

AMERICAN SOCIETY OF CIVIL ENGINEERS:

YOUNGSTOWN STATE UNIVERSITY
STUDENT CHAPTER

CONSTITUTION

ADOPTED:

PREAMBLE

The objective of the YSU ASCE Student Chapter is to help students prepare themselves for entry into the Civil Engineering profession and society.

Students must competently develop the principles and techniques of engineering while adhering to ethical standards, mainly which engineers uphold and advance the integrity, honor and dignity of the engineering profession by applying the following principles.

1. YSU ASCE members shall use their knowledge and skills developed in school for the enhancement of human welfare and the environment upon graduation.
2. YSU ASCE members shall be honest, impartial and serve without bias the public, their employers, and their clients.
3. YSU ASCE members shall strive to increase the competence and prestige of the engineering profession.
4. YSU ASCE members shall support the professional and technical societies of their discipline while maintaining a respectful and complementary attitude towards such societies of other disciplines.

Youngstown State University Student Chapter of the American Society of Civil Engineers also helps civil engineering students begin the professional contacts and associations which, continued through life, are so valuable to the practicing engineer to fulfill his/her position more efficiently and effectively.

ARTICLE I - MEMBERSHIP

SECTION A: YSU ASCE student members shall be undergraduate or graduate students who show curiosity in civil engineering or civil engineering technology.

SECTION B: All student members shall be responsible to pay chapter dues. The chapter dues are \$15/yr or \$9/semester. **Chapter dues will be waived for freshman engineers enrolled in Intro to Engineering.**

SECTION C: Student members are expected to be respectful. Student members **shall not** discriminate against any person in any manner.

SECTION D: Student members are expected to become National ASCE student members. A list of National Member Numbers will be kept on record by the Secretary.

SECTION E: It is at the discretion of the Officers to banish any member they feel has violated this Constitution in any way. A majority vote of the officers will result in banishment of that member.

ARTICLE II - OFFICERS

SECTION A: Requirements for officers are as follows:

1. The officer shall be either a graduate student or and undergraduate student and have completed at least 24 semester hours at YSU.
2. Candidates must be able to complete term in office equivalent to one academic year at YSU.
3. The officer shall be in good standing and must maintain that standing for his/her term.
4. The officer must also be in good standing with Civil Engineering or Civil Engineering Tech department at YSU.

SECTION B: Officer **duties** are as follows:

1. **PRESIDENT:** The President shall conduct all meeting, appoint all committees and conduct all business. The President has signature authority over the checkbook. The President shall also set times and dates for all chapter meetings and shall make appropriate accommodations. The President shall also assist the Secretary in completing the Annual Report.
2. **VICE PRESIDENT:** The Vice President shall be second in command to the President. If for some reason the President is unable to fulfill his/her duties, the Vice President will inherit all responsibility of the President. The Vice President is also in charge of organizing any social events or Field Trips, including but not limited to Smokers, Banquets, and Regional Conferences.
3. **SECRETARY:** The secretary shall maintain accurate minutes off chapter meetings and receive all correspondence. The secretary will also keep an ongoing list of YSU ASCE members and their National Member Numbers. It also the duty of the secretary to complete and submit the Annual Report to National ASCE in conjunction with the President.
4. **PUBLIC RELATIONS/COMMUNICATIONS:** The PR office shall be a spoken representative of the ASCE YSU Chapter. This officer is expected to communicate with faculty and outside sources. This office will also maintain the YSU ASCE website (http://www.yzu.edu/stu_org/asce) and if necessary will be in charge of any newsletters. It is also the duty of the PR officer to inform others on chapter meeting locations and times.
5. **TRESURER:** The Treasurer shall maintain all funds for the society and update the President on current financial outcomes. The treasurer also has signature authority over the check book. It is the responsibility of the Treasurer to properly document members who have paid their member dues.
6. **FACULTY ADVISOR:** At least one faculty advisor shall be involved with the chapter. This member has no voting privileges. The advisor shall be a member of the Youngstown State University faculty or staff who will serve as a connection between the University, student members, the civil engineering department at YSU, and the parent chapter.

MISCELLANEOUS POSITIONS – These positions are not required and occur when they are needed. Officers shall appoint all positions. The person holding the position must be a student member, a civil engineering/technology student, and must be good standing. **Officers are also permitted to take on these roles as well.**

- a. **CONCRETE CANOE PROJECT MANAGER:** The Concrete canoe project manager shall be in charge of the concrete canoe project. He/she will appoint a co-captain to assist in the project. This person is held responsible to organize a team, hold team meetings, and oversee the project.
- b. **STEEL BRIDGE CAPTAIN:** The steel bridge captain will manage the steel bridge team. He/she will appoint a co-captain to assist in the project. The captain is held responsible to organize a team, hold team meeting, and oversee the project.
- c. **PROJECT COORDINATOR:** The project coordinator will be in charge of the Regional Conference. He/she will work side by side with the Vice President to organize the Conference; this includes but is not limited to hotel accommodations, travel accommodations, registration fees, and SGA funding.
- d. **FUNDRAISING COMMITTEE:** Two student members shall be appointed to the fundraising committee. The members shall be in charge of maintaining a list of local companies, creating a solicitation letter, and working with the University Office of Development to obtain funds. The committee is also free to develop their own ideas to raise funds.

SECTION B: The **Chain of Order** of officers is President, Vice President, Secretary, Public Relations/Communications, and Treasurer. Officers move up in the chain of order if an officer preceding them is absent.

SECTION C: Elections shall be held every April to determine new officers. Student members will nominate fellow student members for each position. Each student member will then receive one (1) vote for each office. A simple majority (51%) is needed for election into an office.

If a tie occurs, the officers shall vote to break that tie. A simple majority is needed.

SECTION D: If for any reason, an officer is not performing his/her specified duty, **an officer can be eliminated from that position.**

The first step to banishment shall consist of a majority vote of the officers (including the officer in question) to start an impeachment process. If a tie occurs the President shall break it, unless they are the one in question, then the Chain of Order shall take effect. If that requirement is met, the second step will consist of an emergency chapter meeting and vote. At the meeting, the officer in question will have a chance to defend themselves and the whole chapter will vote. A 2/3 majority is needed to banish an officer.

If an officer is banished, it is the responsibility of the remaining officers to **APPOINT** a student member to fill that position for the rest of the term.

ARTICLE III - MEETINGS

SECTION A: The Chapter is required to hold at least one meeting a month to update the status of the Chapter. The meetings are open to all faculty, staff, alumni, students or anyone else interested in ASCE and its activities.

Officers shall hold Officer's Meetings whenever they deem it necessary.

The President shall conduct all meetings. If for some reason the President can not attend a meeting the Vice President shall conduct the meeting and the Chain of Order shall take place.

SECTION B: All voting and actions shall be done in accordance with Robert's Rule of Order (latest edition).

SECTION C: Officers are required to attend meetings. If an officer misses more than 2 meetings per semester, the remaining officers have the authority to hold an officer's meeting to vote on the impeachment process, except for reasons approved by the President or other council member according to the Chain of Order.

ARTICLE IV – REGIONAL CONFERENCE

SECTION A: The student chapter shall attempt to attend the regional conference every year.

SECTION B: It is at the officer's discretion on whether or not the Chapter will compete in any competitions held that year.

SECTION C: In order for a student member to attend the regional conference they must meet three (3) requirements.

- 1) He/she must actively participate in ASCE and/or the competition at hand if applicable. This at the captain's discretion.
- 2) He/she must be a good standing student member of the YSU Chapter of ASCE (i.e. he/she must have paid all dues).
- 3) He/she must be a National Student Member of ASCE.

ARTICLE V – AMENDMENTS

SECTION A: Amendments to this constitution shall be proposed at a meeting and voted on at that same meeting. A 2/3 majority vote is needed to pass the proposed amendment. That amendment will take effect immediately.