

Bylaws of the Fayetteville State University Student Chapter of the  
Association for Computing Machinery

Article I - Name

This organization shall be called the Fayetteville State University Student Chapter of the Association for Computing Machinery, also known as FSU ACM. In these Bylaws it is referred to as the "Chapter"; the Association for Computing Machinery is referred to as the "ACM".

Article II - Purpose

1. The Chapter is organized and will be operated exclusively for educational and scientific purposes.

A. To promote an increased knowledge of and greater interest in the science, design, development, construction, languages, management and applications of modern computing.

B. To promote greater interest in computing and its applications.

C. To provide a means of communication between persons having an interest in computing.

2. This Chapter will serve students at Fayetteville State University and other interested persons in the Fayetteville State University community.

3. This Chapter is chartered by the ACM. These bylaws neither supersede nor abrogate any of the Bylaws of the ACM that regulate chapter affairs.

Article III - Membership

1. Voting membership in the Chapter shall be open to all persons who are ACM members or ACM SIG members. Voting membership shall also be open to non-ACM members of the FSU ACM Student Chapter.

Article IV - Officers

1. The officers of this Chapter shall be: Chairman, Vice Chairman, Secretary, Treasurer, and Webmaster.

2. All officers of the Chapter must be members of ACM and full-time students at Fayetteville State University with a GPA of 2.50 or above.

3. The officers shall be elected by a plurality of the votes cast at

the annual election meeting held the first week of December. They shall take office effective January 1 and serve for one year.

4. No member may serve in the office of Chairman or Vice Chairman for more than two full consecutive terms.

5. Vacancies created due to a resignation will be filled by an election at the first meeting following the resignation of said officer.

#### Article V - Duties of Officers

1. The Chairman is the principal officer and is responsible for leading the Chapter and managing its activities in accordance with the policies and procedures of the ACM. The Chairman shall preside at all meetings of this Local and of its Executive Council. The Chairman shall appoint all members of committees of this chapter.

2. The Vice Chairman shall preside at meetings in the absence of the Chairman, assist the Chairman in the management of the Chapter, and perform other duties that may be assigned by the Chairman. The Vice Chairman shall also serve as coordinator for all Committee Chairmen.

3. The Secretary shall keep the minutes of all Chapter and Executive Council meetings. Other duties of the Secretary include:

a) Maintain the records of the Chapter.

b) Preparation of the Annual Chapter Report for presentation to the Chapter at the Annual Business Meeting.

c) Preparation of the Chapter's Activity Report and submission of this report to ACM Headquarters. (Bylaw 6, Section 7.)

d) Notification to ACM Headquarters of any changes in the elected officers of the Chapter.

e) Submission of any proposed amendment to these bylaws to the Chairmen of the Local Activities Board and the ACM Constitution and Bylaws Committee for approval.

f) Maintain information and forms necessary to insure proper procedural interaction with FSU organization standards.

4. The Treasurer shall collect dues, pay all bills, and maintain the Chapter's financial records. Duties of the Treasurer also shall include:

a) Preparation of the Chapter's Annual Financial Report for presentation to the Chapter at the Annual Business meeting.

b) Completion and submission of the Annual Financial Report to ACM Headquarters (required by the Financial Accountability Policy referenced in Bylaw 6, Section 6).

c) Performance of other duties as assigned by the Chairman.

5. The Webmaster is responsible for maintaining the Chapter website and obtaining a copy of the Chapter minutes from the Secretary.

#### Article VI - Chapter Sponsor

1. The Student Chapter Sponsor shall be a voting Member of ACM and either a member of the faculty or full-time staff of Fayetteville State University.

2. The Student Chapter Sponsor shall be selected by the FSU ACM immediately following the Election Meeting. The selection shall be confirmed by Fayetteville State University.

3. The Student Chapter Sponsor shall be generally responsible for the activities of the Chapter. Specifically, the Sponsor:

a) Helps provide continuity from year to year as student leadership and personnel change;

b) Promotes good student-faculty relationships;

c) Helps maintain university standards in all activities of the Chapter;

d) Exercises financial supervision, if necessary, by:

1. Overseeing the settlement of all accounts in the event of dissolution of the Chapter; and

2. Representing the Chapter interests to the faculty and administration.

#### Article VII - Executive Council

1. The Executive Council shall consist of the present Chapter officers, the Student Chapter Sponsor, the chairmen of the Chapters standing committees and up to two Members-at-Large.

2. The Term of the members of the Council shall be coincident with the terms of the officers. They shall take office on January 1 and serve for one year.

#### Article VIII - Standing Committees

1. The Standing Committees of the Chapter shall be:

a) Publicity Committee

b) Membership Committee

c) Fund Raising Committee.

2. The Publicity Committee shall maintain a mailing list and publish and distribute all notices and publicity for and to the members of

the Chapter.

3. The Membership Committee shall recruit new members and organize bi-annual membership drives in January and September. This committee shall also represent FSU ACM at university organizational functions.

4. The Fund Raising Committee shall endeavor to supplement chapter funds with activities and events.

#### Article IX - Temporary Committees

1. With the advice of the Chapter Executive Council, the Chairman may appoint such temporary committees as appropriate. The Chairman or Co-Chairman of the committee shall be elected lay the Chapter. The members of the committee shall be appointed by the Chapter Chairman.

2. A Nominating Committee shall be appointed by the Chapter at least two months prior to the Election Meeting. The Committee shall prepare a list of all ACM members who are eligible to serve as an officer of the FSU ACM.

#### Article X - Meetings

1. Meetings shall be held as planned by the Chapter Chairman in conjunction with the Chapter Sponsor. The Chapter shall hold meetings only in places that are open and accessible to all members of the Association.

2. The Annual Business meeting shall be held at the end of the fall semester, prior to the election meeting. At this meeting, the Secretary and Treasurer shall present a report.

3. Written notices of all meetings and activities shall be distributed to all members at least one week prior to any meeting.

#### Article XI - Disbursements and Dues

1. Disbursements from the Treasury for Chapter expenditures shall be made by the Treasurer with authorization of the Executive Council and shall be included in the minutes of its meetings.

2. Dues shall be fixed annually by the Executive Council.

#### Article XIII - Amendment and Voting Procedures

1. All proposed changes to these Chapter Bylaws shall have been approved by the Chairmen of the Local Activities Board and the ACM Constitution and Bylaws Committee before being presented to the Chapter membership for a vote.

2. No official business of the Chapter shall be conducted unless a quorum of the Chapter is present.

3. A quorum of the Chapter shall be defined as 10 percent of the voting membership of the Chapter.

4. A simple majority of the members present and voting shall be required to carry a motion.

5. To vote on an amendment to the Bylaws, the Chapter must publish a notice of the motion to all members at least one week prior to scheduled vote. The Chapter should have a quorum of 10% of the members present and the action will be passed by a plurality of affirmative votes majority of those voting yea or nay.

6. Officers will be elected by ballot. In the event of a tie, a run-off election shall take place. In the event of another tie, the Faculty Sponsor shall cast the deciding vote.

#### Article XIII - Dissolution of the Chapter

1. Dissolution of this Chapter by consent of the members shall consist of unanimous agreement of all its officers together with a majority vote at a meeting which has been publicized in advance to all members of the Chapter for the purpose of taking this vote.

2. Should this Chapter be dissolved, its assets and liabilities shall be transferred to ACM and shall be supervised by the Local Activities board. If there is a conflicting school or government regulation (e.g., because funds were received from the student association, remaining assets must be given to the student association upon dissolution of the Chapter) then you must specify the actual regulation, its wording, source and authority.