

## Preamble

We, the members of the Indiana University Artificial Intelligence Club, hereby adopt and establish this Constitution to govern and serve as a guide to the operations within this organization.

## Article I. Name

The official name of this organization shall be the Artificial Intelligence Club at Indiana University (“the Club”). Acceptable abbreviations include: Artificial Intelligence Club, AI Club at IU, or AI Club.

## Article II. Objectives

The objectives of the Club are as follows:

1. To nurture the use, education, and research in the field of artificial intelligence on IU Bloomington campus;
2. To provide students with opportunities and experiences related to artificial intelligence;
3. To establish an environment that challenges students to think outside of the box in terms of AI usage and research;
4. To connect students interested in artificial intelligence to related opportunities and information off campus.

## Article III. University Compliance

### Section 1. Statement of University Compliance

This organization shall comply with all Indiana University regulations and local, state, and federal laws.

### Section 2. Anti-Hazing Policy

Hazing by members of the Club is strictly prohibited. Hazing shall be defined as conduct which subjects another person, whether physically, mentally, emotionally, or psychologically to anything that may endanger, abuse, degrade, or intimidate the person as a condition of association with

a group or organization, regardless of the person's consent or lack of consent.

### Section 3. Personal Gain Clause

This organization, if raising funds, shall ethically raise and distribute profits from organization functions to either the organization or to members who provide a service that directly benefits the organization. Individual members may not receive compensation directly from for-profit companies if acting as a representative of a student organization.

## Article IV. Membership

### Section 1. Statement of Non-Discrimination

The Indiana University Artificial Intelligence Club allows any interested student to participate in, become a member of, and seek leadership positions in the organization without regard to arbitrary considering of such characteristics such as age, color, disability, ethnicity, sex, gender identity, marital status, national origin, race, religion, sexual orientation, or veteran status.

### Section 2. Eligibility

All undergraduate and graduate students enrolled at Indiana University – Bloomington shall be eligible for membership in the Club.

### Section 3. Requirements for Membership

Students who wish to join the Club must meet the following criteria to be considered members:

1. Be signed up for the Club's mailing list.
2. Attend at least 2 meetings per academic semester (exclude summer).

### Section 4. Dues

Members of the Club shall not be required to pay dues to retain membership. If dues are required in the future, all dues shall be processed through the Club's SOA account.

### Section 5. Extension of membership

Members would be invited to extend the membership after each year. If any member denies the extension of the membership, removal process should be taken (See details in Section 6), otherwise the membership would be retained for the new academic year.

## Section 6. Removal of membership

Membership will be removal in such circumstance:

- a. For anyone who fails to attend 2 meetings per academic semester (exclude summer semester), e.g. If a member fails to attend 2 meetings in the Fall semester, then membership would be lost in Spring semester.
- b. Member who denies the extension for the membership (See details in section 6).
- c. End of membership by request. Any member has the right to request for end of membership by emailing the Board.

The board will vote for any decision of membership removal once any member meet any circumstance above. Decision would be sent to any member who lost membership by email and will be removed from the mailing list if no appealing is received within 2 weeks.

## Section 7. Rejoin

Any member who has lost membership can request the Board for rejoin. Rejoin procedures shall be processed in such circumstance:

- a. Appealing the removal decision within two weeks of notification. If Board agrees that the membership is removed by mistake, then a reverse procedure would be taken place.
- b. Members can request to rejoin in a new academic year if a removal process is already finished.

The rejoin process would be taken by signing up the mailing list.

## Article V. Executive and Technical Board

The Executive and Technical Board (“the Board”) of the Club acts as the governing body of the Club and consists of the following officers, who are to perform the duties and carry the responsibilities listed below.

### 1. President

- a. Oversee the Club and its operations.
- b. Preside over and create agendas for meetings.
- c. Act as the liaison between the Club and other University-related organizations, such as the School of Informatics and Computing, the SICE student government, and other student organizations.
- d. Manage the Club’s mailing list.
- e. Coordinate elections and ensure the succession of officer positions.
- f. Lead and assist the other officers of the Board to ensure fulfillment of responsibilities.
- g. Ensure that this Constitution is properly observed and followed.
- h. Perform any necessary duties not outlined by this Constitution with agreement from the Board.
- i. Oversee all expenditures in addition to the Treasurer.

### 2. Vice President

- a. Act as an assistant to the President as needed.
- b. Perform presidential duties in absence of the President.
- c. Assume position of the President upon office vacancy.
- d. Keep attendance records of the Club’s members.
- e. Perform any necessary duties not outlined by this Constitution with agreement from the Board.

- f. Coordinate activities with other student organizations at Indiana University.
3. Technical Board
- a. Oversee the technical development of the club
  - b. Initiate researches and projects to help undergraduate students with gaining experience.
  - c. With authorization from the Board, contact and engage in correspondence with external parties such as University officials, professors, and employers on behalf of the Club.
4. Treasurer
- a. The president will oversee all expenditures in addition to the Treasurer.
  - b. Request necessary funds from the University
  - c. Save receipts and submit necessary financial documents
  - d. Manage the Club's budget

## Article VI. Appointment of Officers

### Section 1. Executive officers

The terms of the offices of President, Vice President and Treasurer are elected once a year before the first meeting of academic year. Additional elections would be held under these conditions:

1. The current incumbent officer has or will be graduating from the University.
2. The current incumbent officer resigns with a notice at least two (2) weeks in advance.
3. The current incumbent officer is impeached with a 2/3 majority vote by the members of the Club.
4. The current incumbent officer has dropped below full-time status as a student at Indiana University.

## Section 2. Technical Board

The technical board includes 3 to 5 graduate students with prior experience in artificial intelligence research. To be considered for a position on the technical board, a member desiring the office must be nominated by an active member of the Club. Self-nominations are allowed.

## Section 3. Procedure

Once a member has been nominated for office, the member shall submit a resume to be examined by the Board and shall be subjected to an interview by the President and/or Vice President. Upon agreement by both the President and Vice President, or a 2/3 majority vote by the Board, one (1) applicant shall be chosen to succeed the office.

## Section 4. Impeachment

The members of the Club may exercise their right to impeach a member of the Board with a 2/3 majority vote if it has been proven that the officer has:

1. Broken the rules outlined in this Constitution.
2. Abused their position for personal or financial gain, including using Club-allocated funds for matters not related to the Club.
3. Failed to perform their duties and/or responsibilities as a member of the Board.

A request to initiate the impeachment process must be presented in writing at an official Board meeting. The written request must include a list of grievances.

## Section 5. Vacancies

In the event of a vacancy in the office of the President, the Vice President shall succeed the office of the President. All other vacancies shall be filled at the discretion of the Board.

## Article VII. Advisor

Specific duties of the Club's Faculty Advisor are as follows:

1. Attendance at meetings of the Board at the request of one or more Board member.

2. Oversight of funds per academic semester.
3. Representation of the Club's interest with the School of Informatics and Computing.

Advisors would be removed under such circumstances:

1. Leave position for self-voluntary.
2. Break any rule under article III.
3. Fail to respond to the Board for at least two months without any excuses.
4. Leave for another position outside IU.

Processes should be followed to remove the advisors:

1. A meeting will be held before the removal of advisors by the Board.
2. Candidates of new advisors should be prepared before the removal process.
3. A vote will be held by Board to decide the removal of advisor
4. Inform the advisors for the removal decisions.

## Article VIII. Meetings

### Section 1. Regular Meetings

The Club shall hold regular meetings every week during the academic year. Meetings shall not be held on days of which the following exceptions apply:

1. Official University holidays and breaks as defined by the Office of the Registrar.
2. Days during a week in which midterm exams take place.
3. Days during a week in which final exams take place and the week before.

At regular meetings, announcements shall be given, and brief club activities are to take place. The President shall set meeting agendas.

## Section 2. Special Meetings

The President shall have the authority to call special meetings of the Board. Members of the Board shall receive no less than forty-eight (48) hours advance notice of the time and place of the special meetings.

## Section 3. Events

Club-sponsored events shall take place at least once a month during the academic year. Activities to take place at club-sponsored events are to be decided by the Board.

# Article IX. Finances

## Section 1. Management of Finances

The Treasurer shall meet the boards and advisor monthly to report the money management and oversee the budget once a month. The Treasurer shall be responsible for making the current financial status available to the Board and Advisor(s) and regularly reviewed by a Board member or Advisor. The Board shall determine the appropriation of funds and shall have the authority to assess and, if necessary, reassign those funds on a semester-by-semester basis.

## Section 2. Dissolution

In the event of the dissolution of the Club, all assets shall be transferred to the School of Informatics and Computing and be used toward the funding of Undergraduate and Associate Instructor positions in Computer Science courses.

# Article X. Politics

The Club and those representing it shall not declare public support of any registered political party or candidate for public office at the local, state, or federal level on behalf of the Club as a whole.



## Article XI. Amendments

### Section 1. Voting Eligibility

The constitution may be amended by a two-thirds majority vote of those eligible to vote in amendment proceedings. Those eligible to vote on amendments are the current members as designated in Article IV, Section 3 of the Constitution.

### Section 2. Procedure

Any member may offer an amendment or proposal to the Board. Proposed amendments must be discussed at a minimum of one (1) Board meetings prior to final vote. The decision to discuss the proposed amendment shall be decided by the Board at the time of the proposal. A unanimous vote against the proposed amendment shall rescind the amendment and terminate further consideration. Approval of the amendment for purpose of further consideration shall mandate the placement of the amendment on the Board meeting agenda for discussion at the next regular group meeting. The final vote on the proposed amendment shall be taken at the second regular meeting following the meeting at which the original proposal was made. No absentee ballots shall be permitted on any vote pertaining to an amendment to the Constitution. Amendments shall be effective beginning with the next Board term.

## Article XII. Ratification

### Section 1. Voting Eligibility

Those eligible to vote on ratifications of the constitution shall be all voting members of the Board as defined in Article V of the Constitution.

### Section 2. Approval Requirement

Ratifications shall require a unanimous vote of all those eligible to vote. No absentee ballots shall be permitted.