

TAU BETA PI CALIFORNIA CHI CONSTITUTION  
CALIFORNIA STATE UNIVERSITY, FULLERTON

**ARTICLE I. NAME AND PURPOSE OF THE ORGANIZATION**

**Section 1.** The name of this organization shall be "Tau Beta Pi California Chi Chapter at California State University, Fullerton."

**Section 2.** The purpose of this organization is to provide opportunities for association, interaction with **qualified** student role models, and volunteer experience.

**ARTICLE II. REQUIREMENTS FOR MEMBERSHIP AND SELECTION OF MEMBERS**

**Section 1.** Membership in the organization shall be open to all those regularly-enrolled California State University, Fullerton students who are interested in membership. There shall be no other requirements for admission to regular membership. Each regular member has equal rights and privileges.

**Section 2.** Membership in this organization shall not be denied to any student at California State University, Fullerton on the basis of race, religion, national origin, ethnicity, color, age, gender, marital status, citizenship, sexual orientation or disability.

**Section 3.** There shall be a minimum of five (5) CSU Fullerton students who are currently enrolled in at least one class with a maximum of 20 percent of the members who are not CSU Fullerton students.

**Section 4.** There shall be one type of membership in the organization honorary.

**Section 5.** Voting membership is limited to regularly enrolled (non-extended education) students at California State University, Fullerton.

**Section 7.** Any member may be suspended or expelled from the organization for conduct obviously contrary to the Constitution of the organization, for conduct that impairs the rights of the members to enjoy the benefits of the organization, or any violations of the Student Code of Conduct. The offense must be in writing and submitted by an organization member. **After the offense is submitted to the organization, the offending member has the right to a 24-hour notice of a hearing before their peers** at a regular meeting and the offending member may be suspended or expelled by a 2/3 affirmative vote of the voting members present.

**Section 8.** National member recommendation and eligibility:

**Clause 1.** All eligible persons must meet the academic criteria set by the Tau Beta Pi

**Engineering Honors Society and successfully participate in the required activities of the chapter including an approved initiation ceremony.**

**Clause 2. Curriculum accepted for national organization members shall be Mechanical Engineering, Civil Engineering, Electrical Engineering, Environmental Engineering, Computer Engineering, Software Engineering, Engineering (General), Computer Science.**

### **ARTICLE III. OFFICERS**

**Section 1. The elected officers of the organization shall be the President, Vice President, Treasurer, Secretary and other officers as necessary. The term of office will be one year beginning July 1st.**

**Section 2. Powers and Duties of Officers:**

**Clause 1. The President shall preside at all meetings of the organization. They shall be the official spokesperson of the organization, representing the policies, views and opinions of the organization in its relations with the campus and community at large. They have further powers and duties as prescribed by the organization.**

Clause 2. The Vice President presides at the organization meetings in the absence of the President. They perform all duties assigned by the President. They notify all members of organization meetings.

**Clause 3. The Treasurer handles all financial affairs and budgeting of the organization. They maintain AS Agency Accounts in the organization's name, which requires signatures of the Treasurer, President and Advisor.**

Clause 4. The Secretary takes minutes at all meetings of the organization, files minutes and submits required copies to all organization members. They are responsible for all organization correspondence and keep copies of all correspondence on file. They act as historian and maintain all records of the organization.

**Section 3. Officer qualifications (President and Treasurer only):**

**Clause 1. The President and Treasurer of the student organization are required to meet the minimum requirements established for Minor Representative Student Officers by the CSU Chancellor's Office.**

**a. Officers must be matriculated and enrolled (non-extended education) at Cal State**

**Fullerton.**

**b. Officers must maintain a minimum cumulative 2.0 grade point average**

each term.

- c. **Officers must be in good standing and must not be on probation of any kind.**
- d. **Undergraduates are required to earn six semester units per term while holding office. Graduate and credential students must earn three semester units per term while holding office.**
- e. **Undergraduate officers are allowed to earn a maximum of 150 semester units or 125 percent of the units required for a specific baccalaureate degree objective, whichever is greater. Graduate and credential officers are allowed to earn a maximum of 50 semester units or 167 percent of the units required for the graduate credential objective, whichever is greater.**

**Section 4. Petition** by 1/3 of the total number of members **is cause for a recall election.** The offense must be stated in writing and submitted by a member. After the offense is submitted to the organization, the offending officer has the right to a 48-hour notice of a hearing. A recall election will be conducted as a "Special Election". **Recall requires an affirmative vote of 2/3 of the total voting membership.**

**Section 5. In the event an elected officer is unable to fulfill their term of office, there will be a "Special Election."** Any eligible member, including those already holding office, can be nominated for a vacated officer position.

#### **ARTICLE IV. MEETINGS**

**Section 1. Regular meetings are scheduled at least bi-monthly during the academic year.**

**Section 2. Special meetings are called by** any elected officer or by 5% of the voting members of the organization. All members must be given a minimum of 48 hours (2 working days) prior to the Special Meeting time.

**Section 3. Business cannot be conducted unless a quorum of the membership is present. Quorum for this organization is defined as 51% of the voting membership.**

#### **ARTICLE V. ELECTIONS**

**Section 1. Officers are elected** once an academic year. **Elections are held** at the end of each academic year for the following year's term.

**Section 2. At least one week's notice will be provided for any meeting at which an election is held.**

**Section 3. The voting period will be open for at least one meeting.**

**Section 4. Votes will be cast** by secret ballot or via the TitanLink elections feature **and counted**

by an unbiased committee.

- Section 5. Results of elections must be noted in the minutes and made available to the student organization members no later than 1 week post-election.**
- Section 6. A candidate must receive** a majority of the votes or if necessary runoff elections will be held.
- Section 7. Petition** by 1/3 of the total number of members **is cause for a recall election.** The offense must be stated in writing and submitted by a member. After the offense is submitted to the organization, the offending officer has the right to a 48-hour notice of a hearing. A recall election will be conducted as a "Special Election". **Recall requires an affirmative vote of 2/3 of the total voting membership.**

## **ARTICLE VI. ADVISORS**

- Section 1. Advisor(s) of the student organization are required to meet the minimum requirements established by the CSU Chancellor's Office which includes trainings assigned by the Office of Student Life & Leadership**
- Section 2. Any non-auxiliary employee on a minimum half time basis employed by CSU Fullerton can serve as a non-voting advisor to this organization.**
- Section 3. The advisor(s) will serve a term of one academic year and is selected during registration of the organization **pending approval by the Office of Student Life & Leadership.**
- Section 4. The advisor(s) may be removed by a 2/3 vote of the membership at a regularly scheduled organization meeting **or at the discretion of the University.**
- Section 5. A staff member from the Office of Student Life & Leadership or a School Based Assistant Dean may be assigned to work with this organization to assist the advisor(s) and the organization.**

## **ARTICLE VII. DUES**

- Section 1. This organization can assess membership fees. Assessments are determined each semester or each academic year by a quorum of the membership at its regularly scheduled organization meeting.
- Section 2. All money must be deposited into an Associated Students, Incorporated Accounting Office Agency account.** *(The University does not recognize off-campus bank accounts for student organizations at CSU Fullerton.)*

## **ARTICLE VIII. METHOD TO AMEND THE CONSTITUTION**

**Section 1. Proposed constitutional amendment or changes will be presented, in writing, to the organization one meeting before this amendment is voted on.**

Section 2. Approval by 2/3 of the voting members present at a regular organization meeting will pass this proposed amendment. The amendment is immediately effective unless otherwise stipulated in the proposal.

**Section 3. A copy of this constitution/by-laws and/or amendments to this constitution must be filed in the Office of Student Life & Leadership at CSU Fullerton every year during registration or within 30 days after any substantive change or amendment.**

**Section 4. The University reserves the right to make any changes to the Constitution to meet any requirements set by the CSU Chancellor's Office.**

#### **ARTICLE IX. DISBURSAL OF ORGANIZATION ASSETS**

**Section 1. In the event the "Tau Beta Pi California Chi Chapter at California State University, Fullerton" should become defunct for a period of more than 2 years, all assets will be turned over to the CSU Fullerton Associated Students, Inc., to be used to promote student programming on campus.**

#### **ARTICLE X. STATEMENT OF AFFILIATION (required if a chapter of a national/international group)**

**Section 1. This organization is affiliated with Tau Beta Pi California Chi Chapter at California State University, Fullerton.**

**Section 2. A copy of any constitution/by-laws/agreements with the University of Tau Beta Pi California Chi Chapter at California State University, Fullerton must be filed in the Office of Student Life & Leadership at CSU Fullerton.**

#### **ARTICLE XI. RULES OF ORDER**

**Section 1. The Tau Beta Pi California Chi Chapter at California State University, Fullerton accepts "Roberts Rules of Order" (newly revised) as its Rules of Order.**

**Section 2. Any issue not directly written in this document will be resolved by referring to the Rules of Order.**