

Constitution of the National Society of Black Engineers – Savannah State University Chapter

Revised April 8, 2009

Preamble

The National Society of Black Engineers – Savannah State University Chapter, as a national student and professional based organization, does hereby dedicate itself to the development of intensive programs for increasing Black and other ethnic minority participation in the fields of engineering and engineering technology. These programs will be initiated both within and outside the university community and will serve to strengthen relations between professional industry and the black community. Members of this organization are encouraged to join and participate in their individual professional societies. This organization will endeavor to provide general counseling to all members.

Article I – Name and Type

The name of this organization will be the National Society of Black Engineers – Savannah State University Chapter, a non-profit student run organization, henceforth referred to as NSBE – SSU Chapter.

Article II – Purpose and National Mission Statement

It shall be the purpose of NSBE – SSU Chapter to recruit more students, undergraduate and/or graduate, to organizations such as the National Society of Black Engineers in hopes that these students will continue their studies in the S.T.E.M. (Science, Technology, Engineering, and Mathematics) disciplines, more specifically engineering; and to endeavor in the advancement of the ethnic minority engineer in professional industry.

The mission statement of the National Society of Black Engineers is to increase the number of culturally responsible Black engineers, who excel academically, succeed professionally, and positively impact the community.

Article III – Membership

Section 1.

The term “member” when printed without an initial capital, where used in this Constitution, includes all categories of membership. The term “Member” when printed with an initial capital, where used in this Constitution, is defined in Article 3, Section 3(a).

Section 2.

Membership in NSBE – SSU Chapter shall be designated as Member, Affiliate member, Lifetime member.

Section 3.

Members shall be defined as:

- (a) 1. an undergraduate enrolled at Savannah State University pursuing a degree in the field of engineering and is a candidate for a degree in engineering, engineering technology, mathematics, or applied/physical science, or

2. a graduate student who has received an undergraduate degree in engineering, engineering technology, mathematics, or applied/physical science, or
 3. has received a registered membership card through the payment of annual membership fees.
- (b) An Affiliate member shall be defined as a person who is not a candidate for a degree in one of the areas defined in Article 3, Section (a) 1., and who has voting power limited to the Chapter only, and as such is exempt from positions including, but not limited to a Regional or National office, a position of Senator, or the top four positions on the Chapter level—Chair, Vice Chair, Secretary, and Treasurer.
- (c) A Lifetime member shall be defined as a person that qualifies for any of the membership categories described in Article 3, Section 2, has completed the Lifetime Membership Application, and has received a receipt verifying that lifetime membership dues have been paid in full.

Section 4.

A graduate student who qualifies for membership to the National Society of Black Engineers may participate as a Member or an Alumni member, but not both.

Section 5.

Membership and participation shall be free from discrimination on the basis of sex, race, religion, ethnic group, age, national origin, or country of abode.

Section 6.

The “good standing” of a NSBE – SSU Chapter member shall be defined as:

- (a) a person who has paid their annual membership and chapter dues in full,
- (b) attends at least 4 general body meetings per term,
- (c) attends at least 2 events outside of general body meetings per term,
- (d) and has a 2.5 GPA,
- (e) and he/she must submit an unofficial transcript to the Chapter Executive Board each term, with the exception summer.

Section 7.

Any member not in “good standing” due to GPA reasons must attend regular academic excellence activities as provided by the Chapter or elsewhere with documented proof of attendance.

Article IV – Voting

Section 1.

NSBE – SSU Chapter, while in good standing with the National Society of Black Engineers, shall select two senators to cast votes in regional and national business.

Section 2.

Each member who has fulfilled the requirements for chapter membership, as specified by this Constitution, shall be entitled to vote in chapter general body meetings.

Article V – Dues

Section 1.

Annual membership dues shall be reviewed annually by the National Executive Board (NEB) and can be changed only by a two-thirds vote of the senators attending the National Convention upon recommendation of the NEB.

Section 2.

There may be an addition chapter fee added onto the annual membership dues of the National Society of Black Engineers. This fee may added solely by the discretion of the Chapter Executive Board (CEB).

Article VI – Administration and Offices

Section 1.

There shall be an Executive Board of NSBE – SSU Chapter which shall consist of the:

- (a) Chapter Chair
- (b) Chapter Vice Chair
- (c) Chapter Secretary
- (d) Chapter Treasurer
- (e) Chapter Programs Chair
- (f) Chapter Membership Chair
- (g) Chapter Senator (2)

Section 2.

The Chapter Executive Board shall:

- (a) Determine all questions of policy and shall administer the affairs of NSBE – SSU Chapter under the Constitution and Bylaws, and the general provisions of the law under which it is incorporated.
- (b) Be subject to the orders of the membership and none of its acts shall conflict with decisions made by the vote of the general body, or the goals and objectives of the chapter.
- (c) Not receive any salary for service
- (d) Make recommendations to the National Society of Black Engineers
- (e) Set the hour, agenda, and place of all chapter functions and meetings
- (f) Coordinate activities of the chapter

Section 3.

All members of the Chapter Executive Board may serve a maximum of two consecutive terms in one position. Should a vacancy occur in any Chapter Executive Board office, the unexpired term shall be filled by appointment by the Chapter Chair and approved by the Chapter Executive Board.

Section 4.

Any Member of NSBE – SSU Chapter is eligible for a Chapter elected office as long as he/she is in “good standing” with the National Society and the Chapter.

Section 5.

Elections to Chapter Offices:

- (a) Elections of the Chapter Offices will be held during the first general body meeting in April.

Section 6.

The Chapter Executive Board-Elect shall take office May 1 following the elections.

Section 7.

Any officer of NSBE – SSU Chapter in violation of the organization’s purpose or constitution may be removed from office by one of the following processes:

- (a) A written request by at least three Members of the organization.
- (b) Written notification to the officer of the request, asking that the officer be present at the next executive board meeting and prepared to speak.
- (c) A two-thirds majority vote of Members is necessary to remove an officer

Section 8.

Any officer who neglects his/her duties within a four (4)-consecutive-weeks time frame will forfeit his/her removal by due process. Beginning infractions include, but are not limited to missed action items, missed executive board meetings, and/or failure to communicate with fellow board members.

Section 9.

All chapter offices and their duties shall be defined by this Constitution and the Chapter Bylaws in accordance with all regulations of NSBE – SSU Chapter.

Article VII – Committees

Section 1.

There shall be five standing committees of NSBE – SSU Chapter, which are:

- (a) Academic Excellence
- (b) Membership
- (c) Communications
- (d) Finance
- (e) Publications

Section 2.

Standing committees should have the following duties:

- (a) Academic Excellence
 1. Collect and maintain data needed to establish the progress of the National Academic Excellence Program.
 2. Create and maintain academic excellence programs and activities
- (b) Membership
 1. Listing all of the chapter’s status and problems incurred within the chapter.
 2. Reviewing all of the chapter’s data to make sure the chapter is in “good standing” with the National Society of Black Engineers.
- (c) Communications

1. Define mechanisms by which the Chapter Executive Board will initiate communication with the Members for the year.
- (d) Finance
1. Identify and develop chapter funding sources
 2. Identify mechanisms for fund-raising
- (e) Publications
1. Publish and disseminate news articles that deal with the membership of the Chapter and issues that influence the Chapter.
 2. Oversee the designing, editing, production, and dissemination of printed publications distributed at the chapter meetings.
 3. Produce documentation of an annual collection of event highlights related to the Chapter.

Section 3.

In addition to the above duties, the committees will carry out assignments deemed necessary by the National Society of Black Engineers and the Chapter Executive Board.

Article VIII – Duties of Elected Offices

Section 1.

The duties of the elected offices are:

- (a) Chapter Chair:
1. Shall preside over all official meetings of NSBE – SSU Chapter.
 2. Shall serve as representative of NSBE – SSU Chapter.
 3. Shall appoint members of all standing, and special committees, with advice and consent of the Chapter Executive Board, except where otherwise provided for in this document.
 4. Shall attend the Region III Regional Leadership Conference.
- (b) Chapter Vice-Chair:
1. Shall preside in the absence or the inability of the Chapter Chair.
 2. Shall develop programs of interest for NSBE – SSU Chapter meetings in cooperation with the Chapter Executive Board.
 3. Shall perform any activities, duties, and responsibilities designated by the Chapter Chair
 4. Shall oversee the activities of the five standing committees
 5. Shall attend the Region III Regional Leadership Conference.
- (c) Chapter Secretary:
1. Shall keep the chapter seal, fill out and countersign all certificates issued, and make proper entries in the books of NSBE – SSU Chapter.
 2. Shall serve all notices required by law or the Bylaws of NSBE – SSU Chapter and in case of absence, refusal or inability to act, the duties of the office may be performed by any person who the Chapter Executive Board may direct.
 3. Shall record accurately the minutes of the Chapter Executive Board meetings and make available the minutes to all members upon request.
 4. Shall require from the Chapter Executive Board, standing committees, and special committees of NSBE – SSU Chapter, a record of the activities of the said body.
 5. Shall attend the Region III Regional Leadership Conference.

- (d) Chapter Treasurer:
 - 1. Shall keep accounts and deposit organization funds of NSBE – SSU Chapter Treasury.
 - 2. Expenditures made for NSBE – SSU Chapter business shall be in a manner approved by the Chapter Executive Board.
 - 3. Shall maintain the membership roll and collect annual dues of the National Society of Black Engineers and chapter dues in a manner developed along with the Chapter Executive Board.
 - 4. Shall attend the Region III Regional Leadership Conference.
- (e) Chapter Programs Chair
 - 1. Shall be responsible for the development and implementation of chapter projects and programs.
 - 2. Shall contact the Regional Programs Chairperson monthly in order to develop uniform programs in keeping with the goals of the National Society of Black Engineers and the chapter.
- (f) Chapter Senator (2)
 - 1. Shall serve as a member of Region III Senate.
 - 2. Shall vote in a Chapter decisions.
 - 3. Shall speak on behalf of NSBE – SSU Chapter in Regional and National business.
 - 4. Shall vote at any time to amend the NSBE National Convention.
 - 5. Shall vote annually on the elected offices of Region III Executive Board.
 - 6. Shall vote annually on the elected offices of the NSBE National Executive Board.
 - 7. Shall attend the Region III Regional Leadership Conference.

Article IX – Meetings

Section 1.

All chapter meetings will be determined by the Chapter Executive Board.

Article X – Bylaws

Section 1.

The Bylaws of NSBE – SSU Chapter shall be amended by a two-thirds vote of the Chapter Executive Board.

Article XI – Amendments

Section 1.

Amendments to this Constitution may be proposed by:

- (a) A two-thirds vote of the Chapter Executive Board, or
- (b) A two-thirds vote of the Members of the chapter.

Section 2.

Proposed Amendments must be submitted in written form to the Chapter Executive Board to be reviewed. The proposal must be clearly stated and justified. The Chapter Parliamentarian shall classify the proposal as either chapter or executive, based on whom the proposal will be affecting.

Section 3. Ratification of Chapter Matters

Ratifications of any amendments to this Constitution, as they apply to the general body, shall be subject to a three-fourths affirmative vote of the Members present at the general body meeting.

Section 4. Ratification of Executive Matters

Ratifications of any amendments to this Constitution, as they apply to the executive board, shall be subject to a three-fourths affirmative vote of the Chapter Executive Board members present at the executive board meeting.

