structural challenges. To make FIU students familiarize with the exciting structural research and available educational resources to encourage them in research activities. Also, to facilitate students to develop as a potential leader for the industry by participating in professional conferences and related activities.

# Article III – Membership

**Section 1** Membership is open to all FIU students. Membership may be terminated in case of misconduct, considering the FIU policies for student organizations. General body will have power to suspend or terminate membership if any misconduct is discovered or reported. To end a membership, a quorum, which is defined as 50% +1 of the votes, should be met.

 **1.1** Appealing process is recognized under the terms stated in Section 4.1.

**Article IV - Officers Section**

**Section 1** The officers of this organization shall consist of:

* President
	+ Responsible for overall planning of events and leading the organization towards the defined goals.
	+ Maintaining the Panther Connect account.
	+ Communicating the activities with the advisor and also the organization members.
	+ Act as the representative and point of contact between the organization and other entities from inside or outside FIU.
	+ Ensure the on time registration of the organization at the beginning of the semester, according to the dates announced by FIU Council of Student Organizations.
* Vice President
	+ Responsible for the execution of events and meetings
	+ Manage communication between officers (board members)
	+ Take meeting notes
* Treasurer
	+ Responsible for maintaining the balance sheet of funds and keeping track of spending.
	+ Submitting the File for Funds request and ensuring the proper documentation required upon submitting the funding and reimbursement requests.
* CSO Representative
	+ Working as a liaison between the SEIGSC and CSO
	+ Attending monthly CSO meetings or managing a replacement in case the representative cannot attend.
	+ Submitting the point request forms within the CSO announced deadlines.
* Organization liaison
	+ Acts as the link between SEIGSC and other clubs in order to find the common areas of interest to activate the potentials through collaborative activities.
	+ This position is strongly suggested to be filled by an undergrad student in order to provide a more effective and collaborative relation between graduates and undergraduates.

**Section 2** All officers must have GPA of at least 2.5.

**Section 3** Term of office shall be one academic year.

**Section 4** Any officer that has been involved in any misconduct, considering the FIU policies for student organizations, or not performing his responsibilities as defined by the constitution, may be removed. President will have power to initiate the removal process of an officer. Removal will require simple majority of E-board, defined as half plus one, voting in favor of removal. The affected officer should be notified to attend the board meeting and provide a defense. This notification should be officially sent through the Panther Connect portal. If the board approves the removal initiation, that becomes on the agenda for the next general meeting. If 50%+1 of the voting members present vote in favor of the removal, then the officer will be removed.

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#  4.1 Appealing

The removed officer (member) may ask for a reconsideration and a second voting within two weeks after the decision has been made, if two-thirds of the organization members endorse the appeal request by providing their signatures or vote on an online poll under the Panther Connect portal.

# Article V - Elections

**Section 1** Election will be held once in a year at the beginning of summer semester.

**Section 2** Special election will be held within three weeks of the vacancy being available. Election will be held in the general meeting. Special general meeting can also be called for the election purposes.

**Section 3** Election will be held through secret ballot. All the members present at the meeting will be eligible to vote and the simple majority of the voting members present constitute the quorum.

# Article VI - Meetings

**Section 1** Regular meetings of this organization shall be held monthly. Vice president shall be notifying the meeting through emails and notice board.

**Section 2** Fifty percent +1 of the voting members is defined as the required quorum for general body meetings.

# Article VII - Advisors

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| **Section 1**  | There shall be at least one full time faculty/staff advisor at all times in the organizations. |
| **Section 2**     | Advisor will oversee all the activities and events. E-board is recommended to meet the advisor once a month to keep him/her informed about the current and future activities. **Article VIII – Amendments**  |
| **Section 1**  | A 2/3 majority vote in the general meeting shall be required to amend the constitution.  |
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