Constitution of the American Indian Science and Engineering Society (Revised April 2013)
A registered student organization at the University of Oklahoma

ARTICLE I – NAME, PURPOSE, AND NON-DISCRIMINATION POLICY

Section 1 – Name
The name of this corporation is American Indian Science and Engineering Society, hereafter referred to as Society.

Section 2 – Purpose
The Society is organized exclusively for charitable and educational purposes as defined under Section 501 c (3) of the Internal Revenue Code of 1954 (or the corresponding provisions of any future United States Internal Revenue Law) including, but not limited to:

A. Providing an organization for American Indian engineers and scientists, which will promote unity and cooperation and will provide a basis from which efforts may be made toward the advancement of the American Indian people, including substantially increasing the number of engineers, scientists, and technologists of American Indian descent.

B. Providing better communication among American Indian science and engineering students, and between the students, the American Indian people and the general public.

C. Providing a basis for the development of professionalism among the American Indian science and engineering students and members of the Society.

D. Providing assistance to American Indian science and engineering student, but not limited to:
   1. Financial assistance during the academic year and summer.
   2. Education opportunities, such as curriculum development, research, publication, career counseling, and distribution of educational materials.

E. Providing a forum for the exploration of scientific and engineering problems relating to the American Indian people and their lands.

F. Promoting the interest of American Indians to pursue careers as engineers, scientists, and technologists.

G. Participating in any grant, program, benefits, or services available under any federal, state, or local law from any other person, organization, or agency.

H. The establishment of cooperative efforts with other engineering and scientific organizations that are concerned with the under representation of minorities in such related fields.
Section 3 – Non-Discriminatory Policy
Membership in, association with, and benefits emanating from this student organizations and its related activities shall be based upon such considerations as performance, educational achievement, and other criteria related to the goals of this organization and purposes of its activities. Judgments in this regard based solely on an individual’s race, color, religion, national origin, age, gender, sexual orientation, disability, veteran status, marital status, or political belief are not judgments based on such considerations. Further, the purpose of this organization shall be consistent with public policy as established by prevailing University Community standards.

Section 4 – Compliance Clause
“The American Indian Science and Engineering Society is subject to all Local, State, and Federal Laws.”

ARTICLE II – MEMBERSHIP AND QUALIFICATIONS

Section 1 – Membership
Any currently enrolled student, undergraduate or graduate, of the University of Oklahoma who shows interest in any of the fields mentioned, sciences or engineering, and American Indian values may become full members. Members of the University community (faculty, staff, and spouses) are allowed to become associate members as determined by the Society's elected officers. The Society cannot permit any kind of honorary membership as set forth by the Student Code of the University of Oklahoma.

Section 2 – Qualifications
All members’ qualifications are listed, but not limited to:
A. Currently enrolled student at the University of Oklahoma – Norman campus.
B. Current membership with National Society is the responsibility of the individual member, and is required for attendance with the Society at National Conference.

ARTICLE III – ORGANIZATION LEADERSHIP: TITLES, TERMS OF OFFICE, TYPE OF SELECTION AND DUTIES OF LEADERS

Section 1 – Titles
The following titles that are used within this Society are included, but not limited to:
A. President
B. Vice President
C. Secretary
D. Treasurer
E. Public Relations
F. Historian
G. AISES Gives Back Chair
H. Community Outreach Chair
I. University Affairs Chair
Section 2 – Terms of Office
The terms of the titles (as listed above) are voted by the Society’s membership within the Spring semester of the academic year. The elected officer is required to hold the position for one academic year, unless otherwise stated. The student officers must be current students at the University of Oklahoma with a minimum GPA of 2.0, and if a student ceases to be an OU student, or falls below the GPA requirement, then he/she must relinquish his/her officer position and the current officers will nominate a replacement.

Section 3 – Type of Selection
The Society uses the process of choosing new officers by election and those wanting an officer position are nominated by their fellow members or by ones self, then second by another member. Those individuals seeking a position must gain a majority vote of the Society’s members present during the Election meeting through a show of hands. In case of a tie, the “potential officers” must leave the meeting and the remaining members of the Society must vote on a secret ballot. The results of the ballots are then read aloud by an appointed member of the Society.

Section 4 – Duties of Leaders
A. President: The duties of the president are as included, but not limited to:
   1. Determine meeting dates
   2. Supervise any event at which our Society will be a part of
   3. Bring up topics of discussion
   4. Determine what the Society’s next event will be
   5. Make sure all of the other positions are doing what is expected of them
   6. Keeping in contact with corporations that can help further the advancement of the Society
B. Vice President: The duties of the vice president are as included, but not limited to:
   1. Taking over presidential duties if the president cannot be available for any reason.
   2. Planning National Conference
   3. Planning Regional Conference
C. Secretary: The duties of the secretary are as included, but not limited to:
   1. Maintains a complete and accurate record of all meetings of the Society
   2. Keeping a record of corporate, student and faculty/staff contact info
   3. Publicizing any info from other student organizations to the Society
D. Treasurer: The duties of the treasurer are as included, but not limited to:
   1. Keeps and maintains a complete account for all monies, credits or deposits that go through all accounts held by the Society.
   2. Files and cares for all money received and disbursed
   3. Responsible for corporate funding disbursement
   4. Creating a yearly budget
E. Public Relations: The duties of the public relation position are as included, but not limited to:
   1. Creates a list of members via e-mail
   2. Responsible for contacting all members about upcoming events
   3. Responsible for placing the Society’s activities in social media
F. Historian: The duties of historian are as included, but not limited to:
1. Must keep a record of all events that the Society is involved in, through taking pictures, writing a descriptive article about the event for reference, etc.
2. Responsible for keeping the Society’s website currently updated
3. Keep a record of all the Society’s major events in writing (flyers, agendas, meeting attendance, etc.) for future reference
4. Create or update a list of all alumni and current members

G. AISES Gives Back Chair: The duties of the AISES Gives Back Chair are as included, but are not limited to:
   1. Organizes the AISES Gives Back community service event
   2. Assists the Community Outreach Chair

H. Community Outreach Chair: The duties of the Community Outreach Chair are as included, but are not limited to:
   1. Organize all community outreach events (Norman Public Schools Native American Science Club, high school tours/informationals, welcome week booths and activities, etc.)
   2. Assists the AISES Gives Back Chair.

I. University Affairs Chair: The duties of the University Affairs Chair are as included, but not limited to:
   1. Corporate sponsorship letters
   2. University required approvals (student life, UOSA/SGA, Licensing, COE required approvals, etc.
   3. Collaborate with other University organizations, clubs or AISES chapters as desired by organizational leadership.

ARTICLE IV – ADVISOR: QUALIFICATIONS, RESPONSIBILITIES, AND ROLE IN ORGANIZATION

Section 1 – Qualifications
The Society must have an advisor who is a full-time member of the University faculty or staff. The advisor must play an active role in either the College of Engineering or College of Arts & Sciences departments.

Section 2 – Responsibilities
The advisor of the Society serves as a liaison between the organization and the administration.

Section 3 – Role in Organization
The advisor of the Society’s main role is one of support. He/she must be available for members, either for an academic or emotional role. He/she does not have more of a vote than any other general member but if the advisor feels as if a member is not active, then he/she can come to the officers with the complaint.

ARTICLE V – MEETINGS OF THE ORGANIZATION: REQUIRED MEETINGS, FREQUENCY, NOTIFICATION OF, AND ATTENDANCE

Section 1 – Required Meetings
The elected officers for the academic year determine how many meetings are required for the general membership of the Society.
Section 2 – Frequency
Once the meetings are started at the beginning of the academic year, meetings are held every two weeks depending on other pre-scheduled events.

Section 3 – Notification of
The elected public relations chair is responsible for sending out e-mails about any event or meeting that concerns the Society. The use of chalking and the OU Daily are also used to notify other members of the University. The Society requires at least one week’s notice prior to meeting or events.

Section 4 – Attendance
The elected officers for the academic year determine how many meetings a member must attend before corrective actions take place.

ARTICLE VI – METHOD OF AMENDING CONSTITUTION: PROPOSALS, NOTICE, AND VOTING REQUIREMENT

Section 1 – Proposals
Proposed amendments should be in writing, should not be acted upon but read in the general meeting in which they are proposed, should be read again at a specified number of subsequent general meetings, and should be read again at the general meeting in which the vote will be taken.

Section 2 – Notice
The elected public relations chair will send out any e-mails to the general membership that is pertinent to the amending of the Society’s constitution.

Section 3 – Voting Requirement
The Society requires that a majority of votes must be found in order for an amendment to be approved. The Society must ensure that three copies of the amended constitution are submitted to in the Center for Student Life every time an amendment is made.

ARTICLE VII – MISCELLANOUS PROCEDURES: QUORUM, DISSOLUTION OF ORGANIZATION, IMPEACHMENT OF OFFICERS AND MEMBERS, PARLIMENTARY AUTHORITY, ETC.

Any not covered in the Society’s constitution will be governed by Robert’s Rules of Order, Revised.

ARTICLE VIII – PREEMPTION STATEMENT

Section 1 – Preemption Statement
If there is a conflict between our national or parent organization’s rulings, constitution, or direction and the University of Oklahoma Student Code, the Student Code preempts the national or parent ruling.