

Constitution of the Undergraduate Technology Student Association

Article I -- NAME OF THE ORGANIZATION

This student organization is to be name the Undergraduate Technology Student Association, hereafter referred to as UTSA.

Article II -- MISSION STATEMENT

The Undergraduate Technology Student Association is a student organization in the School of Informatics, Computing, and Engineering whose mission is to strengthen the community of SICE by being the central hub for all SICE related resources and areas of study with a student-first focus. We strive to connect SICE students by initiating events related to technical subject matters where students can meet new people and strengthen existing relationships with their peers within the School. We hope to bring these people together based on their areas on interest or curiosities outside of their core academic curriculum.

Article III -- MEMBERSHIP

Section A. Statement of Non-Discrimination

UTSA allows any interested student to participate in, become a member of, and seek leadership positions in the organization without regard to arbitrary consideration of such characteristics as age, color, disability, ethnicity, gender, marital status, national origin, race, religion, sexual orientation, or veteran status. Under 20 U.S.C. 1681(a)(6)(A), social fraternities and sororities are exempt from Title IX discrimination prohibitions on the basis of sex with respect to their membership practices. The law recognizes that differentiated treatment based on sex for purposes of membership in a social fraternity or sorority is not arbitrary or unlawful, and such membership practices are not in violation of this statement of nondiscrimination.

Section B. Eligibility

All undergraduate students currently enrolled at the Indiana University - Bloomington campus shall be eligible for membership in UTSA. For the Vice President and President level of membership, students must be pursuing a major, minor or certificate within the School of Informatics, Computing and Engineering.

Section C. Structure

UTSA shall be composed of four (4) levels of membership

1. President: student who has joined the association at a member level, participates regularly in UTSA programs and events, serves as President for the entire organization, attends monthly Executive Board and Board of Director Meetings.

2. Vice President: student who has joined the association at a member level, participates regularly in UTSA programs and events, serves as a Vice President of a specific UTSA area, attends monthly Executive Board and Board of Director Meetings.
3. Director: student who has joined the association at a member level, participates regularly in UTSA programs and events, and Board of Director Meetings.
4. General Membership: student that has joined the association at the member level; automatically added to the email list.

Section D. Dues

At this time, dues are not required to join UTSA. If dues are required in the future, all dues will be processed through the UTSA SOA account.

Article IV -- UNIVERSITY COMPLIANCE

Section A. Statement of Compliance

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

Article V -- EXECUTIVES

Section A. Statement of Compliance

This UTSA Executive Board shall be comprised of the President and a minimum of four (4) Vice Presidents:

- President shall be responsible for providing leadership and guidance to all Vice Presidents and Directors, as well as in charge of all external affairs acting as the liaison between UTSA and all other SICE organizations.
- The Vice President of Design is in charge of maintaining the brand and all related materials for the organization. This includes the logo, marketing materials, and other things as specified.
- The Vice President of Internal Affairs is in charge of organizing and overseeing all events, maintaining the BeInvolved page, and taking notes and attendance at every meeting.
- The Vice President of Marketing is in charge of overseeing all social media accounts, maintaining the website, sending out emails to the general membership, and administering a PR plan for the organization. This includes sending out all event notices and implementing design materials.
- The Vice President of Finance is in charge of all financial responsibilities of the organization. They are to maintain the money both in the organization's SOA account and other money allocated for organizational events.

Specific duties and responsibilities of each are as follows: attending all meetings of the Executive Board; attending all Board of Director meetings; attending all Mass Member meetings; attending all functions designated as official by UTSA President; maintaining all areas of budget under their responsibility; meeting at least monthly with all Directors under their respective supervision; meeting regularly with the UTSA President; and fulfilling all requirements of their respective areas necessary to implement programs that meet the standards, goals, and objectives established by the Vice Presidents. All members of the Executive Board shall also be responsible for meeting all other requirements set forth in the Constitution and Bylaws of UTSA where expressly stated or implied.

Section B. Eligibility Requirements

Vice President must also have served at least one (1) semester as an UTSA Director prior to serving on the Executive Board.

Section C. Selection

The Selection Committee is automatically made up of the UTSA Advisor, President and parting Vice Presidents. All Directors interested in Executive positions will submit an application. The Selection Committee shall be responsible for interviewing all Executive Board candidates and for positioning the new Executive Board members.

Section D. Term of Office

The Vice President officers shall be selected in the spring of each year and shall serve a one (1) academic year term beginning in May. Membership on the Executive Board is limited to one (1) term of office, unless reappointed for another term.

ARTICLE VI -- DIRECTORS

The rules addressing Vice-Presidents also apply to Directors and serves within a specific Vice President area.

ARTICLE VII -- REVISIONS OF ORGANIZATION STRUCTURE

Section A. Program and Project Assignments

Prior to the selection of the incoming Executive Board, the outgoing board shall meet to determine what projects and programs will be implemented the following year. All proposals rendered by the outgoing Executive Board under the provision of this section shall be subject to review and modification by the incoming Executive Board.

Section B. Number of Officers

The outgoing officers shall determine the number of officers that will comprise the incoming Executive Board and Board of Directors.

ARTICLE VIII -- ADVISOR

Section A. Advisory Board Members

Faculty of the School of Informatics, Computing and Engineering are the only official advisory members of the executive board. These individuals shall serve on the board of advisory, non-voting capacity, except where otherwise noted in the constitution and bylaws. There is no limit to how many advisors the Executive Board can select. The Executive Board can remove an advisor by a three-fourths majority vote.

Section B. Duties and Responsibilities

Specific duties of the UTSA Advisor are as follows: attendance at meetings of the Executive Board at the request of one or more Executive Board member; attendance at all meetings of the Board of Directors at the request of one or more Executive Board member; attendance at all functions designated as official by the President of UTSA at the request of one or more Executive Board member; meeting regularly with each member of the Executive Board; oversight of UTSA funds; represent UTSA's interest with the School of Informatics.

ARTICLE IX -- MEETINGS

Section A. Regular Meetings

The Executive Board and/or Board of Directors shall each meet at least monthly during the academic year, with the exceptions of official University holidays. The President of UTSA shall preside over and set the agendas for all regular meetings.

Section B. Special Meetings

The President of UTSA shall have the authority to call special meetings of the Executive 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 C. General Member Meetings

Mass member meetings shall take place at least once every month during the regular school year. Mass members shall be notified at least one (1) week ahead of time of the time and location. The President of UTSA shall preside over and set the agenda for mass member meetings.

Section D. Attendance

Executive Board members shall be required to attend all Executive Board, Board meetings, and mass member meetings. Directors shall be required to attend all Board meetings and mass member meetings. Attendance at all UTSA meetings shall be recorded with a sign-in sheet. Absences shall be

excused for the following reasons: academic class, illness, family emergency, or observance of religious holidays. Excused absences shall be reported to the UTSA President and appropriate area Vice President no later than twenty-four hours prior to the scheduled meeting. Any and all other absences shall be considered unexcused. Acquiring more than three (3) unexcused absences will result in a probationary period.

Attendance at mass member meetings shall not be required of mass members.

ARTICLE X -- NON-HAZING

Section A. Statement of Compliance

Hazing is strictly prohibited. Hazing shall be defined as any 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.

ARTICLE XI -- FINANCES

Section A. Management of Finances

The President shall be responsible for collaborating effectively with the Vice President of Finance in managing and overseeing UTSA funds. The Vice President of Finance must make the budget available to the Executive Board and UTSA Advisor. The Executive Board shall determine the appropriation of funds within the UTSA areas and shall have the authority to assess and, if necessary, reassign those funds on a yearly basis.

Section B. Dissolution

In the event of the dissolution of UTSA, all assets shall be transferred to the School of Informatics & Computing.

ARTICLE XII -- PERSONAL GAIN

This organization, if raising funds, shall ethically raise and distribute profits from organizational 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 XII -- AMENDMENTS

Section A. Voting Eligibility

The UTSA constitution may be amended by a three-fourths majority vote of those eligible to vote in amendment proceedings. Those eligible to vote on amendments are the current members of UTSA as designated in Article I, Section C of the Constitution.

Section B. Procedure

Any member of UTSA may offer an amendment or proposal to the Executive Board. Proposed amendments must be discussed at a minimum of three Executive Board meetings prior to final vote. The decision to discuss the proposed amendment will be decided by the Executive Board at the time of the proposal. A unanimous vote against the proposed amendment will rescind the amendment and terminate further consideration. Approval of the amendment for purpose of further consideration will mandate the placement of the amendment on the Executive Board meeting agenda for discussion for the next two regular meetings. 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 will be permitted on any vote pertaining to an amendment to the Constitution. Amendments shall be effective beginning with the next Board term.

ARTICLE XIII -- RATIFICATION

Section A. Voting Eligibility

Those eligible to vote on ratification of the constitution shall be all voting members of the Executive Board as defined in Article III, Section A of the Constitution.

Section B. Approval Requirement

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