

Constitution

GEORGE MASON UNIVERSITY

Office of Student Involvement

EFID-GMU

Drafted on: 04-19-16

Article One **NAME OF ORGANIZATION**

- The name of this organization will be known as the George Mason University chapter of Engineers for International Development (EfID-GMU).

Article Two **PURPOSE OF ORGANIZATION**

- Our aim is to grow and develop long-standing partnerships with underdeveloped communities worldwide in order to better their quality of life. This partnership will encourage the involvement and training of responsible engineering students, in order to, implement sustainable, reliable, and cost effective engineering projects within the set partnership. In addition, to support our primary purpose, this chapter will engage in fundraising activities to provide sufficient funding to cultivate the worldwide partnership.

Article Three **MEMBERSHIP**

- The chapter is open to all students enrolled at George Mason University in any capacity either as undergraduate or graduate level students. Each student must have a minimum of grade point average of at least 2.0. Membership in this organization will not be restricted on the basis of race, color, religion, ethnicity, national origin, physical or mental disability, sexual orientation, veteran status, gender identity, gender expression, sex or age.
- An active member of EfID-GMU is a currently enrolled student, in an undergraduate or graduate program. An active member is required to attend a minimum of one meeting per semester (fall and spring), and is expected to participate in fund-raising, planning, and project implementation functions. NOTE: A new member who joins in the spring semester may satisfy the meeting requirement by attending two meetings in the semester in which she/he has joined the organization.
- A technical advisor may be any of the community who offers assistance in planning and implementation of projects. This designation shall be at the discretion of the President and the Faculty Advisor.
- An honorary membership shall be bestowed upon alumni who were active members at the time of graduation. Honorary members are welcome at all meetings. Honorary members are expected to offer knowledge of the profession and guidance and mentorship to Active Members. Honorary members may participate in planning and implementation projects as necessary and appropriate. NOTE: An honorary member may also be designated as a technical advisor.
- Only active members may vote on matters that concern the EFID-GMU including amendments, elections, and other such motions brought forth in the chapter. Honorary members and technical advisors will guide the chapter through wisdom and experience, however, they will not have the legislative power to vote on any matter brought to attention.
- Should the need arise, membership privileges should and can be revoked due to the consensus of the officers of EFID-GMU. Outrageous behavior, stealing, acts that prevent the accomplishment of EFID-GMU goals, blatant dishonesty, and further acts deemed unlawful by the officers of this chapter, will be heavily considered by the officers and membership privileges can be revoked. The members of this chapter must be in high moral standing to developed and grow an unhindered partnership that will continue to

mature. Issues, as those stated above, can catastrophically hinder the main aim of EFID-GMU.

Article Four

OFFICERS

President

- It will be the duty of the president to call, preside over and adjourn all meetings of this chapter of EFID-GMU.
- The president is responsible for performing other various duties, which includes, public relations, such as, meetings with the technical advisors and honorary members to keep them apprised of our activities.
- The president shall only serve in this role for one term.
- The president is required to be a civil engineer major student.

Vice President

- Support the president in all that is required and if the need arises take the place of the president for a set period or the rest of the term.
- Will attend the monthly George Mason student government meetings to update the chapter on current policies and standings of student organizations at George Mason University.

Treasurer

- The primary duty of the treasurer is to be responsible for all the fiscal matters of the organization, that is, to keep an account of all receipts and expenditures. The treasurer will be responsible for the acquisition of purchase orders and other methods of funds transfer to and from our account in accordance with the policies of George Mason University. Financial records shall be made available upon request to group members.

Operational Manager

- The Operational Manager will be responsible for taking notes during general assembly meetings as well as officer meetings and emailing those notes out to the relevant group after the meeting takes place
- The Operational Manager will maintain a list of active and inactive members of the group. He/she will be responsible for ensuring an attendance sheet is taken at each general meeting and updating the list at least once per semester.

Fundraising Committee Chair

- The primary duty of the fundraising committee chair is to ensure that sufficient funds are raised for the implementation of any project that EFID chooses to undertake.
- The chair will interact with BU and the BU engineering department, as well as private companies, in order to raise money. In addition, fundraising events will be developed and conducted under the supervision of the fundraising chair.
- The chair is also responsible for coordinating with the group treasurer to develop the funding application to the Allocations Board each semester. This is done to ensure that sufficient funds are available.

ADVISOR

- The advisor shall be a full time faculty or staff member of George Mason University
- Honorary members will be professional advisors for consulting purposes and guidance in any related topic to EFID-GMU.

Article Five

ELECTIONS

- Elections are to be held during a meeting specifically convened for that purpose, preferably occurring in the last week of March or the first week of April.
- Members can nominate up to 3 people for officers positions, including themselves. However they cannot nominate 3 people for the same position
- All nominees will present their qualifications through a brief speech, which focuses on involvement in the EFID organization

- Incumbents can run for their current or other position
- Voting will take place thorough a secret ballot, and will be tallied up by the Secretary
- In case of a tie, Seniority and involvement with the organization will be used to determine which candidate is chosen by the current officers
- After the new officers are determined they will assist the current officers with their duties until the end of the year, in order to familiarize them with their new roles
- Voting in elections is restricted to Active Members. The Operations Manager shall prepare a roster of Active Members with eligibility to participate in elections and present this roster to the President and Faculty Advisor prior to the meeting in which elections are to be held.
- The term of office for elected officers shall be defined as 1 June to 31 May. This is anticipated to allow an orderly transfer of leadership for the organization.

Article Six **Impeachment or Resignation**

- If elected officers fail to perform the responsibilities or abuse the privileges of their elected position, the officer shall be subject to impeachment and removal from their office.
- The procedures for removing an individual from their official position will be done by the advisor and president.
- If an individual wishing to resign from their position, he/she will need to contact the advisor and write a resignation letter.
- Advisors are the only one that can appoint a position for the removed officer.

Article Seven **MEETINGS**

- EFID will have a meeting every second week
- Meetings will become more frequent when the trip date approaches
- The president and vice-president will preside in meetings
- Executive meetings will take place a few days after the main meeting occurs, so issues that have been brought up can be discussed
- Attendance shall be recorded, but does not affect membership
- The quorum is a simple majority of the active membership plus one officer; or two-thirds of the active membership plus one officer
- Special meeting may be assigned a sub-council, and will meet separately
- The parliamentary rules of order will follow the latest edition of Robert's Rules of Order

Article Eight **FINANCE**

- Membership in EFID does not require any dues

Article Eight **AMENDMENTS**

- Amendments can be proposed by any member
- Proposed amendments are then reviewed and voted on by the officers, and must have a ruling of at least 4 to 1 to be passed
- The Office of Student Involvement must review all amendments in the same manner as a completely new constitution.

Article Nine **RATIFICATION**

- This constitution shall become effective upon approval by a $\frac{3}{4}$ vote of the membership, and a Student Involvement staff member.

Constitution Ratified on: April 19, 2016