

Brookdale Community College Engineering Student Association (ESA) Constitution

Article I: Name

The organization shall be known as the Engineering Student Association of Brookdale Community College, to be further listed as "ESA" in this document.

Article II: Purpose

Section I: To promote interest in and a fuller understanding of the Engineering profession.

Section II: To relate what is learned in the classroom to the Engineering world.

Section III: To provide a source of specialists and practitioners from the many fields in the spectrum of Engineering for occasional and in-depth participation in the classroom.

Article III: Dues/Membership

Section I: There shall not be any dues collected at this time. In order to approve dues in the future, there will be a required vote of two-thirds of the members of the ESA.

Article IV: Officers and Representatives

Section I: The officers of the club shall consist of the President, Vice-President, Recorder, and Treasurer.

Section II: The officers will be elected during the first month of the Fall semester.

Section III: The representatives shall consist of at least one returning student and one new student in order to promote continuity within the association.

Article V: Qualifications and Duties of Officers/Representatives

Section I: The President shall be a regular member of the club, have direct responsibility for organizing meetings, call all meetings to order as presiding officer, appoint committees as the need arises, and perform all other duties incident to his/her office.

Section II: The Vice-President shall be a regular member of the club, attend all meetings, exercise the functions of the President in the President's absence and/or vacancy, take charge of arrangements for the place of meetings, and assist the President in his/her duties when called upon to do so.

Section III: The Recorder shall be a regular member of the club, attend all meetings, keep *minutes of all meetings and provide minutes to members*, take responsibility in informing members of meeting times and places, and handle all other correspondence necessary to the ongoing business of the club.

Section IV: The Treasurer shall be a regular member of the club, attend all meetings, have charge of all funds, and pay money from the club treasury.. He/She shall keep adequate records of all transactions and shall report on the financial condition of the club whenever called upon to do so.

Section V: The representatives shall be regular members of the club, shall attend all meetings, and shall perform all other duties assigned as the ESA sees fit.

Article VI: Advisor(s)

Section I: The advisor(s) shall be a faculty member(s) of the department. The advisor(s) will be called upon for advice as needed by the officers, and may offer advice to the officers as deemed necessary.

Article VII: Elections

Section I: Candidates for Officer positions shall be current students of Brookdale Community College who are desiring to hold a position.

Section II: There shall be separate elections for the positions of President/Vice- President, Recorder, Treasurer, and representatives. The President shall be the candidate receiving the most votes in the President election. The Vice-President shall be the candidate receiving the highest number of votes in the Vice-President election. The Recorder shall be the candidate receiving the most votes in the Recorder election. The Treasurer shall be the candidate receiving the most votes in the Treasurer election. Each student shall run for only one office, unless not elected to a higher office. The representatives shall be the candidates receiving the most votes in the respective representative elections.

Section III: Term of office for the officers shall be the academic year.

Article VIII: Meetings

Section I: Meetings shall be held on the dates decided by the Officers. Typically will be held on alternating Thursday afternoons in room MAS 116 from 11:30am – 1:00pm.

Section II: Notification of meetings shall be distributed via campus mail and/or e-mail at least a week in advance of all meetings. In addition, club newsletters will be sent out to all members periodically by the Officers.

Section III: The content of these meetings shall be developed by the Officers in conjunction with the faculty advisor(s).

Article IX: Amendments

Section I: An amendment to the constitution may be proposed by any member of the club.

Section II: An amendment shall be effective upon the approval of two-thirds (2/3) of the regular members in attendance.

Section III: A two-thirds (2/3) vote of the members present at any meeting shall be necessary for the establishment of by-laws, rules, and regulations.

Section IV: Upon approval by the club of any amendments or other changes in this constitution, all changes are to be submitted to the Brookdale Student Association.

Section V: This constitution, and any included changes, is to be reviewed once every academic year.

Section VI: This constitution shall take effect upon a seventy-five percent (75%) approval by the club. Following club approval, the constitution will be submitted to the Brookdale Student Association.

Approved by 2/3rds Vote on: 10/6/06

Victoria Haky
President, ESA

Matthew Briemgar
Treasurer, ESA