

# **The IEEE Constitution**

## **Article I: Name**

**The name of this organization shall be IEEE – University of Wisconsin Stout Student Branch.**

## **Article II: Purpose**

**The purpose of this Organization shall be** to foster interest and understanding of electrical engineering and computer science. This shall be accomplished via workshops, industry tours, and group projects. The goal of the organization is to provide a place where students from any major, but especially computer-related majors, can come and collaborate on projects and gain experience from upperclassmen.

## **Article III: Membership**

Section 1: Membership is open to all registered students in good standing at the University of Wisconsin-Stout. All student organization members must maintain at minimum, a 2.0 grade-point average (on a 4.0 scale) to be eligible for participation in IEEE.

Section 2: IEEE will not discriminate against membership of any individual based upon race, gender, religion, ancestry, age, veteran status, marital status, sexual orientation, income, physical ability or political ideology, unless specified in the governing document of the organization or pursuant to an exception recognized by University, local, state or federal laws / ordinances. No IEEE subgroup will be funded unless all IEEE members are invited to attend.

Section 3: IEEE will only require a membership to the national Institute for Electronics and Electrical Engineers organization for activities that are funded in whole or part from the national organization itself. However, in cases where a limited number of members can participate in an activity, preference will be given to those with a national membership.

Section 4: Voting members will include those with a national IEEE membership and those who attend more than half of IEEE meetings during a given semester. Voting status in the latter case will be determined by the number of meetings attended during the previous semester.

## **Article IV: Officers**

Section 1: Executive Officers of the Organization shall be as follows:

- Chair
- Vice Chair
- Treasurer
- Secretary

Section 2: Officers of the Organization can include but are not limited to:

- Project Coordinator
- Other offices that the board deems necessary

Section 3: Duties of Officers

President: The President shall be in charge of performing or delegating all

necessary tasks not mentioned here. The President shall be in charge of setting up speakers from the industry, as well as helping to plan tours that IEEE will take. The President shall also be the primary delegate to the IEEE national organization, and perform all clerical tasks expected by them in order to continue UW-Stout IEEE's affiliation.

Vice President: The primary mission of the Vice President is to assist the President and be a delegate for unforeseen tasks. In addition, should the President ever become unable to perform their duties, it is up to the Vice President to perform them in the President's stead. The Vice President will also manage Project and Event Coordinators.

Treasurer: The Treasurer shall be in charge of IEEE's money. They shall be in charge of removing and adding necessary funds to the IEEE bank account, as well as applying for and using SSA funds.

Secretary: The Secretary shall be in charge of scheduling events, keeping track of members, and helping the president organize events. The Secretary should also log meetings and keep track of member participation.

Project Coordinator: The Project Coordinator is in charge of setting up IEEE workshops and helping members with projects. IEEE workshops should occur at least bi-monthly and guide participants in completing a hardware or software task. Workshops can also be purely informational. Also, the Project Coordinator position can be held in conjunction with any officer position other than President. IEEE should strive to team Project Coordinators with another Project Coordinator or other member when developing workshops.

#### Section 4: Election of officers

Members who belong to both the student branch and the national IEEE organization are eligible to hold officer positions. In addition, they must have been a member of the stout IEEE chapter the year before they are to take office. Voting will be done by members who show up on voting day and are members of both the student chapter and national IEEE. Exceptions to length of time necessary to be the club before holding office can be made by President and Vice President agreement, however, member seniority shall be preferred.

### **Article V: Removal of Officers**

Section 1: The removal of an executive officer or officer will be by a 3/4 vote by the Executive Board.

Section 2: The officer in question will be given an opportunity to speak immediately prior to the vote.

Section 3: Officers can only be removed if they do not fulfill their duties, wish to resign, do not attend required meetings, or are found misusing IEEE funds or resources.

### **Article VI: Replacement of Officers**

Section 1: In the event where the Presidential Office is vacant, the Vice-President shall immediately fill the position. A new Vice President will then be selected by the Executive Board.

Section 2: The position of President shall be filled by an individual for no more than 2 semesters unless the Vice President has been removed; the President will then be allowed to serve a 3<sup>rd</sup> semester. Other board members are encouraged to be replaced every 2 semesters.

Section 3: Elections shall be held as needed with a minimum of 1 every two semesters. Additional elections can be called by a majority vote of the Executive board.

Section 4: In the event where an executive board position becomes vacant, the remaining executive board shall fill the position by vote within 14 days. During that time, the position shall be temporarily filled by President and Vice President delegation.

#### **Article VII: Advisor**

Section 1: The advisor of the IEEE shall be a faculty or staff member of the University of Wisconsin – Stout.

Section 2: The student organization advisor serves in voluntary or assigned capacity to the recognized student organization and provides guidance, direction, advice, and continuity to the members of the organization.

Section 3: The advisor shall be selected by appointment given by the Computer Engineering Program Director.

#### **Article VIII: Meetings**

Section 1: A regularly scheduled general meeting shall be *held at least 2 times a semester*. These meetings should discuss the future of the IEEE club and long-term planning. These meetings should also be used for feedback. IEEE shall strive to have weekly meetings.

Section 2: No person can be prevented from attending meetings except when all of the following conditions apply:

1. The individual has been talked to by the President discussing their behavior
2. The individual has been warned by the President and Vice President about their behavior
3. The executive board reaches a 3/4 vote to ban this member
4. The entire board, including the executive board, reaches a majority vote to ban this member

#### **Article IX: Amendments**

Section 1: All amendments to this constitution shall have notice of 7 days prior to being discussed and voted upon.

Section 2: All amendments require a unanimous vote of the executive board and a majority vote of the

entire IEEE club.

#### **Article X: Ethics**

Section 1: All IEEE club members shall follow the IEEE code of ethics.

Section 2: Any criminal or improper behavior shall be dealt with in accordance with the UW Stout code of conduct.

#### **Article XI: National Organization**

The UW Stout IEEE Student Chapter shall be a student branch of the national Institute for Electronics and Electrical Engineers found at [www.ieee.com](http://www.ieee.com).