

# **Sigma Gamma Tau Aerospace Engineering Honorary**

## **Student Organization Bylaws**

### **ARTICLE I. CURRENT MEMBER EXPECTATIONS**

**Section A.** All members of the organization are expected to maintain good standing in their class, defined in Article IV Section B of the chapter constitution, in addition to completing the service requirements established and provided by the executive board. All members are expected to uphold the standards defined in the purpose statement and established in Article IV Section D of the chapter constitution.

**Section B.** In practice, undergraduate and graduate members are expected to serve four and two volunteer hours, respectively.

### **ARTICLE II. MEETINGS AND EVENTS OF THE ORGANIZATION**

**Section A.** General Body Meetings: Meetings are held once a month to review volunteering, share news, and hold initiations. These are typically paired with a professional development activity. Exceptions are made during transitions and exam times.

i. Committee meetings are held by officers and chairholders and are scheduled when needed.

**Section B.** Events: Social events are held once a month to promote fellowship in the community. Exceptions are made during transitions and exam times.

**Section C.** The chapter should hold at least two meetings of a technical nature during each scholastic year in addition to the regular meetings. Membership election meetings will be followed by an initiation meeting or banquet. Meetings of a social or technical nature may be held with other organizations, but business meetings should be open only to members.

**Section D.** This organization reserves the right to address member or event attendee behavior where the member or event attendee's behavior is disruptive or otherwise not in alignment with the organization's constitution. Expectations and means for removal are defined in Article IV Section D of the chapter constitution.

### **ARTICLE III. COMMITTEES**

**Section A.** The executive committee consists of the core offices, as defined in Article VI Section A of the chapter constitution, in addition to any additional offices voted in by the core offices. The Executive Committee (like a board of trustees or directors) represents the general membership, conducts business of the organization between general meetings of the membership, and reports its actions at the general meetings of the membership.

**Section B.** Committees can be established by the executive board to serve the organization leadership, the Executive Committee, and general membership. Officers will lead these committees as seen fit, and choose chairpersons to help lead meetings. Example committees include: social, review, outreach, etc.

#### **ARTICLE IV. DISCIPLINE OF CHAPTERS**

**Section A.** A chapter may be disciplined by the Convention or by decision of the Executive Council for violation of the Constitution, continued inactivity, or other such activities deemed to injure the reputation of the profession or Society.

**Section B.** Fines may be determined and levied by majority vote of the Convention or by decision of the Executive Council with approval by three-fourths vote of all active chapters. If the ballot is not returned within thirty days, the vote will be considered against the fine.

**Section C.** Suspension or expulsion of a chapter may occur only by a three-fourths vote of all active chapters.

#### **ARTICLE V. RESERVE FUND**

**Section A.** It will be the duty of the Executive Council to always maintain a Reserve Fund invested in safe securities (such as Certificates of Deposits), and registered in the name of the Society. These securities will be kept in a safe location at the National Office.

**Section B.** The Reserve Fund, which represents the financial reserves of the Society, will be maintained as insurance against financial emergencies endangering the life or seriously impairing the activities of the Society. It may be drawn on by the Executive Council only when four-fifths of the active chapters approve. If the ballot is not returned within thirty days, the vote will be considered affirmative.

**Section C.** A Convention is authorized to draw on the Reserve Fund for expenses associated with the operation of the Society at the recommendation of the Executive Council and if concurred by a four-fifths vote of the 8 voting delegates present at the Convention.

**Section D.** Whenever the reserve fund has been reduced below a total face value of \$15,000, replacement shall take precedence over all expenditures of the Society. This minimum value should be reviewed at each National Convention and amended by the Convention as deemed necessary.

**Section E.** At the discretion of the Executive Council, any excess funds in the operating treasury at the end of each fiscal year may be transferred to the Reserve Fund.

**Section F.** The Secretary-Treasurer will keep all financial records of the reserve fund, and submit a written report to be read and approved at each National Convention.

**ARTICLE VI. PURPOSE AND OPERATIONAL STRUCTURE REQUIRED AS A TAX-EXEMPT ORGANIZATION**

**Section A.** Said organization is organized exclusively for charitable, educational, and scientific purposes, including, for such purposes, the making of distributions to organizations that qualify as exempt organizations under section 501(c)(3) of the Internal Revenue Code, or corresponding section of any future federal tax code.

**Section B.** No part of the net earnings of the organization shall inure to the benefit of, or be distributable to its members, trustees, officers, or other private persons, except that the organization shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes set forth in the purpose clause hereof. No substantial part of the activities of the organization shall be the carrying on of propaganda, or otherwise attempting to influence legislation, and the organization shall not participate in, or intervene in (including the publishing or distribution of statements) any political campaign on behalf of any candidate for public office. Notwithstanding any other provision of this document, the organization shall not carry on any other purposes not permitted to be carried on (a) by an organization exempt from federal income tax under section 501(c)(3) of the Internal Revenue Code, or corresponding section of any future federal tax code, or (b) by an organization, contributions to which are deductible under section 170(c)(2) of the Internal Revenue Code, or corresponding section of any future federal tax code.