



Software Engineering Club Constitution

Article I: Name

Section 1: The name of this organization is the Software Engineering Club.

Article II: Purpose

Section 1: The purpose of the Software Engineering Club at Moreno Valley College will be to promote teamwork, teach industry standard collaboration techniques, and solidify the skills of computer science students by hosting periodic software development marathons in which the goal will be to conceptualize, design, and produce a unique application as a group in a single session.

In addition, a variety of software development topics ranging from basic to advanced will be discussed and demonstrated by qualified club members and/or advisors. These new skills will be put to the test in fun-filled group exercises and competitions.

All activities and applications will be documented on a club website as a showcase of the computer science program at Moreno Valley College.

Specific goals of the club shall be:

1. To collectively learn new programming languages and techniques.
2. To collectively learn software development collaboration methods.
3. To challenge members with ambitious projects.
4. To develop and maintain a professional website.
5. To develop compelling computer applications.
6. To showcase the skills of the club.
7. To promote the computer science program at MVC.

Article III: Membership

Section 1: Membership in the club will be open to students of Moreno Valley College who have programming, graphic design, or project management experience and want to hone their skills in a real world development environment.

Section 2: - Members will be in good standing when they attend a meeting at least once a month and adhere to the following code of conduct. Members will be expected to contribute to the best of their ability, to respect the varying skill levels of other members, and to maintain a professional demeanor when projects are being worked on. Members may be subject to expulsion from the club if they fail to maintain good standing with the club for two consecutive months.

Section 3: The rights of voting and holding an office are reserved for members in good standing who either 1) are founding members of the club, or 2) have participated in three or more club activities including at least one software development marathon.

Article IV: Officers

Section 1: The officers shall be: president, vice president, secretary, webmaster, treasurer, and ICC representative.

Section 2: The duties of the officers shall be:

President - The president shall be responsible for the development of meeting agendas, to lead the club in activities, to maintain strong club membership, to maintain a sound financial basis for the club, and to provide leadership for other club officers.

Vice President - The vice president shall be responsible for being knowledgeable of the duties of the president, including both administration and club activities. This allows the vice president to step into office should the president be absent or unable to serve. The vice president shall work closely with the president in defining and executing the goals of the club.

Secretary - The Secretary shall be responsible for maintaining club records, including correspondence, membership, and attendance, and to record minutes of all board meetings and club business meetings.

Webmaster - The Webmaster shall be responsible for maintaining the club website and posting relevant information, managing user accounts, and testing software.

Section E: Treasurer - The Treasurer shall be responsible for maintaining the club trust fund, keeping the club informed on the financial state of the account, for depositing and withdrawing club funds, for recording club transactions (including receipts), and for maintaining a budget.

ICC Rep - The ICC Rep shall be responsible for attending the weekly Inter-Club Council meetings and reporting back to the club.

Section 3 - The club shall select a member to represent the club at the weekly Inter-Club Council meetings.

Section 4: To be eligible for office, candidates shall be in good standing with the club and gain the approval of the club advisor.

Section 5: Founding officers shall retain their positions for the remainder of the election cycle. Thereafter, the sitting President shall name his successor, who will then appoint the remaining officers. There shall be two terms per year, which shall alternate at the beginning of the spring and fall semesters.

Section 6: Vacancies shall be filled via appointment by the club President.

Article V: Meetings

Section 1: Regular meetings shall the club shall be held weekly, on Fridays at 3:00pm.

Section 2: Special meetings may be called by the club President, a consensus of at least three officers, a majority vote of club members, or by the club advisor.

Section 3: A quorum of one half (1/2) of the voting members and officers shall be necessary to conduct business.

Article VI: Amendments and Ratification

Section 1: The constitution shall be ratified by a two thirds (2/3) vote of the members attending a meeting with a quorum.

Section 2: Amendments may be made by a two thirds (2/3) vote of the members present at a meeting with a quorum.

Club Constitution Approved _____

Software Engineering Club Bylaws

Article I: Rules of Procedure

The club shall be guided in its procedure by Robert's Rule of Order.

Article II: Duties of Officers

The duties of the officers shall be:

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Vice President - The vice president shall be responsible for being knowledgeable of the duties of the president, including both administration and club activities. This allows the vice president to step into office should the president be absent or unable to serve. The vice president shall work closely with the president in defining and executing the goals of the club.

Secretary - The Secretary shall be responsible for maintaining club records, including correspondence, membership, and attendance, and to record minutes of all board meetings and club business meetings.

Webmaster - The Webmaster shall be responsible for maintaining the club website and posting relevant information, managing user accounts, and testing software.

Section E: Treasurer - The Treasurer shall be responsible for maintaining the club trust fund, keeping the club informed on the financial state of the account, for depositing and withdrawing club funds, for recording club transactions (including receipts), and for maintaining a budget.

ICC Rep - The ICC Rep shall be responsible for attending the weekly Inter-Club Council meetings and reporting back to the club.

Article III

The president may, from time to time as deemed necessary, appoint ad-hoc committees to carry out the purposes of this organization. They shall serve only for the purpose or time appointed.

Article IV

No dues shall be collected for the club.

Club By Law Approved _____