

Constitution of The Research Club, UT Dallas

Article I. The name of the recognized organization shall be The Research Club which is a student organization of The University of Texas at Dallas.

Article II. Statement of Purpose:

Section 1. The Research Club promotes student research, scholarly and creative activities on the UT Dallas campus. The club serves as a clearinghouse for research-related information and promotes student professional development and dissemination of research at professional gatherings.

Article III. Organization Officers and Duties:

Section 1. The officers of this organization shall consist of 4 offices: President, Vice President, Treasurer, and Secretary. These are elected positions.

President:

It shall be the duty of the President to:

- Preside at meetings
- Vote only in case of a tie
- Represent the club
- Appoint committee chairpersons subject to the approval of the Executive Committee
- Serve as an ex-officio member of all committees except the nominating committee
- Perform such other duties as ordinarily pertain to this office

Vice-President

It shall be the duty of the Vice-President to:

- Preside in the absence of the President
- Serve as chairperson of the Program Committee

Secretary:

It shall be the duty of the Secretary to:

- Record the minutes of all meetings
- Keep a file of the club's records
- Maintain a current roster of membership
- Issue notices of meetings and conduct the general correspondence of the club

Treasurer:

It shall be the duty of the Treasurer to:

- Receive all funds and process Request for Payment, Deposit Slip, and Officer Signature Forms.
- Keep an itemized account of all receipts and expenditures and make reports as directed

Event Manager:

It shall be the duty of the Event Lead to:

- Development, production and delivery of projects from proposal right up to delivery.
- Delivering events on time, within budget, that meet (and hopefully exceed) expectations.
- Setting, communicating and maintaining timelines and priorities on every project
- Communicating, maintaining and developing client relationships

University Relations Lead:

It shall be the duty of the Event Lead to:

- Maintain relations with university student org center, and be compliant with its policies.
- Maintain relations with all the research faculty in UTD
- Plan session and invite the respective faculty member, coordinate with Event manager and organize the event.

BYLAWS OF THE RESEARCH CLUB

Bylaw I. Membership:

Section 1. Qualification of Members: It is the intent of the The Research Club to include all students in good standing with the University, with no regard to race, religion, national origin, age, gender, marital status, color, sexual orientation, veteran status, or disability.

Section 2. Membership is limited to UT Dallas students, faculty and staff only.

Bylaw II. Elections:

Section 1. Elections for officer positions as defined in Article III Section 1 are to be held on an annual basis per academic year. Elections will be held in the Spring Semester, and the term will run for the duration of the subsequent year. Non-officer positions will be filled on an annual basis in the same fashion as the officer positions. No member can hold more than one officer position, but non-officer positions are not limited.

Section 2. Vacancies in officer positions are to be handled by the appointment of a member as an acting officer for the interim. An emergency election will be held within 2 months of the vacancy, where a permanent replacement will be elected.

Section 3. Elections shall be decided by a simple majority of voting members at the meeting. A simple majority is defined as the greatest percentages of the votes at the meeting. In the case of a tie, a run-off election between the top two candidates should be held. In the case of only two candidates running for a given position, the president can cast the tie breaking vote. If the position in question is for president, the tie breaking vote will be cast by the vice president, or another member of the officer board.

Bylaw III. Quorum:

Section 1. A quorum of members shall be required at any given time to conduct official business. Official business is defined as voting, or allocation of club funds. A quorum is defined as at least 51% percent of the club's officers, or 25% of the club's officers and at least 10% of the club's active members.

Bylaw IV. Advisor:

Section 1. There shall be at least one faculty advisor always, however a secondary advisor is permitted.

Section 2. Advisors will be selected upon a volunteer basis. Advisors will be voluntarily removed when they are no longer interested in serving or able to serve as an advisor for the club. An advisor will be involuntarily removed only by a unanimous vote by all four officers. This vote can be held at any time.

Section 3. Duties and responsibilities of advisor(s) include serving as a mentor and consultant for officers and members of the The Research Club as well as supporting student research and presentation at UT Dallas.

Bylaw V. Committees:

Section 1. The officers of the The Research Club reserve the right to appoint members to committees as deemed necessary by the needs of the club.

Bylaw VI. Amendments:

Section 1. Amendments to this Constitution shall be made after a thorough discussion by officers and club members. A change shall be proposed at a meeting and then debated by all present membership. After debate, a majority vote of approval by those present at the meeting shall be required to approve any changes.

Section 2. A proposed amendment to the Constitution shall be submitted to the President and Secretary of the The Research Club at least two days prior to a scheduled monthly meeting. The President will address the proposed change and then open the meeting for debate. After debate, all present members will have the opportunity to approve, disapprove, or table the amendment until the next meeting. Amendments may only be tabled for one meeting and must be resolved at the meeting immediately following the debate.

Section 3. Amendments shall be adopted only when most voting members indicate support for the change. In the case of a tie, the President shall decide if the change or addition will be adopted.

Section 4. Parliamentary Procedure shall govern meetings of this organization within the requirements of this constitution and bylaws adopted by the membership of this organization.

Bylaw VI. Dues:

Section 1. Members shall pay no dues at this time.

