

Bylaws and Constitution

The University at Buffalo Student Chapter of the Association
for Computing Machinery

Amended November 9th, 2015 to be reinstated for the 2015 - 2016 year

Article I: Name

1. This organization shall be called the University at Buffalo Student Chapter for the Association for Computing Machinery. In these Bylaws it is referred to as the Chapter; the Association for Computing Machinery is referred to as the ACM. The University at Buffalo is referred to as “The University”.

Article II: Purpose

1. The Chapter is organized and will be operated exclusively for educational and scientific purposes to promote the following:
 - (a) An increased knowledge of and greater interest in the science, design, development, construction, languages, management, and applications of modern computing.
 - (b) Greater interest in computing and its applications.
 - (c) A means of communication between persons having an interest in computing.
2. The Chapter will serve students, faculty, and staff at the University at Buffalo and the Buffalo and Greater Buffalo communities.
3. The Chapter is chartered by the ACM.
4. The Chapter is recognized by the Undergraduate Student Association, hence referred to as the “SA”, at the University.

Article III: Membership

1. Membership in the Chapter shall be open to all ACM members and nonmembers. As per SA policy, membership is open to all undergraduate students.
2. Voting membership in the Student Chapter shall be granted to all active chapter members and who are undergraduate students. An active member is defined as a member who has attended at least three meetings throughout the current school year.
3. In order to maintain recognition by SA, membership must consist of at least ten persons.

Article IV: Officers

1. The officers of this Chapter shall be: President, Vice President, Secretary, and Treasurer. These officers constitute the Council. A minimum of three officers shall establish a Chapter; combining the offices of Secretary and Treasurer is subject to the opinions of the executive board.
2. All officers of the Chapter must be active members of ACM. Only full-time or part time undergraduate students of the University at Buffalo are allowed to hold an executive board position.
3. The officers shall be elected by a plurality of the votes cast at the annual election meeting. They shall take office on the last day of the spring semester, and serve for one year.
4. Appointment or nomination of an individual to an officer positions within ACM shall be in general limited to two full consecutive terms in the same position. This recommendation is intended to encourage the continuing infusion of new volunteers into the organization and to encourage office holders to give thought to planning for their successor. Appointment or nomination to a third or subsequent consecutive term should be limited to situations where such appointment or nomination is believed to be in the best interests of the Chapter.

Article V: Duties of Officers

1. The President is the principal officer and is responsible for leading the Chapter and managing its activities in accordance with the policies and procedures of the ACM and these bylaws. The President shall preside at all meetings of the chapter and of its Executive Board.
2. The Vice President shall preside at meetings in the absence of the President, assist the President in the management of the Chapter, and perform other duties that may be assigned by the President.
3. The Treasurer/Secretary shall keep the minutes of all Chapter and Executive Council meetings and maintain the chapter's financial records. Other duties include:
 - (a) Paying all bills, and maintaining records for the chapter
 - (b) Preparation of the Chapter's annual report and officer contact information, and submission of these to the ACM Headquarters via the Chapter Administrative Interface.
 - (c) Submission of any proposed amendments to these bylaws to the ACM Chief Operating Officer. Proposed amendments must be approved before they can be submitted to the Chapter's membership for a vote.
 - (d) Perform other duties as assigned by the President.
4. If an officer is unable to fulfill their duties or an officer has violated the terms of the Student

Association, University at Buffalo, or Student Mandatory Activity Fee Guidelines, then a vote may be called for their impeachment by a club member. Members of the club must have been notified at least a week in advance for the purpose of this vote. If the vote has a majority (51%), then the officer shall be impeached.

5. If an officer has resigned or been impeached from their office, then the SA shall be informed and pending approval a new election shall take place according to election procedure. The officer shall serve until the last day of spring semester.

Article VI: Meetings

1. The Chapter shall hold meetings only in places that are open and accessible to all members of the Association.
2. The Chapter shall hold at least two meetings per semester. The Chapter must also hold two Chapter Events per semester. These events must be related to the Chapter's purpose. The Chapter must also attend two SA events per semester. The Chapter must also raise at least fifty percent of its budget given to the Chapter by the SA. Lastly, the Chapter must also hold two Community Service Events per semester.
3. Meetings will be for general interest. There will be an agenda present for the club to preside over. At the end, an open floor will be present for members to share their events and opinions.
4. The Annual Election meeting should be held at the last meeting of the semester. At this meeting, the Secretary and Treasurer shall present the required reports. Also, the election of officers shall be held. Written notices of all meetings shall be distributed to all members at least one week prior to any meeting.

Article VII: Amendment and Voting Procedures

1. All proposed changes to these Chapter Bylaws shall be approved by the ACM Chief Operating Officer.
2. Amendments to this Constitution and by-laws may not violate any Student Association, University at Buffalo, Student Mandatory Activity Fee Guidelines, New York State, or Federal rules, regulations, or laws.
3. Once passed, amendments and an updated Constitution must be turned into the Student Association Office and the Council Coordinator for review and approval.
4. Another vote will take place to determine when the amendment will take effect. If no choice receives a majority (51%) of the vote, then the amendment will take effect when

new officers are elected. The amendment can only go into effect after SA approval.

5. No official business of the Chapter shall be conducted unless a quorum is present. A quorum of the Chapter shall be defined as a majority (51%) of the voting membership of the Chapter.
6. A simple majority of the voting members shall be required to carry a motion.
7. Officers will be elected by a plurality of votes cast.

Article VIII: Dissolution of the Chapter/Loss of recognition

1. Dissolution of this Chapter by consent of the members shall consist of unanimous agreement of all its officers together with a majority vote at a meeting which has been publicized in advance to all members of the Chapter for the purpose of taking this vote.
2. Should this Chapter be dissolved, all assets and liabilities shall be transferred to the SA.