

Constitution of the University of South Carolina Upstate

Engineering Management Student Association (EMSA)

ARTICLE I - Organization

Section 1 - Name

This organization shall be known as the University of South Carolina Upstate Engineering Management Student Association, hereafter referred to as EMSA.

Section 2 - Purpose

The objective of the Association is to promote the Profession of Engineering Management through the organized effort of this group in study, research, and discussion of the field of Engineering Management and the dissemination of knowledge thereby gained.

Section 3 - Membership

USC Upstate students and engineering technology students in Engineering Technology Management (ETM) feeder programs from the following colleges are eligible to be members of the association: Greenville Technical College, Piedmont Technical College, Spartanburg Community College, Tri-County Technical College, and York Technical College.

ARTICLE II – Board of Officers and Directors

Section 1 - President

A. Duties and Responsibilities

1. Oversee all Chapter activities.
2. Organize and conduct regular meetings with all Board members.
3. Meet with the Chapter's Advisor regularly to address concerns of the Chapter.

B. Vacancy

If the position of President is vacant, the President-Elect shall become President.

Section 2 - President-Elect

A. Duties and Responsibilities

1. Recruit any available positions of officers and directors for the Chapter.
2. Coordinate with any other people or organizations in conjunction with Chapter activities.

3. Serve as the liaison with academia, alumni, and industry.

B. Vacancy

If the position of President-Elect is vacant, another Officer, Director, or Chapter Member shall be appointed to the vacant position by a majority vote of the Officers.

Section 3 - Treasurer

A. Duties and Responsibilities

1. Prepare a budget for each Chapter activity.
2. Maintain records of all the Chapter's expenditures.
3. Handle purchasing for the Chapter's activities.

B. Vacancy

If the position of Treasurer is vacant, another Officer, Director, or Chapter Member shall be appointed to the vacant position by a majority vote of the Officers.

Section 4 - Secretary

A. Duties and Responsibilities

1. Send mail and e-mail correspondence of the Chapter via emsa@uscupstate.edu.
2. Maintaining the approved Constitution and any By-Laws of the Chapter.
3. Take minutes for all meetings to be approved at the following Board meeting.
4. Receive and process membership applications received.
5. Keep track of all the names and email addresses of all Chapter members.
6. Maintain the Chapter's website.
7. Design and post flyers for the Chapter's events.
8. Advertise and promote the Chapter's events.

B. Vacancy

If the position of Secretary is vacant, another Officer, Director, or Chapter Member shall be appointed to the vacant position by a majority vote of the Officers.

Section 5 - Vice President of Programming

A. Duties and Responsibilities

1. Support the planning, organizing, and execution of Chapter events.
2. Reserve rooms for Chapter events and meetings.
3. Coordinate with any other people or organizations in conjunction with Chapter activities.

B. Vacancy

If the position of Secretary is vacant, another Officer, Director, or Chapter Member shall be appointed to the vacant position by a majority vote of the Officers.

Section 8 - Directors

A. The Chapter may establish other Directors and nominate Chapter members to serve as Directors by a majority vote of the Officers.

B. If the position as Director is vacant, another Chapter Member shall be appointed to the vacant position by a majority vote of the Officers.

ARTICLE III - Procedures and Terms

Section 1 - Election Procedures

A. An election announcement shall be emailed to all USC Industrial and Systems Engineering students and posted on the website in the Spring semester.

B. The announcement should state a description of all Chapter positions based on the Chapter's Constitution.

C. The election is to occur during a General Meeting of the Chapter, which is announced via e-mail to all USC Industrial and Systems Engineering students.

D. Each candidate must be currently enrolled as engineering student at the University of Southern California and be enrolled as an engineering student in the successive Fall semester.

E. Each candidate should be an engineering student for the entire, successive academic year.

F. Each candidate should be present at the election to be elected to a Chapter position.

G. Each candidate for a Chapter position should be given a time to speak before the vote.

H. A majority vote by the Chapter members at the election for each position is to be conducted by secret ballot for all positions with more than one candidate.

I. All ballots are to be counted at the General Meeting with another Chapter member.

J. For any position with only one candidate, a vote by members raising hands with the candidate facing away from the audience shall be conducted.

K. Any ties are to be resolved by the successive Chapter Officers.

Section 2 - Terms for Board Members

A. All Officers and Directors must be enrolled as USC Upstate, Greenville Technical College, Piedmont Technical College, Spartanburg Community College, Tri-County Technical College, or York Technical College Engineering Technology Management or Engineering Technology students to be eligible for any Chapter position of office.

B. All Officers and Directors serve a term of one year, beginning from the day after graduation of the current year to graduation day in the following year.

C. Any Officer may be removed from office by a vote of at least three-fourths of the Officers upon receiving advanced notification, in cases where the officer consistently fails to perform the required duties of that position without a justifiable reason.

ARTICLE IV - Amendments

Amendments to this Constitution are to be submitted in writing before approval. To become effective, amendments must be approved by at least three-fourths of the Officers.