

# **Bridgewater College Computing Club**

## **Constitution and By-Laws**

### **Article I - Club Purpose and Intention**

The Bridgewater College Computing Club was organized in 1998 under the name Bridgewater College student Chapter of the Association for Computing and Machinery (ACM) and was affiliated with the ACM to promote interest in computing and its applications on the Bridgewater campus. In 2015, the group was renamed The Bridgewater College Computing Club to remove the affiliation with the ACM, but the clubs purpose still remains the same. Meetings are held at least once a month during the school year, with a variety of speakers such as Students, Faculty, and professionals in their careers, presenting knowledge on a topic pertaining to technology. Each fall, the Club sends a team to the ACM Mid-Atlantic Programming Contest. Membership is open to students of any major.

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### **Article II - By-Laws**

#### **1. Name**

- a. This organization shall be called the BC Computing Club.

#### **2. Purpose**

- a. The Club is organized and will be operated exclusively for educational and scientific purposes to promote the following:
  - i. An increased knowledge of and greater interest in the science, design, development, construction, languages, management and applications of modern computing.
  - ii. Greater interest in computing and its applications.
  - iii. A means of communication between persons having an interest in computing.
- b. The Club will serve students in the Bridgewater College community.

#### **3. Membership**

- a. Membership in the Club shall be open to all students of Bridgewater College.
- b. Voting membership in the Club shall be granted to all Club members.

#### **4. Meetings**

- a. The Club shall hold meetings only in places that are open and accessible to all students of Bridgewater College.
- b. Written notices of all meetings shall be distributed to all members the week of any meeting.
- c. No official business of the Club shall be conducted unless a quorum is present. A quorum of the Club shall be defined as a majority (four or more) of the voting membership of the Club.
- d. A simple majority of the voting members present shall be required to carry a motion.

## **5. The Executive Council**

- a. The Executive Council shall consist of the Club officers, the Student Club Sponsor, and chairs of the Club's standing committees.

## **6. Officers**

- a. The officers of this Club shall be: President, Vice President, Secretary, and Treasurer.
- b. All officers of the Club must be members of the club.

## **7. Election of Officers**

- a. Appointment or nomination of an individual to an officer position within the Club shall be limited to two full consecutive terms in the same position. This is intended to encourage the continuing infusion of new volunteers into the organization and to encourage office holders to give thought to planning for their successor. Appointment or nomination to a third or subsequent consecutive term should be limited to situations where no other candidates are nominated for the position.
- b. The Club's election shall be held during the last week of Interterm with the new officers taking office during the following meeting in the Spring semester. This provides for a period of transition from the outgoing Council to the incoming Council as well as providing continuity of management and planning over the summer.
- c. The officers shall be elected by a plurality of the votes cast at the annual election meeting.
- d. Officers shall serve for one year, unless they resign and/or get removed from their office

## **8. Duties of Officers**

- a. The President is the principal officer and shall:
  - i. Be responsible for leading the Club and managing its activities in accordance with the policies and procedures of the ACM and these bylaws.
  - ii. Preside at all meetings of the Club and act as Chair of the Executive Council.
  - iii.
- b. The Vice President shall:
  - i. Preside at meetings in the absence of the President.
  - ii. Assist the President in the management of the Club.
  - iii. Perform other duties as assigned by the President.
- c. The Secretary shall:
  - i. Keep the minutes of all Club and Executive Council meetings.
  - ii. Prepare and submit the following to the Office of Student Activities
    - 1. The Club's annual report.
    - 2. Officer contact information.
  - iii. Perform other duties as assigned by the president

- d. The Treasurer shall:
  - i. Maintain the Club's financial records.
  - ii. Collecting dues.
  - iii. Pay all bills.
  - iv. Maintain financial records for the Club.
  - v. Perform other duties as assigned by the President.

#### **9. Faculty Advisor**

- a. The Sponsor shall be a faculty member or full-time staff member of Bridgewater College.
- b. The Sponsor shall be a voting member of the Club.
- c. The Sponsor shall be selected by the Executive Council immediately following the Election Meeting. The selection of the sponsor shall be confirmed by the college.
- d. The Sponsor shall:
  - i. Be generally responsible for the activities of the Club.
  - ii. Help provide continuity from year to year as student leadership and personnel change.
  - iii. Promotes good student-faculty relationships.
  - iv. Help maintain university standards in all activities of the Club.
  - v. Exercises financial supervision, if necessary, by promoting prompt payment of bills and collection of dues, and overseeing the settlement of all accounts in the event of dissolution of the Club.
  - vi. Represent the Club interests to the faculty and administration.

#### **10. Amendments to the Constitution and By-Laws**

- a. All motions to change the Bylaws shall be approved by the President.
- b. A simple majority of the voting members present shall be required to carry a motion.