

**BYLAWS OF THE UNIVERSITY OF SOUTH CAROLINA STUDENT SECTION
OF
THE SOCIETY OF WOMEN ENGINEERS**
(as adopted in April 2005)

ARTICLE I - ORGANIZATION

Section 1 - Name

The name of this organization shall be the UNIVERSITY OF SOUTH CAROLINA STUDENT SECTION of the SOCIETY OF WOMEN ENGINEERS, operating under a Charter granted by the Board of Directors of the Society of Women Engineers hereinafter referred to as SWE or "the Society".

Section 2 - Purpose

The purpose of this Student Section is to further the objectives of SWE as stated in the Society bylaws.

Section 3 - Government

This Student Section shall be governed by these Bylaws; the Society Bylaws, policies and procedures of SWE; and the rules and regulations of the University of South Carolina. In all situations not otherwise covered, the current edition of *Robert's Rules of Order, Newly Revised* is the parliamentary authority.

ARTICLE II - MEMBERSHIP

Section 1 - Qualifications

Membership in this Student Section is limited to (Ref: Society Bylaws, Article III, Section 1.a.(7)):

- a. Voting members, who are Student Members in good standing of the Society of Women Engineers. Any person who meets one of the following requirements is eligible for the grade of Student Member if such a person is not employed full time in an engineering position or a field related to engineering and:
 - (1) Is pursuing an undergraduate course of study towards an associate or a baccalaureate degree in engineering, engineering technology, or a field related to engineering in a recognized college, or university.
 - (2) Is pursuing a full - time graduate course of study in engineering or a field related to engineering in a recognized college or university.
- b. One non-voting member, who is the SWE Counselor.
- c. One additional non-voting member, who is the SWE Faculty Advisor, when this is required by the college or university or when desired by the Student Section. The Faculty/Staff Advisor must be selected from full-time faculty or administrative staff members at the University.
- d. Membership in SWE shall be limited to person officially connected with the University of South Carolina – Columbia as faculty, staff, or full time students. Students enrolled in the spring semester under the above conditions who have pre-registered for the fall semester, as well as students enrolled in summer classes, are eligible for summer membership.

Subject to the Society's policies and purposes, this Student Section shall not discriminate in connection with its membership and its service to the public at large. Membership in SWE shall not be limited to persons based on their race, color, religion, sex, national origin, age, disability or veteran status. It is the policy of the University that an individual's sexual orientation be treated in the same manner.

Section 2 - Upgrading of Membership in SWE

In order to upgrade to "Associate" or "Member" it is necessary to submit a properly executed Membership Application to the Admissions Committee, c/o SWE Headquarters, not later than June 1 of the year following termination of "Student Member" status. Failure to upgrade when required, or failure to notify SWE Headquarters of continued student status when requested to do so, will cause the Society Board of Directors to drop these members from the Society as ineligible for the grade of Student Member.

ARTICLE III - DUES

Section 1 - Establishment and Rebate of Dues

Annual Society dues, as established by the SWE Council of Section Representatives, are payable to the Society. No Student Section is permitted to levy local dues. The Student Section receives a rebate (20% of current dues) toward the operating expenses of the local Student Section.

Section 2 - Payment of Dues

A student is a member in good standing for the fiscal year in which the SWE Headquarters receives the correct dues and updated membership information.

ARTICLE IV - OFFICERS AND DUTIES

Section 1 - Officers

- a. The officers of this Student Section shall be a President, A Vice President, a Secretary, and a Treasurer.
- b. The officers shall be elected no later than May for a one-year term beginning July 1 and ending June 30. (Fiscal year)
- c. A vacancy in the office of President shall be filled by the Vice President. A vacancy in any other office shall be filled by special election of the Student Section's voting members for the remainder of that term of office.
- d. Any student seeking to hold or holding office must maintain the cumulative GPR requirement for graduation and remain in good standing in their respective college.

Section 2 - Duties

- a. The President shall:
 - (1) Preside at all meetings of the Student Section.
 - (2) Appoint all committee chairs, subject to the approval of the Executive Council.
 - (3) Prepare the annual report of this Student Section's activities, obtain the SWE Counselor's and Faculty Advisor's counter-signature(s) and submit

the report to the Student Activities committee Regional Coordinator prior to the close of the school year or June 30th, whichever comes first.

(4) Assume all other executive duties not otherwise delegated.

b. The Vice President shall:

(1) Perform all duties of the President in the absence, or at the request, of that officer.

(2) Perform any other duties assigned by the Executive Council.

c. The Secretary shall:

(1) Keep a record of all meetings of this Student Section and of the Executive Council.

(2) Conduct all Student Section correspondence.

d. The Treasurer shall:

(1) Pay all bills authorized by the Executive Council.

(2) Keep an exact account of all receipts and expenditures and report them to the Society Treasurer, c/o SWE Headquarters or as specified, at the close of the school year.

ARTICLE V – EXECUTIVE COUNCIL

The affairs of this Student Section shall be managed by an Executive Council consisting of the President, Vice President, Secretary, and Treasurer, who shall occupy the same offices as in this Student Section. The SWE Counselor shall be an ex-officio member of the Executive Council.

ARTICLE VI – SWE COUNSELOR

Section 1 - Qualifications

The SWE Counselor should be a voting member of the Society whenever possible, but the Board of Directors can be petitioned to approve an Associate in the event that a voting member is not available and if the qualifications of the Associate are acceptable. Any SWE Counselor approved by the Board of Directors must be a member in good standing of the Society.

Section 2 - Replacement

The Student Section may, at any time, by a majority vote of its membership, replace the SWE Counselor subject to the approval of the Board of Directors. The Board of Directors, via the Student Activities Committee, must be notified, in writing, of the proposed new Counselor's name and address. The incumbent SWE Counselor shall be informed of this action, and the SWE Counselor-elect shall understand and be willing to accept the responsibilities of the office if approved by the Board of Directors.

Section 3 - Responsibilities

a. The SWE Counselor is responsible to the Society Board of Directors, through the Student Activities Committee, for this Student Section's compliance with the Bylaws, policies and procedures of the Society.

- b. The SWE Counselor shall countersign the annual report, indicating this Student Section's compliance (see Article IX RETENTION OF CHARTER) with the minimum requirements for a Student Section, as specified in the Society Bylaws. If this Student Section is not in compliance, or is not expected to be in compliance the following school year, the SWE Counselor shall attach a letter of explanation, forecasting the expected date of compliance.

ARTICLE VII - MEETINGS

This Student Section shall hold a minimum of two meetings per year, the time and place to be designated by the Executive Council. A quorum of the membership which must be present for the purpose of transacting business shall be one-third or fifteen of the section voting members, whichever is less.

ARTICLE VIII - COMMITTEES

Committees shall be established by the Executive Council as required to carry out or further the work of this Student Section. Committee chairs shall be appointed as described in Article IV, Section 2a. of these Bylaws.

ARTICLE IX – RETENTION OF CHARTER

In order to retain an active charter and participate in campus activities as a Student Section of the Society, the following minimum requirements must be met:

- a. At least ten (10) Student Members
- b. At least fifty (50) percent of Student Section membership women majoring in engineering or Engineering Technology
- c. Operation under the guidance of a SWE Counselor (Ref: Society Bylaws, Article IX, Section 1d.)

ARTICLE X - AMENDMENTS

These Bylaws may be amended by a two-thirds vote of a quorum of this Student Section, provided the amendment shall have been proposed at least one meeting prior to the time of voting. After acceptance by the membership, an amendment must be submitted to the Student Activities Committee Chair, c/o SWE Headquarters, for Society Bylaws Committee review and submittal to the Society Board of Directors. An Amendment will become effective only after acceptance by the Board of Directors.

ARTICLE XI – RATIFICATION

The undersigned students of the University of South Carolina, after a three-fourths (³/₄) affirmative vote of active members, do hereby agree to follow the guidelines of this Constitution.

Signed:

Crystal Boyd
Amanda Black
Thomas A. Pelham

Date:

4-17-05
4-17-05
4-17-05