

The By-laws of the Texas A&M University ACM SIGGRAPH Student Chapter

Preamble

We, the members of the Texas A&M University Student Chapter of the Special Interest Group on Graphics and Interactive Techniques (TAMU SIGGRAPH, or “the Chapter”), in order to support activities complementary to computer graphics, digital arts and other related interests while upholding the standards set by Texas A&M University, The Department of Visualization at Texas A&M University, and ACM SIGGRAPH, do fully ordain and establish these Bylaws for the Texas A&M University Student Chapter of the Special Interest Group on Graphics and Interactive Techniques (TAMU SIGGRAPH).

Purpose

The purpose of the TAMU SIGGRAPH student chapter is to promote an increased knowledge of and greater interest in the educational, artistic, and scientific aspects and applications of modern computing in computer graphics, and provide a means of communication between persons having an interest in computer graphics and/or digital arts. The Activities of the Chapter will include, but are not limited to, sponsoring general membership meetings and site visits, sponsoring conferences, symposia and workshops, collecting and disseminating information through a newsletter, web site, mailed announcements and electronic mail, and serve as a source of information for its members, the ACM SIGGRAPH Chapters, other ACM SIGGRAPH and ACM units and the general public.*

*Statement of Purpose as defined by ACM SIGGRAPH

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Official Bylaws of the TAMU SIGGRAPH Student Chapter

I. The Chapter

- a. The power to supervise and control the business, property, affairs, and governance of the Chapter will be vested in the Membership and Board of Directors (“the Board”).
- b. The Membership
 - i. Each Member will be an enrolled student of Texas A&M University.
 - ii. The Membership will be free from discrimination based on race, religion, color, sex, age, economic background or status, national origin or ancestry, marital status, parental status, sexual orientation, disability, or status as a veteran.
 - iii. The Membership will determine the qualifications of its Members and any classes thereof.
 - iv. Each Member will pay semester dues as determined by the Membership and will receive the full benefits of the Chapter.
 - v. Any Member may be admonished, suspended, or expelled from the Chapter, by resolution, if the member has failed to pay his or her semester dues for thirty days after such dues have become due, demonstrated a lack of integrity or unethical behavior, failed to uphold the rules and standards of either Texas A&M University or the Chapter, or upon the affirmative vote of at least three fourths of the Members.
- c. The Board of Directors
 - i. The Board of Directors will be composed of the President, the Vice President, the Secretary, the Treasurer, the Chairpersons of the Standing Committees, and the Faculty Advisor of the Chapter, and each Director will have one vote.
 - ii. The Term of the Board will be coincident with that of its elected Members.
 - iii. A Member may become a part of the Board of Directors as long as he or she is a Member in Good Standing for at least one Semester (hereby referred to as Core Members).

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- iv. The Board will have the power, by and with the advice and consent of two-thirds of the Membership present, to name and appoint the Faculty Advisors, whose term will be for Life.
 - v. The Board will have the authority to conduct the affairs of the Chapter when the Membership is not in meeting. It will receive complaints and protests and remedy them. It will have the Authority of the Membership, but will not have the authority to amend nor repeal these Bylaws, nor elect nor remove any Officer or Member, nor unilaterally authorize the voluntary dissolution of the Chapter. The Vice President, by virtue of office, will be President of the Board of Directors, but may not vote except to break a tie.
- d. Elections, Meetings, and Other Activities
- i. The Board and the Membership will determine the times and frequencies of their meetings and elections, and a majority of each Body's Members will constitute a Quorum for doing business. However, the Chapter must meet at least twice during a semester--once to pass a budget and once for elections. A smaller number may adjourn meetings, and may be authorized to compel the attendance of absent members in an appropriate manner and under such penalties as each Body may provide.
 - ii. Special meetings of the Membership may be called by the President or upon the request of a tenth of the members, while special meetings of the Board may be called by the Vice President or at the request of one Director. Members and Directors will receive not less than three days prior notice of special meetings, and such meetings will be called for a specific purpose or purposes, which will also be given in the notice.
- e. Rules, Journals, and Adjournment
- i. The the Chapter may determine the rules of its proceedings, punish its Members for disorderly behavior, and, with the agreement of two thirds of the Membership, expel a Member, either temporarily or permanently.

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- ii. Each Body will keep a Journal of its meetings, and such will be kept in the custody of the Secretary. The Journals may periodically be published, except parts that may require confidentiality. Additionally, the votes of the members of either Body on any Motion or Resolution will, at the desire of one fifth of those present, or in the case of the Board, two Directors, be recorded in their respective Journals. With the approval of the Presiding Officer in each Body, the Minutes within each Journal will be certified as valid and the Presiding Officer of each Body and the Secretary will sign and date them.
- f. Revenue Resolutions, Policy-making Process, and Presidential Reconsideration
 - i. All resolutions for raising Revenue (Fundraising) will originate in the Membership; but the Board may propose or concur with Amendments as on other Resolutions.
 - ii. Every Resolution which passes the Membership and the Board, will, before it becomes adopted, be presented to the President of the Chapter. If he or she approves, then the President will sign it before the end of the semester. However, he or she may, before his or her term expires, request, with a Letter of his or her Objections, the originating Body to reconsider it, either in whole or in part; the originating Body will enter the Objections in its Journal, and proceed to reconsider it. If after such Reconsideration that Body finds nothing objectionable, it will be passed, together with the Letter of the President's Objections, to the other Body, which will also reconsider it, and if that Body finds nothing objectionable, then the President must sign the Resolution and it will be adopted. The President's request may not be refused.
 - iii. In all cases the votes of both Bodies will be determined by Ayes and Noes, and the Passage or Rejection of each Resolution will be entered in the Journal of each Body respectively. However, the elections for Officers will be conducted by secret ballot, and the results of such Elections will be entered into the Membership's Journal.
- g. Powers of the Chapter

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- i. The Chapter will have the powers to lay and collect Dues from its Members;
 - ii. To pay its Debts;
 - iii. To borrow money on the credit of the Chapter;
 - iv. To establish uniform Rules for becoming a Member;
 - v. To appropriate funds from the Treasury;
 - vi. To create all Offices necessary and proper for the execution of its Purpose and Mission;
 - vii. To form Standing and Select (Temporary) Committees of Members--each consisting of at least a Chairperson, all Members appointed by the President--which will be charged with whatever powers and duties as the Chapter will vest. They will advise the Chapter, and deliver recommendations, and may, from time to time, deliver reports as the Chapter may require. The term for all committee members will be a Term of one Semester unless the Committee is sooner dissolved or otherwise defined to have a shorter term; and,
 - viii. The Chapter, in general, will have the power to create all policies and rules necessary and proper for the execution of its Purpose and the Powers granted by these Bylaws.
- h. Limits on the Chapter
- i. The Chapter will hold meetings only in places that are open and accessible to all of its Members.
 - ii. No money will be drawn from the Treasury if it has not been budgeted.
 - iii. A regular Report of the Receipts and Expenditures of the Treasury will be published from time to time.
 - iv. These Bylaws will neither supersede nor abrogate any of the policies, provisions, ordinances, or statutes of Texas A&M University, or of the State of Texas, or of these United States of America.

II. The Officers

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All Officers of the Chapter will be duly elected by a plurality of the Membership during the semester election meetings which will occur on the third weekly meeting of April. They will take office on the first meeting of the new school year and will serve for two Terms.

a. The President

- i. The President will be the Chief Executive and Spokesperson of the Chapter, and Presiding Officer of the Membership, and will preside over its Meetings and other Activities, but may not vote except to break a tie. He or she will be charged with maintaining order and decorum, recognizing members to speak, and interpreting the Chapter's rules, practices and precedents. He or she may provide Direction and Guidance to the Officers of the Chapter in the Execution of Their Trusts, and may provide the same to the Chapter's Committees and its Chairpersons. The Vice President of the Chapter will be the Presiding Officer in the absence of the President. The President and Vice President will be elected together.
- ii. The President will have the power, by and with the advice and consent of the Board of Directors, to finalize agreements and to authorized the Treasurer to open accounts on the Chapter's behalf, provided two-thirds of the Board of Directors agree. In addition, he or she will be able to nominate, and, with the advice and consent of two-thirds of the Directors present, appoint Committees and any other Offices the Chapter may deem necessary.
- iii. Vacancies for Office which occur during the Semester will be filled by special appointment by the President until the next time the Chapter meets formally. At that time, the specially-appointed Officer may serve the remainder of the term if a majority of Membership present agree.
- iv. The President will periodically report on the State of the Chapter and recommend to its consideration whatever measures as he or she will deem beneficial to the Chapter, its Purpose and its Members.

b. The Secretary

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- i. The Secretary will be the Chapter's chief record keeper and advisor on the interpretation of its Rules, Policies, Procedures, and these Bylaws. He or she will be charged with the custody and maintenance of these Bylaws and the keeping the Journals of the Membership and Board of Directors. He or she will see that all notices are duly given in accordance with the provisions of these Bylaws, ensure the keeping of the Chapter's Records, submit the Chapter's Activity Report and Officer Contact Information to the Department of Student Activities and notify the same of any changes in the Officers of the Chapter, and in general perform all duties incident to the Office of the Secretary and whatever other duties the Chapter may assign.
- c. The Treasurer
 - i. The Treasurer will have the responsibility of and oversight over the fiscal administration of the Chapter. The Treasurer will ensure the proper receipt and deliverance of receipts for monies due and payable to the Chapter and deposit all such monies in the name of the Chapter in appropriate banks. The Treasurer will deliver a regular Report on the revenue, deposits, withdrawals, and expenditures of the funds of the Chapter, and will, from time to time, publish it, and submit it to the Department of Student Activities. The Treasurer will, in general, perform all the duties incident to the Office of the Treasurer and whatever other duties the Chapter may assign.
- d. The Faculty Advisor
 - i. The Faculty Advisor will be the Student Chapter Sponsor and the Chapter's Chief Advisor. He or she will advise the Chapter and its Committees of Members. The Faculty Advisor will be a member of the faculty or full-time staff of Texas A&M University.
 - ii. The Faculty Advisor will be generally responsible for the activities of the Chapter. He or she will provide continuity from year to year as student leadership and personnel change, promote good student-faculty relationships, and maintain

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university standards in all activities of the Chapter. He or she may reserve the right to exercise financial supervision, if necessary, by promoting the prompt payment of bills and collection of dues, oversee the settlement of all accounts in the event of dissolution of the Chapter, and represent the Chapter's interests to the faculty and administration. The Faculty Advisor will be, in general, responsible for the maintenance of the Chapter and will perform all the duties incident to the Office of the Faculty Advisor and whatever other duties the Chapter may assign.

- iii. The Faculty Advisor can appoint, at his discretion, a Deputy Faculty Advisor.
 1. The Deputy Faculty Advisor will assist the Faculty Advisor in his or her duties, and may fulfill additional responsibilities if the Faculty Advisor so assigns, but none that conflict with the duties or responsibilities of any other Officer. In addition, the Deputy Faculty Advisor will fulfill the duties and responsibilities of the Faculty Advisor if he or she is unable to execute them, and will succeed him or her if a vacancy in the Office of the Faculty Advisor should occur.
- e. Any Officer may resign at any time by giving written notice to the President. Such resignation will take effect at the time specified in the notice, or if no time is specified, then immediately.
- f. All Members of Committees appointed by the President serve at his or her pleasure and may be dismissed, with or without cause, by the President. In addition, any Officer may be removed from such office, with or without cause, by a majority vote of the Membership.
- g. No Member, while occupying or seeking an office in another organization, will be allowed to hold or seek an office within the TAMU SIGGRAPH. Members seeking an Office or other Appointment must be TAMU students, have the minimum GPA required by Texas A&M University Student Rules, not be on academic or disciplinary probation and must be Core Members for at least one full semester.

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III. Executive Succession

- a. If at any time a vacancy should occur in the Office of the President, then the Vice President will become the President.
- b. Whenever there is a vacancy in the office of the Vice President, the President will nominate a Vice President who will take office upon confirmation by a majority vote of the Board of Directors.

IV. Registration and Recognition

- a. The chapter will adhere to the rules defined by Texas A&M University in order maintain recognition with the University as an registered student organization. These rules must be obtained from the Department of Student Activities.
- b. The chapter will adhere to the rules defined by ACM SIGGRAPH in order to maintain recognition as a registered student chapter of ACM SIGGRAPH and perform all duties as specified by the national organization.

V. Amendments

- a. When it will deem necessary, the Chapter will propose Articles of Amendment to these Bylaws, and will call a Special Meeting for proposing Amendments, which will be valid as part of these Bylaws when ratified by three fourths of the Membership and Board of Directors.
- b. A copy of all Articles of Amendment will be submitted to the Student Activities Office.

VI. Ratification

The ratification by two thirds of both the Membership and Board of Directors will be sufficient for the establishment of these Bylaws for the Texas A&M University Student Chapter of the Special Interest Group on Graphics and Interactive Techniques (SIGGRAPH).

VII. Dissolution and Nullification

- a. These Bylaws will be considered null and void upon the adoption and ratification of new Bylaws, or upon the dissolution of the Chapter.
- b. The Chapter will be considered dissolved upon the affirmative agreement of four fifths of the Membership.

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Amendments to the Bylaws

VIII. Additional officer positions

a. Industry Relations Officer

- i. The duties of the Public Relations Officer are to be in charge of contacting and finding guest speakers, contacting companies for site visits, and creating publicity for the organizations.

b. Webmaster

- i. The duties of the webmaster are to maintain and/or amend the website for the Chapter, keep members updated and informed via email listserve, and post online articles regarding the current affairs of the Chapter as well as ACM SIGGRAPH for the membership community.
- ii. The website will be set up through ACM SIGGRAPH in the space allocated for the TAMU SIGGRAPH student chapter. The webmaster must contact the ACM SIGGRAPH Director for Chapters in order to set this up. If the website is already established, the webmaster must maintain the existing website.

c. Advertising Officer

- i. Advertisement for the Chapter includes, but is not limited to, the creation and distribution of flyers, posters, handouts, and other promotional materials. Posted advertisements must follow the guidelines specified by Texas A&M University.

IX. Visual Identity

a. Insignia for TAMU SIGGRAPH

- i. A change to the Chapter insignia may be voted on by the members of the Chapter and accepted by majority vote. Designs can be created and submitted by any member of the Chapter. United States trademark and copyright laws must be followed.

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- ii. The insignia will be used on all flyers, handouts, posters, and other promotional materials and will establish a visual identity for the Chapter.
- iii. The Chapter insignia will be a separate identity from both ACM SIGGRAPH and Texas A&M University and is only used to identify the TAMU SIGGRAPH student chapter.