



UNIVERSITY of ROCHESTER
STUDENTS' ASSOCIATION
GOVERNMENT

National Society of Black Engineers

ARTICLE I - ESTABLISHMENT

We the students, faculty, and staff of the University of Rochester hereby establish The National Society of Black Engineers (NSBE) of the University of Rochester and enact this constitution for its governance. Failure to follow this constitution could result in penalties or revocation of Students' Association recognition of this organization.

ARTICLE II - MISSION STATEMENT

The mission 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. The purpose of this organization on campus is to help increase the retention rate of minority engineers in the Hajim School through mentorship, workshops and various networking opportunities.

ARTICLE III - MEMBERSHIP

SECTION ONE - MEMBERSHIP

- A. Eligibility - All Students' Association (SA) members shall be eligible for membership. An SA Member is a University of Rochester undergraduate of the College who has paid their SA activities fee. All members and associate members shall be listed on the organization's Campus Community Connection site. Membership is automatically renewed yearly unless the member graduates, requests to cancel their membership, or fails to meet membership requirements.
- B. Definition of active member - A member must show up to at least half of the events and go to one study hall a month.
- C. Definition of associate member - All University of Rochester faculty, staff, graduate students and Eastman students shall be eligible for associate membership but not eligible to hold an officer position. Graduate students, faculty, and staff are not eligible to perform, compete, nor travel as part of a college student organization.

ARTICLE IV - MEETINGS AND VOTING

SECTION ONE - QUORUM

- A. A meeting shall be valid if a quorum is present. Quorum is defined as $\frac{3}{4}$ or more of the active membership plus at least one officer.

SECTION TWO - VOTING

- A. Voting on any issue shall be official only if the meeting is valid.
- B. All members shall have equal voting power.
- C. Procedure – All decisions shall be arrived at by simple majority using a hand vote unless otherwise specified by the presiding officer. The President shall only vote to break a tie.

ARTICLE V - OFFICERS AND QUALIFICATIONS

SECTION ONE - OFFICER POSITIONS

- A. All officer positions require at least one semester of active membership to qualify to hold the position unless no one else is qualified. The President and Vice President must have at least one year active on the Executive Board unless no one else is qualified.
 - a. President
 - b. Vice President
 - c. Secretary
 - d. Business Manager
 - e. Senators (2)
 - f. First-Year Representative (2)
 - g. Senior Advisor
 - h. Fundraising Chair
 - i. Academic Excellence Chair
 - j. Alumni Relations Chair
 - k. Publicity Chair
 - l. Convention Planner
 - m. Technical OutReach and Community Help (T.O.R.C.H.) Chair

SECTION TWO - DUTIES OF OFFICERS

- A. All officers shall be members of the Students' Association.
- B. All officers shall promote active recruitment of new members.
- C. All officers shall enforce this constitution.
- D. All officers shall be responsible for knowing the sections of the Students' Association constitution and bylaws that apply to this organization.
- E. The **President** shall preside over the meetings and shall maintain organization within the club, communicate with other officers and delegate duties to maintain a functioning club that fulfills the purposes set forth above.
- F. The **Vice President** shall preside in the absence or inability of the President, perform such other duties as may be assigned to him/her by the President, and if the office of the President becomes vacant for any reason during his/her elected term, the Vice President shall become the President until the President is able to return to

- his/her position or the term expires; thereby, creating a vacancy of Vice President.
- G. The **Business Manager** shall be responsible for maintaining all finances and keeping detailed records of all transactions. The Business Manager will also be responsible for maintaining all finances and keeping detailed records of all transactions., as well as undergoing the mandatory training required to assume the role.
 - H. The **Secretary** shall take roll calls at all meetings, tally votes, keep an accurate list of organization members and take and maintain meeting minutes. The secretary will also be responsible for the handling of room reservations, providing timely email notifications and managing communication for the organization.
 - I. The **Senator(s)** shall ensure that Constitutional procedure is observed and executed properly, serve as an advocate for the Chapter at the university and NSBE as a national organization, vote on National ballots and attend any official meetings where the organization's presence is desired, by request of the President.
 - J. The **First-Year Representatives** shall be responsible for advertising directly to the incoming freshmen, as well as NSBE Jr., and serve as the underclassman liaison. They will host at least 2 general interest meetings or workshops for the academic year. The First-Year Representatives will also shadow various positions on the Executive Board and assist in other capacities as needed by the President and/or Executive Board.
 - K. The **Senior Advisor** shall be responsible for advising the President on all organizational matters and assist in performing any other duties desired by the President. They must be a former member, who served on the Executive Board for at least a semester and have knowledge as a mentor in different matters that pertain to NSBE. The Senior Advisor will be selected by the new Executive Board following spring elections.
 - L. The **Fundraising Chair** shall present and lead in the execution of a minimum 2 or more fundraising opportunities, and shall assist in other capacities as needed by the President and/or Executive Board.
 - M. The **Academic Excellence Chair** shall be responsible for assisting the membership in reaching their academic & professional goals through hosting workshops, providing study materials, promoting NSBE resources etc. Since they are known for excellent study skills, they will be the point person for all academic advice, and assist in other capacities as needed by the President and/or Executive Board. This chairperson should be a matriculated student, at least at the sophomore level with a minimum 3.0 GPA.
 - N. The **Alumni Relations Chair** shall be the liaison for the organization with the Alumni Office, shall inform the Executive Board and general membership of all resources offered by alumni, and shall assist in other capacities as needed by the President and/or Executive Board.
 - O. The **Publicity Chair** shall be responsible for facilitating all publicity for events hosted by the organization which includes creating a marketing plan, flyers, maintaining a social media presence and any other promotional necessities.
 - P. The **Convention Planner** shall foster positive relationships with all corporations and businesses involved in the securing of convention related necessities, such as housing and transportation for the annual National Convention, and shall assist in

other capacities as needed by the President and/or Executive Board. The Convention Planner will also be responsible for overseeing the budget for NSBE Conventions.

- Q. The **T.O.R.C.H. Chair** shall be responsible for fostering positive relationships between the University of Rochester National Society of Black Engineers Chapter and the Rochester community, and host community engagement themed activities and/or workshops.

SECTION THREE - NOMINATIONS AND ELECTIONS

- A. **Nomination and Elections Procedure:** A member may nominate him or herself. The nominee must present a platform and at the end of campaigning a balloted vote will take place amongst the members. A vetting process consisting of:
- a. A member may nominate him or herself.
 - b. Only persons that have been on the NSBE executive board for at least one year may run for the positions of President and Vice President.
 - c. A mandatory informational meeting shall occur for interested candidates.
 - d. Only persons that have participated (attended 3 GMMs) in NSBE for at least one academic year should be eligible to run, excluding First-Year Representatives.
 - e. If the majority of votes for a candidate are "no confidence" the candidate will not be eligible to assume that position.
 - f. Members on the executive board should have a voting power of 1.5.
 - g. Senators monitor the ballot.
- B. **Term of Office** - A term will last two semesters, unless impeached or resigned.
- C. **Timing of Elections** - Elections will be held 3 weeks after the national convention or 2 weeks before the end of the semester. Whichever one comes first.

SECTION FOUR - VACANCIES, RESIGNATIONS, AND REMOVALS

- A. At the first valid meeting following a vacancy of an office, the position is to be filled by the same manner described in *Article V, Section Three*.
- B. A vote of no confidence is a vote to remove an officer. Such a vote shall require a $\frac{2}{3}$ majority of the entire active membership to pass. Any member of the organization may call for a vote of no confidence.
- C. If a vote of no confidence on any officer is to take place, they must be notified one week in advance.
- D. An office shall be declared vacant as the result of a vote of no confidence.

ARTICLE VI - RESOURCES

SECTION ONE - RESOURCES

- A. The National Society of Black Engineers of the University of Rochester will abide by their Resource Agreement.

ARTICLE VII - HAZING POLICY

Hazing, defined as the harassment of one individual by another individual or organization, is not permitted by the National Society of Black Engineers. Behavior prohibited under this rule includes

actions threatening substantial risk of physical or mental injury; actions exposing the individual to distressing, repulsive, or alarming situations or sensations; forced consumption of alcohol or drugs; actions in the form of social pressure which might cause harm to an individual.

ARTICLE VIII - NONDISCRIMINATION POLICY

The National Society of Black Engineers abides by the nondiscrimination policy of the University of Rochester.



Signature of Confirmation

Zaynab Dantsoho

President, National Society of Black Engineers

04/07/23

Date



Signature of Approval

Evan Ji

Chair, Student Organization Administration & Review Committee

4/10/2023

Date