

Constitution of Drag and Drop

<https://github.com/DragandDrop-wsu>

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CONTENTS

1	Article I: Name	2
2	Article II: Purpose	2
3	Article III: Membership	2
4	Article IV: Officers	3
5	Article V: Advisor	5
6	Article VI: Meetings	6
7	Article VII: Committees	7
8	Article VIII: Amendments	7

To introduce a Constitution for the Drag and Drop student club and guideline for procedures.

1 ARTICLE I: NAME

§1

The name of this organization shall be Drag and Drop, stylized and henceforth referred to as DAD.

2 ARTICLE II: PURPOSE

§1

The purpose of this organization shall be as follows:

- (1) Creating a bridge between STEM and non-STEM students.
- (2) Promoting the dignity, and achievements of the STEM field.
- (3) Creating a safe space where those with questions about STEM can ask freely and openly.

3 ARTICLE III: MEMBERSHIP

§1

The membership of DAD shall consist of currently enrolled Wright State University students.

§2

Membership of this organization follows all University policies. Including but not limited to, academic integrity and Title IX.

§3

Membership (initial entry) of DAD requires two current members provide recommendations for the person, this is henceforth known as the eligibility requirement.

§4

Membership responsibilities require that the Constitution is respected to the fullest extent.

More general responsibilities are as follows:

- (1) Attend at least one meeting a semester.
- (2) Introduce other students to DAD.
- (3) Brainstorm and help run events.
- (4) Assist in helping acquire funds for the club.

§5

Membership may be terminated by the following:

- (1) Insubordination towards the Constitution.
- (2) Unexcused lack of attendance to events held by DAD as defined by the minimum in general responsibilities.
- (3) Hostile behaviour towards other members.

4 ARTICLE IV: OFFICERS

§1

The officers of the organization shall consist of:

- (1) President
- (2) Vice President
- (3) Secretary
- (4) Treasurer
- (5) General Officer(s)

§2 — Qualifications

§2.1 — President

- (1) Belong or intend to be apart of a STEM department.
- (2) Must have attended Wright State University for at least one academic year.
- (3) Must have not been found guilty of any academic dishonesty.

§2.2 — Vice President

The qualifications for the Vice President shall be the same as the President.

§2.3 — Secretary

There are no requirements for the secretary.

§2.4 — Treasurer

- (1) Must not have violated university policy.
- (2) Must be a citizen of United States.

§2.5 — General Officer

There are no requirements for the general officer.

§3 — Description & Duties

§3.1 — President

- (1) Preside at all non-leisure meetings.
- (2) In a matter of a tie, votes along with the Vice President, and Advisor to break the tie.
- (3) Represents the club in front of the Wright State student body.
- (4) Attend regular meetings, executive board meetings as often as schedule allows.
- (5) Assist in the orientation of new officers.
- (6) Maintain contact with the Student Life Office.

§3.2 — Vice President

- (1) Follow directives ordered by the President, and Advisor in relation to DAD.
- (2) In a matter of a tie, votes along with the President to break the tie.

§3.3 — Secretary

- (1) Catalogues meetings.
- (2) Keeps a record of all members, past and current.
- (3) Ensures each meeting has a sign-in roster, which will be tabulated to represent attendance rate and then recorded (both digitally and paper).
- (4) Assists to the needs of the treasurer during itemisation of a meeting.

§3.4 — Treasurer

- (1) Raises capital or current expenditure for the club.
- (2) Holds and controls all funds.
- (3) Responsible for tabulating fiscal data and itemising expenditures.
- (4) Holds DAD in the exercise of its legislative and executive authority in regard to any matter that may have fiscal impact.

§3.5 — General Officer

- (1) Academic year auditing ensuring all offices are following the Constitution.
- (2) Ensures that each member of DAD has knowledge of the Constitution.
- (3) As the General Officer office is a two person office, each officer must keep the other in line with the Constitution.

§4 — Selection

Officers are to be selected by the club through a democratic process. An election committee will devise the technical process of how voting will take place (for example using a key based system like PGP or GPG); however, a minimum of the following must be met:

- (1) Each vote can be validated as coming from a member of DAD.
- (2) Each vote is anonymous.
- (3) Each vote is equal.

In terms of eligibility for each office see Article IV: §2. Elections occur each academic year, the first period which requires a two-thirds majority in order to move into the officer selection election. The first period occurs third week of January. The officer selection election period occurs during the second week of February. Terms for each office do not expire until a officer selection election occurs, in which then there will be a transition month, where the previous officers have time to hand off their roles and inform the newly elected.

§5 — Vacancy

Should an officer's position become vacant during his/her term, the following shall take place:

If the President office becomes vacant, the Vice President shall assume the position. The election committee should begin the process in order to hold an election for solely the Vice President office.

If any of the Vice President, Secretary, Treasurer, and General Officer offices becomes vacant, the election committee should begin the process in order to hold an election for solely the vacancies.

§6 — Termination

In case of termination/removal of an officer, vacancy rules shall apply to filling the terminated officer.

Termination from being an officer does not remove membership from DAD; however, termination does remove any eligibility in running for any office.

Should an officer of any office commit any of the following:

- (1) cronyism
- (2) infidelity
- (3) lack of involvement

... can warrant termination of said officer.

5 ARTICLE V: ADVISOR

§1 — Requirements

Our organization advisor, must be a member of the faculty, administration, or staff of Wright State University.

§2 — Responsibilities

- (1) Maintain an awareness of the activities and programs sponsored by the student club.
- (2) Meet on a regular basis with the leader of the student club to discuss upcoming meetings, long range plans, goals, and problems of the club.
- (3) Explain and clarify campus policy and procedures that apply to the club.
- (4) Provide direction in the area of parliamentary procedure, meeting facilitation, group building, goal setting, and program planning.
- (5) Assist the club treasurer in monitoring expenditures, fund raising activities, and corporate sponsorship to maintain an accurate and up to date account ledger.
- (6) Inform club members of those factors that constitute unacceptable behaviour on the part of the club members, and the possible consequence of said behaviours.

§3 – Vacancy

Should the position of advisor become vacant during the year, the President of DAD shall seek out another advisor.

§4 — Termination

Termination of an advisor requires an election, with a two-thirds majority. Such a process can be started by two members of DAD that hold an office position.

6 ARTICLE VI: MEETINGS

§1 Regular Meetings

Meetings which are to be considered leisure, at least one an academic semester shall happen. One week notice must be given in advance. Any member of DAD can announce such a meeting so long as any office is informed.

§2 Special Meetings

Meetings which are considered to be an official meeting of DAD. Meetings may involve a speaker and are aimed to be focused around the purpose of DAD as defined in Article II: §1. Each member must attend at least one of these meetings if they are held. Only members which belong to an office may announce such a meeting. Notice will be given two weeks in advance.

§3 Operation Meetings

Meetings which are purposed to improve DAD, open floor to the larger community to discuss any ideas. One such meeting shall occur every academic year. Only members which belong to an office may announce such a meeting. Notice will be three weeks in advance.

7 ARTICLE VII: COMMITTEES

§1 Election Committee

- (1) Advisor determines who is the part of the committee.
- (2) The committee, will tally the vote, figure out where, when and how to vote in respect to the minimum guide lines set out by Article IV: §4.

8 ARTICLE VIII: AMENDMENTS

§1 Proposals

Proposal shall be read at operation meetings, notice of a proposal will be when the operating meeting is announced.

§2 Voting

Voting of the amendment will be held after the initial proposal at the operation meeting, to pass it will require four officers and the DAD advisor approval.