

Valparaiso University Storm Intercept Team Constitution

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ARTICLE I: NAME

This organization shall be known as the Valparaiso University Storm Intercept Team (VUSIT).

ARTICLE II: PURPOSE

Section 1: The objectives of this organization shall be: (1) to engage in severe storm interception activities for the enrichment and enjoyment of its members; (2) participate in severe storm spotting as a service to the University and community; and (3) to participate in related social activities.

Section 2: VUSIT shall be organized and operated exclusively for nonprofit purposes, and no part of its earnings shall inure to the benefit of any member.

ARTICLE III: MEMBERSHIP

Section 1: Membership in VUSIT shall be open to any member of the University community, on the basis of individual merit, free from discrimination because of race, national origin, or disability, with an interest in and commitment to the objectives of the organization. Annual dues may be required for active membership.

Section 2: All members of the organization must be registered with the Secretary & Treasurer and have paid any annual membership dues before being considered active members.

Section 3: Members of the organization who are delinquent in paying any required membership dues shall have all membership privileges revoked. Written appeals may be filed by members to the Executive Board, which shall rule on the appeal at their next meeting.

Section 4: Priority for storm intercept operations shall be determined by the policies set forth by the Operations Committee.

ARTICLE IV: OFFICERS

Section 1: The elected officers shall consist of the Director, the Deputy Director, the Secretary, and the Treasurer/Webmaster. A faculty member shall serve in an advisory status. The four elected officers shall comprise the Executive Board. Elected officers must have completed one full year of studies at Valparaiso University and have maintained satisfactory academic standing as determined by the faculty advisor.

Section 2: The officers shall be elected at the inaugural meeting of the organization, and at the final regular meeting of each academic year thereafter. All officers shall be elected to serve a term of one academic year. No member shall serve more than two (2) years in the same office.

Section 3: Officers may be impeached and removed from office for misconduct, academic deficiency (as determined by the faculty advisor) or neglect of duty.

Section 4: If an office, other than Director, becomes vacant, it shall be filled for the remainder of the term by Director's appointment after Executive Board confirmation.

Section 5: If the office of Director becomes vacant, the Deputy Director shall act as interim Director until a special election is held. The Deputy Director shall be eligible to stand as a candidate for Director (unless the Deputy Director has already served two terms as Director) and should that member be elected as Director, the office of Deputy Director shall become vacant.

ARTICLE V: COMMITTEES

Section 1: There will be two (2) standing committees: Activities and Operations. The Secretary & Treasurer/Webmaster shall chair the Activities Committee, and the Deputy Director shall chair the Operations Committee.

Section 2: Additional standing and ad-hoc committees may be created by the membership as needed. The chairs of such committees shall be selected by the Director and confirmed by the Executive Board.

Section 3: All additional committee members shall be appointed by the chairs of the aforementioned committees.

Section 4: All committees shall be responsible for preparing regular reports for the Executive Board and the membership. These reports shall be presented at meetings by the chair of each committee or by a substitute if the chair is absent.

Section 5: The Activities Committee shall be responsible for the recruitment, planning and publicizing of fund raising and other activities; maintaining an up-to-date membership list; and creating annual reports for the Director consisting of, but not limited to, number of members, number of new members, agendas at each meeting, financial statement and outlook for the future.

Section 6: The Operations Committee shall be responsible for the planning, coordination, and execution of storm intercept activities, and shall establish and revise the policies for such activities.

ARTICLE VI: MEETINGS

Section 1: Regular meetings shall take place approximate monthly at a designated site and time assigned by the Director. At least one officer must be presented at each meeting.

Section 2: Special meetings of the membership may be called by the Director, the Executive Board, or at the written request of at least five (5) members to the Executive Board. At least one officer must be present at each special meeting. Such meetings shall be held within two weeks after being called. The locations, dates, and times of special meetings shall be set by the Director.

Section 3: At least one-half (.5) of the membership shall compose a quorum for all meetings, except for Impeachment Proceedings where at least two-thirds of the membership shall compose a quorum.

Section 4: The Director shall normally serve as Chair for all regular and special meetings. In cases where the Director is absent, the designation of Acting Chair shall go to the highest ranking officer who is present, starting with the Deputy Director, then the Secretary, then the Treasurer/Webmaster. The Chair shall be responsible for submitting an agenda at the beginning of a meeting for approval.

Section 5: Announcements, including the locations, dates, times, and tentative agendas of upcoming meetings, and the minutes of previous meetings, shall be sent to all members by the Secretary.

Section 6: All organization meetings, with the exception of Impeachment Proceedings, shall be open to the public.

Section 7: For all regular, special, and Executive Board meetings, the rules contained in "Roberts' Rules of Order, Revised Edition" shall govern in all cases to which they are applicable, and in which they are not inconsistent with the Constitution.

ARTICLE VII: FINANCES

Section 1: Annual membership dues (if any) shall be set by the Executive Board and collected by the Treasurer/Webmaster. Payment of dues shall entitle a member to be listed on the Active Membership List until the next annual deadline for payment of dues.

Section 2: Any membership dues must be paid by the end of the third regular meeting of the academic year. Members who do not pay their dues by the deadline shall have all membership privileges revoked.

Section 3: All expenditure requests shall be presented by the parties involved directly to the Executive Board.

Section 4: Expenditure requests up to thirty dollars (\$30.00) shall be approved or denied, subject to an annual cap of one hundred dollars (\$100.00). The membership shall be informed of all expenditure decisions by the Executive Board at the next regular meeting.

Section 5: Expenditure requests exceeding thirty dollars (\$30.00) shall be forwarded to the membership by the Executive Board for consideration. A simple majority of a quorum shall be required to authorize such expenditure.

ARTICLE VIII: ELECTIONS

Section 1: Regular officer elections shall occur annually at the last regular meeting of the academic year.

Section 2: All nominations for officer positions shall be open at the last regular meeting prior to an election and closed five (5) days prior to the election. Any member is eligible to serve as an elected officer subject to Article IV, Section I.

Section 3: All members of the organization shall be eligible to vote.

Section 4: All voting shall be closed ballot, and no member may vote by proxy.

Section 5: A candidate must receive a majority of the votes cast to win office. In cases where there are ties or no candidate receives a majority, runoff elections shall be held.

Section 6: A majority vote of the membership shall be sufficient to overrule any decision made by the Executive Board.

ARTICLE IX: IMPEACHMENT OF OFFICERS

Section 1: All impeachment charges against an officer must be presented in writing to the Executive Board by at least one-third of the membership. Upon receipt of the charges, the Executive Board shall set an Impeachment Proceeding within the following two weeks. The officer being charged shall be temporarily relieved

of duties pending the Impeachment Proceeding. If the impeached officer is the Director, the Deputy Director shall act as interim Director until the Impeachment Proceeding; otherwise, the Executive Board shall collectively perform the duties of the impeached officer.

Section 2: At the Impeachment Proceeding, a non-Executive Board member shall be elected as ombudsman by a majority of a quorum for the duration of the Impeachment Proceeding. The ombudsman shall chair the Impeachment Proceeding in an impartial manner and shall only vote when debate is concluded and the charges are brought up for a final vote.

Section 3: A scribe shall be elected by a majority of a quorum for the duration of the Impeachment Proceeding. The scribe shall be responsible for recording any votes during the Impeachment Proceeding. The Secretary shall be eligible to serve as scribe if not being impeached.

Section 4: If the charges are sustained by at least two-thirds of the membership, the officer shall be removed from office.

Section 5: Upon the completion of the final vote on the charges, the Impeachment Proceeding shall be adjourned, and if the charges are not sustained, the impeached officer shall immediately be reinstated to office.

ARTICLE X: DUTIES OF OFFICE

Section 1: The Director shall be responsible for the efficient operation of the organization; shall chair all regular and Executive Board meetings, except for Impeachment Proceedings; call for and set the locations, dates and times of Executive Board meetings; have the authority to call for special meetings of the membership; submit an agenda for regular and Executive Board meetings for approval; nominate chairs to committees; nominate replacements in vacant offices; express the official views of the organization.

Section 2: The Deputy Director shall serve as vice-chair of the Executive Board and serve as acting chair in the absence of the Director; chair the Operations Committee; become interim Director if the Director is impeached, pending an Impeachment Proceeding or if that office becomes vacant; assist the Director and perform tasks as assigned by the Director.

Section 3: The Secretary shall take attendance at and record the proceedings of all regular and Executive Board meetings; co-chair the Activities/Fundraising Committee with the Treasurer; publish records of meetings for the membership; inform the membership of all upcoming activities; keep membership status; record all votes at regular and Executive Board meetings, except for Impeachment Proceedings; file an annual report of organization activities; and serve on the Executive Board.

Section 4: The Treasurer/Webmaster shall keep account of all organization funds; collect and record dues; balance financial records with those of all financial institutions that are involved with organization finances; co-chair the Activities/Fundraising Committee with the Secretary; monitor equipment purchases; assist in writing funding proposals; advise the Executive Board on setting annual dues; file an annual report of fundraising and purchasing activities; and serve on Executive Board. In addition, this position will include the duty of keeping the website on the Valpo.edu domain active, current, and updated with the most

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current information possible. The Treasurer/Webmaster is responsible for posting everything necessary to the web.

ARTICLE XI: EXECUTIVE BOARD

Section 1: The Executive Board shall approve, deny, or refer to the membership all expenditure requests for up to thirty dollars (\$30), subject to an annual cap of one hundred dollars (\$100); forward all expenditure requests for over thirty dollars (\$30) to the membership; set any annual membership dues; have the authority to call special meetings; and decide on appeals from members removed from active membership.

Section 2: Any decision made by the Executive Board may be overruled by a majority vote of the membership.

ARTICLE XII: AMENDMENTS

All proposed amendments to the Constitution shall be submitted in writing to the membership for debate. After debate on the amendment, the membership shall vote on each proposal separately. A vote of approval by at least two-thirds of the membership shall be necessary for passage of an amendment. The Director shall be responsible for adding all approved amendments to the current copy of the Constitution.

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