

Constitution and By-Laws of the Graphic Design Association 2009-2010

ARTICLE I: NAME

The name of the organization shall be Graphic Design Association, which is a student organization of the University of Wisconsin-Stout.

ARTICLE II: ORGANIZATION PURPOSE

The purpose of this organization is to enhance the graphic design education experience outside of the classroom at the University of Wisconsin-Stout through a network of students and professionals. We will educate and expand the University of Wisconsin-Stout's design network through events sponsored by AIGA as well as speakers, workshops, lecture series, and professional contact.

ARTICLE III: AFFILIATIONS

Graphic Design Association is affiliated with a national professional organization, the American Institute of Graphic Artists (AIGA).

ARTICLE IV: MEMBERSHIP

Section 1: Any student of the University of Wisconsin-Stout may be a member of the Graphic Design Association.

Section 2: All members of the organization are allotted one vote provided he/she is in attendance and has paid membership.

Section 3: The responsibilities of all members shall include regular meeting attendance and active participation in fundraising and events.

Section 4: The board of directors with regard to non-compliance with the University of Wisconsin-Stout code of conduct may terminate membership.

ARTICLE V: DUES

Section 1: Members shall pay university membership dues in the amount of \$20 on a yearly basis in addition to the optional National AIGA membership dues.

Section 2: Changes in dues may be updated with each academic year.

ARTICLE VI: OFFICERS

Section 1: DUTIES

PRESIDENT

The President shall preside over the organization and prepare an agenda in consultation with fellow officers. To be considered for Presidency, they shall have served on the board for at least one academic year. They will act as an AIGA Representative and will be responsible for informing the membership on AIGA activities as well as all communication between our chapter and the national organization

VICE PRESIDENT

The Vice-President shall serve in absence of the President and assist the President, Faculty advisors, and fellow officers in various executive duties. These may include communicating with professionals, attending professional advisory board meetings, and meeting with other student groups around the Minneapolis area. They will be easy to communicate with and be willing to help and advise their fellow board members.

additional requirements

- Have at least one year left after the year they are elected (no seniors)

SECRETARY

The Secretary shall keep minutes of all meetings, email the membership about upcoming events, as well as maintain an active record of current members and their contact information.

*Incoming Sophomore level position

TREASURER

The Treasurer shall be responsible for collection of dues, handling of organizational accounts, and SSA allocated funds. In addition, the Treasurer will also act as head of budget proposals and funds maintenance.

GRAPHIC DESIGN DIRECTOR

The Graphic Design Director is the representative of the graphic design students and of Stout; voicing the interests of the GD students to the Stout officers and even to the officers of the official MN Chapter. Help with the planning and organizing of graphic design-based events and activities for the AIGA Stout Student Group members. The GD Director is an important aspect to running this organization and is a very fun position to be in, along with being a great way to gain experience as a leader and an effective team member in a design community.

additional requirements

- Graphic Design Major
- Ability to lead and organize events and trips (studio tours/speakers/workshops/etc.)
- Able to design print publications for events and other activities if needed

MULTIMEDIA DIRECTOR

The Multimedia Design Director is a representative for the multimedia design students and of Stout; voicing the interests of the MD students to the Stout officers and even to the officers of the official MN chapter. Help with the planning and organizing of multimedia-based events and activities for the AIGA Stout Student Group members. They will work closely with the student group Siggraph to develop a larger multimedia community.

additional requirements

- Multimedia Design Major
- Ability to lead and organize events and trips (studio tours/speakers/workshops/etc.)
- Able to design web publications for events and other activities if needed

*Preferred to be a member of Siggraph or has a plan on joining Siggraph

MARKETING DIRECTOR

The Marketing Director will be responsible for the advertisement of meetings and events, as well as the organization as a whole---by any means. They will also be responsible for marketing our organization throughout the Menomonie area so others know what our organization does and what we can do for the community. They will work closely with the Graphic Design & Multimedia Directors as well as the Treasurer to make sure they are staying on budget and maintaining our blog and website.

additional requirements

- Design, print, and distribute posters, flyers, and other promotional items on a timely basis
- Update and maintain website/blog/facebook etc.

ADVISOR

Section 1: The advisor shall be current University of Wisconsin-Stout faculty/academic staff with interest in the promotion of graphic design and expertise in the field.

Section 2: All student held offices will hold a term of one year, but shall not be limited by any length.

ARTICLE VII: ELECTIONS

Section 1: Selection of officers shall be held in May at the last meeting of the academic school year. Membership will be notified through email of impending vote by the present Secretary and will vote to elect a President, Vice President, Treasurer, Secretary, GD Director, MD Director, and Marketing Director.

Section 2: Voting will be held by means of a blind ballot, tabulated by board members and determined by a majority vote.

ARTICLE VIII: MEETINGS

Section 1: Regular meeting of this organization shall be held monthly and on a case-by-case basis in regard to demand.

Section 2: A quorum shall consist of 10 voting members not to include board members.

ARTICLE IX: ADVISOR

Section 1: There shall be at least one faculty/staff advisor, however advisors are not to exceed three.

Section 2: Advisors will be selected by board members based on willing and active participation in the organization.

Section 3: Advisors will be expected to aide board members in the pursuit of the organizations mission.

ARTICLE X: COMMITTEES (optional)

Section 1: The Propaganda Committee will be lead by the Propaganda Chair. Membership will be determined based on a volunteer basis.

ARTICLE XI: AMENDMENTS TO THE CONSTITUTION

Section 1: Amendments to the constitution may be made by a 2/3 vote of the membership.

Section 2: Amendments to the constitution shall be submitted to board members and brought to the floor at the next meeting to be voted on by membership. Amendments require a 2/3 vote by membership to be adopted.

ARTICLE XII: BYLAWS

Section 1: New bylaws shall be submitted to a board and passed by a 2/3 balloted vote of membership.

Section 2: Amendments and revisions shall be handled as stated above.

Section 3: Roberts Rules of Order or Parliamentary Procedure shall govern meetings of this organization within the requirements of this constitution and bylaws adopted by the membership of Graphic Design Association.