

# **THE CONSTITUTION AND BYLAWS OF THE SETON HALL MATHEMATICS AND COMPUTER SCIENCE CLUB AT SETON HALL UNIVERSITY**

Official Name of Organization: Seton Hall Mathematics and Computer Science Club

Short Name: Math/CS Club

Faculty Advisor: Dr. Nathan Kahl

## **Mission Statement:**

The purpose of the Math/CS Club shall be to provide its members and, whenever possible, the Seton Hall University community, with educational experiences relating to mathematics and computer science. Programs that promote these interests, both directly and indirectly, shall be within the scope of this group's purpose. Students will learn about various fields of mathematics and computer science seen in and outside of classes, current research in the applicable fields, and gain a greater interest in the fields of mathematics and computer science.

## **Article I: Purpose**

**Section 1:** The primary purpose of Math/CS Club is to provide the Seton Hall community with opportunities to enhance their knowledge of mathematics and computer science.

**Section 2:** Math/CS Club shall also represent Seton Hall University at various math and computer science conferences as both a group and individuals.

**Section 3:** Math/CS Club will also aim to raise funds for various philanthropic causes through mathematics and computer science based programs.

## **Article II: Membership**

**Section 1:** Any Seton Hall student is eligible for membership in Math/CS Club. Membership is open to all majors or fields of study. Members of Math/CS Club shall consist of students in good standing at Seton Hall University who have an interest in mathematics and computer science. Members will also participate in activities that shall be defined by the Executive Board.

**Section 2:** Members are entitled to the following: to speak on any agenda item being discussed at the General Meetings; to vote on any issue brought before the General Body; to participate in mathematical and computer science conferences; to participate in any activities; to suggest items for discussion for the agenda.

**Section 3:** Members shall have the right to vote at all meetings of the membership. Members shall have the right of access to this Charter and to the Math/CS Club

membership list. They shall have such other rights, privileges and duties as granted them by the Executive Board.

**Section 4:** There shall be regular monthly meetings of the General Body on a date and time designated by the Executive Board for each semester along with special purpose meeting throughout the semester. Meetings shall not be held on holidays or days when classes are canceled. Twenty-four hours notice will be given for location.

### **Article III: General Body**

The membership of Math/CS Club, collectively called the General Body, is to represent the primary decision-making instrument of the organization. The general body is to elect officers, choose the program schedule, and to formulate organizational by-laws. Decisions made by the general body shall be expressed in resolution format and require a majority affirmative vote for acceptance.

### **Article IV: Executive Board**

**Section 1:** Purpose. The Executive shall be charged with the day-to-day maintenance of the organization and is made up of the following positions:

- a. President
  - i. Presides over meetings
  - ii. Handles the external relations of the club
- b. Vice-President
  - i. Presides over meetings in the absence of the President
- c. Secretary
  - i. Keeps accurate minutes of meetings
  - ii. Maintains the internal correspondence and primary documents of the club
  - iii. Notifies members of meeting and various details
- d. Treasurer
  - i. Oversees the implementation of recommendations on fundraising
  - ii. Assists head delegates with preparation of finances for conferences.

**Section 2:** Impeachment. With good cause, a petition to impeach a member of the executive board may be started with the approval of either three executive board members or ten total members of Math/CS Club. Once a proposal has the required number of supporters, it is to be submitted to the faculty advisor. The advisor will subsequently conduct an inquiry as to the basis of the petition and will present its findings before the general body at the next regular meeting. Immediately following the presentation, the officer that has been called to question will have the opportunity to defend himself with a speech and/or presentation to the general body. Thereafter, a vote will be taken. Should 2/3rds of the membership of the body agree to impeach the executive, he/she will then immediately be removed from office. A by-election shall then take place to elect a successor. Should electing a successor create a secondary vacancy, elections shall be held until all offices are filled.

## **Article V: Election Process**

**Section 1:** All active members of Math/CS Club shall be eligible to vote only if they have attended  $\frac{1}{2}$  of all General Body meetings for the previous year. Any member may ask the Membership Committee for an exception if they believe extenuating circumstances exist.

**Section 2:** No one person may hold more than one voting position on the Executive Board.

**Section 3:** Elections for the new Executive Board shall be held during the monthly meeting of February. The term of office shall begin at the following monthly meeting in March. Following the election, the outgoing administration will use this period to train and smoothly transfer authority to the new Board.

- a. Candidates must comply with University academic requirements, have attended at least  $\frac{2}{3}$  of all Math/CS Club meetings. Any member may ask the Executive Board for an exception if they believe extenuating circumstances exist
- b. The Executive Board, with a majority vote of approval from the General Body, may amend the date of the elections to another time if they deem necessary.

**Section 4:** It is the responsibility of the President to decide and the Secretary to announce these elections in a timely fashion and to call together all members. Written notice of the time and place of the elections shall be given to each member at least one week prior to the meeting.

**Section 5:** *The President, Vice-President, Secretary, Treasurer* shall be elected by a majority vote of all members present at the election meeting. Elections shall be conducted in the aforementioned order.

**Section 6:** During elections, if a candidate fails to receive a majority, the candidate with the fewest votes shall be eliminated and another vote taken. Successive votes shall be taken using this same process until a candidate receives a majority. In the case of a tie, a revote shall be taken, and if the tie persists, the election shall be decided by a majority vote of the Executive Board. If an Executive Board member is a candidate for election in which there is such an irreconcilable tie, he/she must disqualify himself/herself from the Executive Board's decision.

**Section 7:** The format of the elections shall provide the candidate with a forum to address the membership, allow the membership to question the candidate and then, following the candidate's requirement, allow for discussion on the relevant aspect of the candidate's background. Balloting shall be in secret. Voting by proxy shall not be allowed.

**Section 8:** The elections process shall be overseen by the faculty advisor.

**Section 9:** In the event of a resignation of any office, the membership of Math/CS Club shall be notified. At the following meeting, there shall be a special by-election to

determine the successor. Should the election of a successor create a subsequent vacancy, elections shall be held until all positions are filled.

### **Article VI: Amendment Process**

**Section 1:** Amendments to the Constitution may originate from any member of the General Body. Upon passage of the proposed amendment, the President shall present to the General Body the drafted amendment.

**Section 2:** Upon presentation to the General Body, it will be open for debate and discussion by all members. Any rewordings or changes may be proposed. Finally, all members present will vote upon the amendment. If an affirmative 2/3rds majority is reached, the amendment will be added to the Constitution.