

CONSTITUTION OF THE RENSSELAER ARTIFICIAL INTELLIGENCE LEAGUE, VERSION 1

ARTICLE I. NAME

Section 1. *Name*

- a. The name of this organization shall be Rensselaer Artificial Intelligence League, hereafter referred to as RAIL.

ARTICLE II. PURPOSE AND LIFETIME

Section 1. *Purpose*

- a. To collaborate and bring people together for various AI development, discussions and competitions. Assemble AI enthusiasts together to get a hands-on experience of the latest technology and ideas in the growing world of AI.

Section 2. *Lifetime*

RAIL shall cease to be recognized or affiliated with the Rensselaer Union 12 months from the adoption of this constitution unless:

- i. a new constitution is adopted by RAIL and subsequently presented to and approved by the Rensselaer Union Executive Board or delegated authority;
- ii. or this constitution is presented, with this section removed, as the permanent constitution of RAIL to and approved by the Rensselaer Union Executive Board or appropriately delegated authority.

ARTICLE III. MEMBERSHIP

Section 1. *Equal opportunity and Hazing*

- a. It is the policy of RAIL to provide, to the maximum extent feasible, equal opportunity to all qualified individuals without regard to race, ethnicity, color, religion, national origin, gender, sexual orientation, or disability for all aspects of RAIL's activities.
- b. Hazing, reckless or intentional endangerment to health, or forced consumption of alcohol or other drugs for the purpose of initiation into or continuing membership of RAIL is strictly prohibited.

Section 2. *Definition of Membership*

- a. To be eligible for Regular Membership, a person must be a registered student of Rensselaer Polytechnic Institute and have paid the Rensselaer Union Activity Fee for that semester or be the spouse or legal dependent of a qualified person under this paragraph.
- b. To be eligible for Associate Membership, a person must be a registered student of Rensselaer Polytechnic Institute that has not paid an activity fee, a member of the RPI alumni, faculty or staff, or a registered student at a Hudson-Mohawk Consortium School currently enrolled in courses at Rensselaer.
- c. To be eligible for Volunteer Membership, a person must not be eligible for any previously defined form of membership; volunteer membership is open to any person whose talents, skills, or knowledge will assist the organization in fulfilling its purpose.

Section 3. *Obtaining Membership*

- a. To obtain Regular Membership a person must attend one meeting, pay any required dues and fees, and submit Membership Information to the Secretary.

- b. Other Membership may be subject to the approval of the Executive Committee (as defined in Article V, Section 1). Decisions regarding the approval of new members may be overturned by a majority vote of RAIL.
- c. The Rensselaer Union Executive Board may verify the eligibility of any member through the Office of the Registrar or Bursar.

Section 4. *Continued Membership*

- a. Membership shall be forfeited after the third General Meeting of or three (3) weeks into, the semester, whichever is later if the member has not renewed their membership by attending at least one meeting, paying any required dues and fees, and submitting any changes in Membership Information to the Secretary
 - i. For the purposes of this document the summer semesters shall not constitute a semester.
- b. Membership is automatically forfeited any time a member no longer meets the requirements for membership. If the person meets the requirements for another form of membership their membership shall be immediately transferred to the new class of membership.

Section 5. *Voting Rights*

- a. Only Regular Members shall be eligible for voting rights. Each member with voting rights shall have one vote.
- b. A member has voting rights by being in good standing with RAIL.
- c. A member is in good standing if they have attended at least one (1) for every four (4) General Meetings held thus far in the current semester or if there have been less than four (4) meetings in the current semester, was in good standing at the end of the previous semester. Voting rights may also be granted at the request of a Regular Member at the discretion of the Executive Committee.
- d. Voting rights are forfeited when a member:
 - i. is no longer a Regular Member,
 - ii. requests the removal of voting rights by written communication to the Executive Committee, or
 - iii. is no longer in good standing.
- e. Voting rights are required to vote on any matter of business presented at a General Meeting or to vote in the Elections Meeting.

Section 6. *Membership Information*

- a. RAIL shall obtain the following information on its members:
 - i. Preferred first and last name,
 - ii. Rensselaer Identification Number, if applicable,
 - iii. Rensselaer Computer System (RCS) ID, if applicable,
 - iv. E-mail address,
 - v. Record of payment of appropriate dues and fees, and
 - vi. Any additional information required by the Rensselaer Union Executive Board.

- b. Other information may be collected by RAIL as directed by the Executive Committee. Members shall not be required to submit this information as a condition of membership.
- c. All information gathered by RAIL of its members other than the names and level of membership shall be confidential and only released to the Rensselaer Union Executive Board and Rensselaer Union administration staff as required.

Section 7. *Removal of Membership*

- a. A member may be removed for failure to comply with this constitution or Club policy, violation of the Student Code of Conduct, or violation of the policies of the Rensselaer Union Executive Board.
- b. To remove a member at least 10% of the members with voting rights (no less than three (3)) or the Executive Committee may call for a hearing to remove the member. Notice shall be given to the member at least one week prior to the hearing. A two-thirds vote of members in with voting rights is required to remove membership rights.
- c. Any regular member may appeal their removal by petitioning the Judicial Board of the Rensselaer Union and any other member may appeal their removal by petitioning the Executive Board. The removal remains in effect until reversed.

ARTICLE IV. OFFICERS

Section 1. *Officers*

- a. The elected Officers of RAIL, shall be the Head League Organizer (President), and other League Organizers.
 - i. The Head League Organizer (President), hereafter referred to as HLO shall be the chief spokesperson for the club with the following responsibilities:
 - (a) The HLO shall have the role and all the responsibilities of a League Organizer in addition to their Head League Organizer role and responsibilities.
 - (b) Shall have final say on the delegation of responsibilities among the officers.
 - ii. The League Organizers, hereafter referred to as LO shall have the following responsibilities:
 - (a) Shall have the ability to call and preside over all Business Meetings and Executive Committee Meetings that they initiated.
 - (b) Shall be responsible for reserving rooms/space for all activities of the club.
 - (c) Shall be responsible for coordinating all activities of the club.
 - (d) Shall be responsible for doing the duties of the other League Organizers in their absence.
 - (e) Shall remain apprised of all committee work, and when necessary report to the Executive Committee the status of the committees.
 - (f) Shall be responsible for collecting dues and disbursing funds.
 - (g) Shall maintain and submit the membership list and officer list as required by the Rensselaer Union Executive Board.
 - (h) Shall provide any member/prospective member the requirements for membership and voting.
 - (i) Shall record and archive the minutes from Executive Committee and Business meetings as required by club policy.
 - (j) Shall maintain the club archives, which may include, but are not limited to, membership and officer lists, club budgets, constitution, bylaws, correspondences, minutes, event information, awards, club policies and procedures.

- (k) May delegate any responsibility to a specific League Organizer providing that that League Organizer agrees to take that responsibility.
- b. Any LO may create and fill additional temporary officer positions expiring at the end of the current semester with the approval of the Executive Committee.

Section 2. *Eligibility for Office*

- a. In order to be eligible for office a person must be a Regular Member of RAIL.
- b. In order to be eligible for Head League Organizer a person must have held an officer position in the past.
- c. If a person may be unable to complete the term of office, they shall inform RAIL of their inability to complete the term of office before being eligible to hold office.
- d. ~~A person may not hold more than one elected office concurrently.~~

Section 3. *Elections*

- a. Elections must be held at least once per academic year.
- b. Elections shall be held towards the end of the spring Semester.
- c. The Elections Meeting shall be announced no less than two weeks in advance to RAIL Membership.
- d. One-quarter of members with voting rights shall constitute quorum for the Elections Meeting. If quorum cannot be convened the Elections Meeting shall be postponed to a time set by the Executive Committee.
- e. The Elections Meeting shall be presided over by the HLO.
- f. Officers shall be elected in the following order: HLO, then LOs.
- g. During the Election Meeting nominations for Head League Organizer shall be accepted from the floor prior to the election.
- h. Immediately following the close of nominations for Head League Organizer, the membership of the club may question each of the candidates individually. Rules for questions and discussion may be agreed upon by a majority vote of the voting members present.
- i. After all the nominees have been questioned, a vote shall be taken. A majority vote of the voting members present is required to elect the Head League Organizer. Should a majority not be received, the two candidates receiving the highest number of votes shall be questioned again using the procedure above and another vote shall be taken. If there is still a tie, the current Head League Organizer makes the final decision.
- j. After the Head League Organizer has been elected any Regular member may volunteer to become or remain a League Organizer for the next academic year. If no member with voting rights objects then they shall assume that position at the start of the next term. If there is an objection then follow the procedure above. Any number of Regular member may become League Organizers.
- k. A candidate must receive a majority of members present to be elected to office. All votes shall be by secret ballot.
- l. Voting members who will not be present for elections may submit to the Executive Committee their ballots for HLO and LOs in a separate sealed and signed envelope prior

to the election. They shall count towards quorum. The envelopes shall not be opened until voting for that position is complete.

- m. If any member suspects that the Election Meeting is not conducted fairly or is conducted with intent to deceive the membership the member should notify the Rensselaer Union Executive Board.

Section 4. *Term of Office*

- a. A term of office begins **the semester** after the Elections Meeting and ends at the beginning of the next term of office.

Section 5. *Removal from Office*

- a. An officer may be removed from office for failure to perform duties satisfactorily, failure to comply with this constitution or Club policy, violation of the Student Code of Conduct, or violation of the policies of the Rensselaer Union Executive Board.
- b. A hearing to remove an officer shall be called at the request of at least 10% of the members (no less than three) with voting rights or by the Executive Committee. Notice of this hearing shall be announced to the membership at least one week before it is to be held. All reasonable effort must be made to schedule the meeting at a time when the officer who is the subject of the hearing may attend.
- c. **One-half** of the members in with voting rights shall constitute a quorum for such a hearing.
- d. The **member who initiated the hearing** shall preside over the meeting and cast no vote.
- e. A two-thirds vote of members in with voting rights is required to remove an officer from office. The officer shall remain a member of RAIL.

Section 6. *Succession*

- a. Should an officer resign, be removed from office, or otherwise become incapable of continuing in office, the Executive Committee shall immediately notify RAIL membership of the vacancy.
- b. **If the HLO is vacant, the Executive Committee shall appoint an interim officer to fulfill the duties of that office until an election can be held.**
- c. **The LOs shall redistribute the responsibilities such that all responsibilities are taken care of. If necessary, the Executive Committee can hold an election to obtain more LOs**
- d. Elections for a replacement shall follow all applicable procedures under Section 3 of this article.

ARTICLE V. COMMITTEES

Section 1. *Executive Committee*

- a. The Executive Committee consists of all elected officers of RAIL as voting members and all temporary officers as non-voting members. It shall be chaired by the HLO. ~~who shall cast no vote except in the case of a tie.~~
- b. The Executive Committee shall conduct all business of RAIL between General Meetings and be the governing body of RAIL.
- c. Decisions of the Executive Committee may be overridden by a majority vote of RAIL Membership when called for at a General Meeting.

Section 2. *Temporary Committees*

- a. Additional temporary committees may be created by the Executive Committee to deal with specific matters.
- b. The Vice President shall chair all temporary committees unless otherwise specified by the Executive Committee.

ARTICLE VI. MEETINGS

Section 1. *General Meetings*

- a. General Meetings shall be called by **any LO** and RAIL shall have a minimum of two General Meetings in the Fall and Spring semester. The HLO shall call a General Meeting at the request of at least 10% of the members (no less than three) with voting rights or at the request of the Executive Committee.
- b. All General Meetings shall be open, unless voted closed to conduct business. Business may only be conducted if a quorum is present. Quorum to do business at a General Meeting shall be **one-quarter** of the members with voting rights.
- c. A majority vote is required to conduct business of RAIL unless otherwise specified in this constitution. ~~The President may only vote in the case of a tie.~~ **In case of ties, the HLO shall make the final decision**

Section 2. *Executive Committee Meetings*

- a. Executive Committee Meetings shall be called by **any LO** as the need arises to conduct the business of RAIL and Executive Committee. The HLO shall call an Executive Committee Meeting at the request of two members with voting rights of the committee or two members without voting rights and one member with voting rights.
- b. Quorum to conduct business at an Executive Committee Meeting shall be **one-third** of its voting members.
- c. Executive Committee Meetings shall be open unless voted closed.

Section 3. *Other Meetings*

- a. Meetings may be called by other committees to conduct their business. They shall be open unless voted closed.
- b. Quorum to conduct business of a committee shall be **one-third** of its members.

ARTICLE VII. FINANCE

Section 1. *Budget*

- a. The **LOs** shall be responsible for compiling and soliciting budgetary proposals from RAIL membership.
- b. The Executive Committee shall review the budgetary proposals and direct **a LO** to compile the annual budget. The Executive Committee shall approve the final budget.
- c. If RAIL is a Union Funded Club **a LO** shall be responsible for presenting the final budget to the Rensselaer Union Executive Board for approval.
- d. The **LOs** shall oversee and manage the implementation of the budget. **Any LO** shall have the authority to sign Club financial documents.

Section 2. *Section 2. Financial Procedures*

- a. RAIL shall follow all Rensselaer Union financial policies and procedures.

ARTICLE VIII. POLICIES, STANDING RULES, AND BY-LAWS

Section 1. *Availability*

- a. All policies, standing rules, and By-Laws shall be made available to any Activity-Fee paying student or interested member upon request and shall be published wherever this Constitution is also published. This constitution must be published on CMS, RAIL website, and on file with the Union.
- b. A copy of the By-Laws must be placed on file with the Rensselaer Union Administration Office within five business days following their approval.

Section 2. *Policies and Standing Rules*

- a. The Executive Committee may adopt Policies and Standing Rules for RAIL that are non-governing but that constitute good operating practice.

Section 3. *By-Laws*

- a. The By-Laws of RAIL shall be approved by a majority vote at General Meeting.

ARTICLE IX. AFFILIATIONS

Section 1. *This Club shall have no affiliations or governing relationships with any organization except the Rensselaer Union unless approved by the Rensselaer Union Executive Board.*

ARTICLE X. RATIFICATION AND AMENDMENTS

Section 1. *Supremacy Clause*

- a. If any part of this Constitution or the By-Laws violate or contradict the policies of Rensselaer, the Rensselaer Union, or applicable federal, state, or local laws then the contradicting parts of the Constitution or By-Laws are invalid.
- b. If any part of the By-Laws violate or contradict this Constitution then the contradicting parts of the By-Laws are invalid.

Section 2. *Ratification*

- a. This Constitution shall be effective immediately upon the ratification by a two-thirds majority of the members with voting rights and subsequent approval of the Rensselaer Union Executive Board or the properly delegated authority.
- b. If it becomes necessary that any part of this constitution be changed, or that additions are to be made, a two-thirds majority vote of the members with voting rights and subsequent approval by the Rensselaer Union Executive Board or the properly delegated authority is required.

Section 3. *Abrogation*

- a. This Constitution, upon its adoption, shall abrogate any previous governing documents relating to RAIL. This shall not be construed as to deny any office or position to anyone serving out a term elected under a previous constitution.