

The Association of Cyber Engineers Constitution

Louisiana Tech University

Article I – Name

The name of the organization shall be The Association of Cyber Engineers. Hereby abbreviated by “ACE”.

Article II – Purpose

Section 1. The purpose of ACE shall be to stimulate interest in the field of cyber engineering and to promote the use of computers for the benefit of society.

Section 2. The members shall strive to implement the values promoted by scholarships and good citizenship by rendering services and contributions to Louisiana Tech University and the city of Ruston, Louisiana.

Article III – Members

Section 1. Membership shall be composed of active, inactive, and alumni members. All officers and voting members shall be currently enrolled students at Louisiana Tech University. Membership in ACE is open without restriction as to race, creed, sex, or national origin.

- A. Active members shall be members in good standing, added to ACE as prescribed by the bylaws. Active membership shall be granted to those currently enrolled at Louisiana Tech University and must be in good standing with the University. Members shall be added to the roster of the organization and allowed to partake in ACE activities once they have paid dues.
- B. Inactive members shall be those members who have not paid their dues for the year at the time of inquiring.
- C. Alumni members shall be past members who, by reason of graduation are no longer active or inactive members and who have paid alumni dues for the current year.

Article IV – Officers

Section 1. The officers of ACE shall consist of president, vice-president, secretary, treasurer, historian, and media relations.

Section 2. The present officers, the past president if still enrolled, and the faculty advisor of ACE shall comprise the executive committee.

Section 3. The election of president, vice-president, secretary, treasurer, historian, and media relations shall take place in the first month of Fall quarter. Officers shall be elected by a majority vote of the active members present provided there is a quorum. A runoff of the top two candidates shall take place if necessary. Elections will be by secret ballot and the executive committee shall count the ballots. The newly elected officers will take office at the next regularly scheduled meeting, and their term of office

shall be for one year. Any vacancy in an office shall be filled by a special election at the next regularly scheduled meeting after the officer announces the resignation.

Section 4. At a regularly scheduled meeting, any members may request in writing that an officer be removed from his/her position. This request is automatically tabled until the next regularly scheduled meeting. A special meeting is automatically called if the next regular meeting is more than one week away. At the next meeting (or special meeting if necessary), discussion of the conduct of the officer will be held and a vote of two-thirds of the active 3 members present are required to remove the officer, providing a quorum is present. The position will be filled by special election at the next meeting.

Section 5. Duties of Officers:

- A. President: The president shall assume responsibility for leadership in the work of the chapter, bring before the chapter all communications and information from the university or national officers, and assist all committees and the chapter in executing their plans and programs. The president shall call and preside at all meetings and appoint and serve as an ex-officio member of all committees.
- B. Vice-President: The vice-president shall preside in the absence of the president, advise the president on all matters concerning the conduct of the organization, and serve as chairperson of the program committee.
- C. Secretary: The secretary shall keep a strict record of all meetings and procedures; assist the president by sending out notices promptly and by informing committees when reports are due; cooperate with the national office by reporting the names and addresses of chapter officers immediately upon their election; and compile a list each quarter of qualified candidates including their names, activities, and GPA.
- D. Treasurer: The treasurer shall collect all dues, receive all funds of the organization, and pay all bills of the organization with the approval and co-signature of the president.
- E. Historian: The Historian shall act as a liaison between other organizations to see if we can help fellow students with activities or vice versa.
- F. Media Relations: The media relations officer shall be in control of the social media sites including but not excluding: Twitter, Facebook, IRC, and future websites.

Article V – Faculty Advisor

The Association of Cyber Engineers shall elect its faculty advisor by at the last meeting of Spring Quarter. Nominations will be taken from the floor at this meeting, and it is the responsibility of the person making the nomination to know that the person will accept the faculty advisor position. An individual receiving a simple majority of the vote of the active members present will be elected as faculty advisor providing a quorum is present. If during the first balloting no one receives a simple majority of the vote of the active members, then a runoff will be held between the top two candidates.

The faculty advisor shall NOT exercise care, custody, and/or control over the funds of the organization; however, it is within the guidelines and purview of the faculty advisor to review, on a regular basis, any and all aspects of the banking procedures/guidelines/activities of the organization (including, but not limited to, cancelled checks, bank statements, check books) in order for the organization to maintain its mission and purpose as an officially recognized organization on the campus

of Louisiana Tech University. It is also understood that the organization's bank account cannot use Louisiana Tech's name, tax identification number, or logo in any form or fashion.

Article VI – Meetings

Section 1. Regular meetings shall be held on the first and third Monday of each month. Special meetings may be called at any time by the President. Membership shall be informed of special meetings by having the secretary call or email each member. Notice of special meetings must be received by the membership at least 24 hours in advance.

Section 2. No business may be conducted at a regular or special meeting unless a quorum is present. A quorum is defined as a number of active members present which exceeds 50% of the total active membership.

Section 3. The rules contained in the current edition of *Robert's Rules of Order Newly Revised* shall govern the organization in conducting business at any meeting. These same rules shall govern the organization in all cases to which they are applicable and do not conflict with other section of the bylaws.

Article VII – Finance

Section 1. The induction fee for each new member shall be \$5. This fee shall be collected before any new member shall receive active member status and privileges.

Article VIII – Committees

Section 1. The president shall appoint whatever committees necessary for temporary (ad hoc) or continuing tasks (standing committees) to assist the proper functioning of the organization.

Section 2. Appointment to standing committees shall continue throughout the school year or until a successor is selected.

Article IX – Conduct

Section 1. The organization and its members agree to uphold and abide by the rules and regulations of Louisiana Tech University.

Section 2. The organization agrees that it is responsible for the behavior of members and guests at any of its functions.

Section 3. Hazing, in any form, is not allowed by this organization or its individual members.

Article X – Amendment of Bylaws

Section 1. Suggestions for amendment or revision of the bylaws of the chapter may be presented in writing at any regularly scheduled meeting. The motion for the changes in the Constitution shall automatically be tabled until the next regularly scheduled meeting. Once the motion is brought off the table, it can be approved by a positive vote of two-thirds of the active members present, providing there is a quorum.

Section 2. Amendments or revisions of the Constitution may not go into effect until approved by the Louisiana Tech Student Organizations Committee.

This Constitution was revised on October 30, 2015.