



The Stony Brook Computing Society

Article I – The Stony Brook Computing Society

The name of this organization shall be Stony Brook Computing Society which is used to register the organization with the College of Engineering and Applied Sciences and the Department of Student Engagement and Activities.

Article II – Statement of Purpose

Section I

SBCS fosters a community for anyone interested in technology. We provide academic, professional and social events so you grow as both programmers and people. Our industry connections, destressing games, and educational workshops serve for your success.

Section II

Our goals fall into three categories:

1. To help our members, and students at Stony Brook, better their technology education both inside the classroom and outside it.
2. To facilitate our members' transition from school to the working world, by creating opportunities to learn about potential careers, preparing students for interviews and career fairs, and connecting students with potential jobs.
3. To encourage positive relationships among our students, with their diverse background and interests, that will persist throughout their college careers and afterward.

The Stony Brook Computing Society, as a registered organization at Stony Brook University is committed to promoting a safe and vibrant campus community. In receiving annual recognition through the Department of Student Engagement and Activities, no individual or group affiliated with the Stony Brook Computing Society will take any action or create a situation which recklessly or intentionally endangers mental or physical health or involves the forced consumption of liquor or drugs for

the purpose of initiation into or affiliation with this organization. The leaders and members of the Stony Brook Computing Society also agree to abide by all aspects of the Stony Brook University Conduct of Student Responsibility, university policies and Federal, New York State and Local laws.

Article III – Membership

Section I

- a. Membership must be open to currently registered, matriculated undergraduate students of Stony Brook University who have paid the respective student activity fees and must subscribe to, or be interested in the purpose of this organization. Priority to certain events will be given to undergraduate students.
- b. No person shall be denied membership or office because of sexual orientation, nation of origin, race, sex, and physical disability, political or religious beliefs, and all other protected classes under federal and state laws.

Section II

Active members are classified as members who have attended at least 3 events, GBMs or SBCS events in the last year or this current semester.

Article IV – Executive Board

Section I: General Requirements

- a. All nominees for organization board positions must have a minimum cumulative index of 2.25 for undergraduates. Officers must maintain a cumulative index of at least 2.25 and must be registered for the semester(s) during which they are to serve.
- b. All officers shall serve for one year and may be re-elected for one additional year as long as they maintain a cumulative index of 2.25 and are registered each semester.
- c. All officers on board will have their own designated tasks, but they are also expected to help plan events. Organizing time and effort of events varies from the type of event that is being planned such as workshops, GBMs, company sponsored events, and collaborative events with multiple organizations.
- d. All officers on the Executive Board are required to attend weekly executive board meetings. In the case that an officer is unable to make a meeting, they

must notify the President at least a day in advance, and regardless of their attendance, they **must** read the executive board meeting minutes.

Section II: Organization

- a. The members of the executive board shall be the President, Vice President, Treasurer, Secretary, Branding Manager, Social Media Manager, and Community Chair.
- b. The total membership of the executive board shall not exceed members of the organization.

Section III: President

- a. The President shall be the official representative of the organization; he/she shall also be a non-voting, ex-officio member of all committees of the organization, except the election committee. The President shall be the chairperson and presiding officer of the executive board.
- b. The President shall have the power to convene and preside over the meetings of the executive board and the general body, as well as prepare the agenda for the respective meetings.
- c. The President shall work together with their Eboard in order to delegate the work of the EBoard.
- d. The President will be in charge of updating our advisors about our club and moderating communications with sponsors and external companies.
- e. The President shall further perform such duties as may be necessary and proper in the fulfillment of their office, subject to the approval of the executive board.

Section IV: Vice President

- a. The Vice President shall be required to see that standing committee chairpersons are fulfilling their duties.
- b. The Vice President shall work with other clubs and organizations on campus including and not limited to the Career Center and the CS Department in order to connect SBCS and its members to other events that can be of benefit to members.
- c. The Vice President shall further perform such duties as may be necessary and proper in the fulfillment of his/her office, subject to the approval of the executive board.
- d. If the President is unable to perform his/her duties, (due to impeachment, leave of absence, or resignation), the Vice President shall assume the position of President.

- e. In the event that the Vice President is unable to perform their duties (due to leave of absence, resignation, or impeachment), a new Vice President will be elected in a special election called by the President.

Section V: Treasurer

- a. The Treasurer shall keep detailed record of all monies allotted to the organization. The Treasurer shall also submit all payment requests.
- b. Each month the Treasurer shall perform such duties as may be necessary and proper in the fulfillment of his/her office, subject to the approval of the executive board.
- c. In the event that the Treasurer is unable to perform their duties (due to leave of absence, resignation or impeachment), a new Treasurer will be elected in a special election called by the President.

Section VI: Secretary

- a. The Secretary shall take minutes and attendance of all meetings and maintain an up-to-date active voting membership roster.
- b. The Secretary is also responsible for creating and sending out weekly newsletters while school is in session and updating the club events calendar.
- c. The Secretary shall organize club documents and the club email.
- d. In the event that Secretary is unable to perform their duties (due to leave of absence, resignation, or assumption of the presidency), a new Secretary will be elected in a special election called by the President.

Section VII: Branding Manager

- a. The Branding Manager shall be in charge of creating flyers for SBCS events and GBMs and coordinating flyer postings around campus.
- b. In the event that Branding Manager is unable to perform their duties (due to leave of absence, resignation, or assumption of the presidency), a new Branding Manager will be elected in a special election called by the President.

Section VIII: Social Media Manager

- a. The Social Media Manager shall be in charge of creating flyers for SBCS events and GBMs and coordinating flyer postings around campus.
- b. In the event that Social Media Manager is unable to perform their duties (due to leave of absence, resignation, or assumption of the presidency), a new Social Media Manager will be elected in a special election called by the President.

Section IX: Community Chair

- a. The Community Chair shall be in charge of creating flyers for SBCS events and GBMs and coordinating flyer postings around campus.

- b. In the event that Community Chair is unable to perform their duties (due to leave of absence, resignation, or assumption of the presidency), a new Community Chair will be elected in a special election called by the President.

Section X: Event Coordinator

- a. The responsibilities of an Event coordinator include coordinating, planning SBCS events and collaborations, and being in constant touch with SBEngaged.

Article V – Meetings

- a. This organization shall hold a General Body Meeting weekly if possible, and at least one General Body meeting each month when the Fall or Spring semester is in session.
- b. A quorum consisting of a majority of the total active voting membership is necessary for the transaction of any business at all meetings.
- c. All meetings must have an agenda and five (5) school days' prior notice of the meetings must be given to all organization members.

Article VI – Special Interest Groups

Section 1

Special Interest Groups may be formed by members of this organization to serve as forums for discussion of appropriate specific computing interests .

Section 2

It is the duty of the Executive Board to support all Special Interest Groups equally in their endeavors by helping them secure meeting rooms, obtain necessary funding from the SBCS budget for activities as deemed appropriate by the Executive Board, and by making their events and activities known to the General Body.

Section 3

Special Interest Groups are sub-committees of this organization and will be named in the form "Stony Brook Computing Society X," where X appropriately reflects the Special Interest Group's purpose. This name shall be used for all business of the Special Interest Group.

Section 4

- a. Special Interest Groups may request funding from this organization's budget, and receive organizational assistance from this organization's members and executive board.
- b. Special Interest Groups' requests for funding must be approved by $\frac{3}{4}$ of the Executive Board, and can then be added to this organization's budgetary request following official CEAS or SBLife policies.

Section 5

- a. Special Interest Groups shall elect an Executive Board of at least a President and Vice President to plan their meetings and activities and report to the General Body. Members of this organization's Executive Board may not be on any Special Interest Group's Executive Board, though they can be active members of any Special Interest Group, as they must advise and assist all Special Interest Groups equally.
- b. To keep their status, Special Interest Groups must have at least 3 activities or meetings per semester and must send an informed representative (such as an Executive Board member) to each General Body Meeting of this organization to update the General Body members on their events and activities.
- c. If a Special Interest Group fails to elect a full Executive Board, hold three (3) meetings or activities, including joint activities with this organization, other SIGs, or other organizations, or fails to send a representative to General Body meetings five (5) times during a semester, it shall be considered defunct and may not operate or receive funding until it is formally re-formed.

Section 6

- a. A Special Interest Group can be formed at any time during the semester, and request funding at the beginning of the next semester after it was formed in time for the official organization budget to be made.
- b. To be formed, Special Interest Groups must be proposed by an interested student and approved by three-quarters ($\frac{3}{4}$) of the Executive Board.
- c. To be voted upon, a Special Interest Group must have a name, a brief statement of purpose, and a proposed Executive Board (if a SIG is proposed at any other time than the beginning of a semester, its Executive Board shall continue through the next semester).

Article VII – Elections

- a. An election committee shall be elected by the general membership in March of each academic year. It shall consist of five (5) members, none of whom may be

considered for elected office. This committee shall elect its own chairperson and recommend the time, place, and manner of election pursuant to the articles contained in this constitution. If a vacancy occurs on the election committee, an election shall be held to fill the vacant seat.

- a. Nominations for the election committee shall be accepted from the floor at a meeting prior to the election of its members. No person shall seek a position on the election committee unless he/she has been a member of this organization for one full semester prior to elections of the Executive Board.
- b. It shall be the responsibility of the election committee to ensure the elections are carried out free from acts of fraud, such as: non-member voting, coercion of voters, interfering with vote counting.
- c. The election committee shall have the power to investigate all instances of possible election fraud and determine the individuals responsible. If four-fifths (4/5) of the election committee find one of the current candidates guilty of fraud, the committee chair shall disqualify that candidate from the election.
- b. Nominations shall be accepted from the floor at a meeting prior to the election, and also available online through a form.
- c. No person shall seek the position of President, Vice President, Treasurer, or Secretary unless he/she has been a member of this organization for two semesters prior to the semester when he/she would assume office.
- d. No person shall be elected to more than one executive board position at any given term.
- e. Election shall be by majority vote of the active voting members present.
- f. Elections must be held no later than one week before the last meeting of the semester. Outgoing officers will still be in control of the club, with the new officers shadowing until their start date. New officers will assume their positions on June 1st.

Article VIII – Impeachment

- a. Any officer of the club may be brought up on impeachment charges for actions detrimental to the organization or its mission. Such actions include, but are not limited to, grossly disregarding the major responsibilities of an elected position..
- b. If a list of charges signed by three-quarters (3/4) of the officers is submitted to the President, he/she must call for an impeachment proceeding. If the

President is being brought up on charges, the petition shall be submitted to the Vice President. Upon receipt of the petition, the President or Vice President shall suspend the officer and prevent him/her from exercising all powers and voting rights pending the outcome of the impeachment proceedings.

- c. If a list of charges signed by two-thirds (2/3) of the active members is submitted to the President or Co-Chair, he/she must call for impeachment proceedings (see Point b for remaining steps).
- d. After the proper impeachment proceedings, the officer(s) so charged may be impeached by a three-quarter (3/4) vote of group members. If impeachment passes, the officer shall be removed from his/her position.

Article IX – Amendments

- a. Amendments to this constitution may be introduced from the floor and must be submitted to the Secretary in writing at a general body membership meeting.
- b. The entire voting membership shall be notified in writing at least five (5) school days prior to vote on a proposed amendment.
- c. A two-thirds (2/3) vote of the active voting membership is necessary for the passage of an amendment.

Article X – Dissolution

In the event of the dissolution of this organization, all accrued funds and assets given by the Undergraduate Student Government shall revert to the Undergraduate Student Government and all accrued funds that are placed in an FSA or TNA account shall be used at the discretion of the University designated signatory.