

The Constitution of the University of Alabama in Huntsville Student Chapter of the American Meteorological Society/National Weather Association

Revised 29 June 2016

Article I: Name

This organization shall be called the University of Alabama in Huntsville Student Chapter of the American Meteorological Society/National Weather Association (UAHuntsville AMS/NWA).

Article II: Objectives

The objectives of this chapter shall be to serve as a forum to aid in the sharing and dissemination of the information regarding operational meteorology and related subjects between university students interested in weather and weather support services. The chapter will support the pursuit of excellence in weather forecasting, communication, service, and professional development as it pertains to operational meteorology within the university and its community.

Article III: Members

The membership of this student chapter shall consist of:

- A. Members – Any UAHuntsville student, without regard to race, religion, sex, disability, or national origin, except in cases of designated fraternal organizations exempted by federal law from title IX regulations concerning discrimination on the basis of sex and with an interest in meteorology and its related fields who agrees to abide by the requirements of this constitution.
- B. Honorary Members – Any person who has promoted the field of meteorology may become an honorary member if voted in by two thirds (2/3) majority of the members. An honorary member will not be able to hold office.

Article IV: Elected Offices

The elected offices of this chapter shall be:

- A. President
- B. Vice President
- C. Treasurer
- D. Secretary
- E. Webmaster
- F. Undergraduate Representative

Article V: Duties of Officers

- A. General: Responsibility to organize, formulate, and initiate the policies and procedures of the UAHuntsville AMS/NWA.

- B. Membership: All officers must be full members (regular or student) of the American Meteorological Society and/or National Weather Association.
- C. Specific
 - a. President: The President of the chapter will preside over meetings. The President has the power to make all executive decisions. However, if two or more officers or half of the officers object, then the matter can be brought to a vote by executive committee. Also, the President is responsible for temporarily appointing new officers if any officer has vacated a position. This appointment is in effect until a new election can be held. The President is required to be a full member of the AMS and NWA.
 - b. Vice-President: The Vice-President of the chapter shall assist the President with his or her duties. Also, the Vice-President assumes the duties of the President in his/her absence and assists the officers in their duties.
 - c. Treasurer: The Treasurer of the chapter shall record and report on all financial matters of the chapter. Also, the Treasurer shall be responsible for collecting, depositing, and dispersing funds of the UAHuntsville AMS/NWA in an appropriate manner as directed by the President.
 - d. Secretary: The Secretary of the chapter shall record the minutes of all official meetings of the chapter. The Secretary shall then submit the minutes to the active membership for approval and then the national organization.
 - e. Webmaster: The Webmaster of the chapter shall be responsible with maintaining the chapter's web site and updating information on the web site in a timely manner.
 - f. Undergraduate Representative: The Undergraduate Representative shall be responsible for ensuring all undergraduate students know about the student chapter and the benefits of joining. In addition, the Undergraduate Representative shall bring all undergraduate concerns and questions to the AMS board to make the chapter more inclusive of undergraduate students.
- D. Expenditures
 - a. Expenditures of the UAHuntsville AMS/NWA less than fifty dollars (\$50.00) may be authorized by a majority of the Executive Committee.
 - b. Expenditures of the UAHuntsville AMS/NWA of fifty dollars (\$50.00) or more shall require the approval of a simple majority of a quorum present.

Article VI: Election of Officers

- A. All members of the UAHuntsville AMS/NWA chapter shall be eligible to vote.
- B. Annual elections shall be held no earlier than 01 April; no later than 01 May. Election results shall then be reported to AMS and NWA headquarters.
- C. Elected officers shall serve a one-year term, lasting 01 May following elections to 30 April of the following academic year.
- D. Nominations shall be held up until the election process begins at the meeting.
- E. At least 50% of the membership must be present to hold elections.
- F. A person may be nominated for more than one position, but can only be elected to one.

- G. Ballots will be secret.
- H. Ballots shall be tabulated by the highest ranking outgoing officer. If all outgoing officers are nominated the President shall assign a designee from the membership to tabulate ballots.
- I. The offices shall be elected on the following order: President, Vice-President, Secretary, Treasurer, Webmaster, and Undergraduate Representative.
- J. Impeachment and dismissal
 - 1. Any officer and member is subject to impeachment/dismissal
 - a. Grounds for impeachment/dismissal are as follows:
 - i. Violation of Constitution
 - ii. Violation of elected duties
 - iii. Recall (defined by a two-thirds (2/3) vote of the chapter)
 - 2. An impeachment/dismissal including reasons for impeachment/dismissal needs at least 25% of the voting members' signatures.
 - 3. The impeachment/dismissal vote shall be held at the next general meeting after the petition is delivered, provided that it is contained in the meeting announcement.
 - 4. At least a two-thirds (2/3) majority of the total membership is needed for the impeachment/dismissal.
- K. At the same time as the annual elections of the chapter, the graduate student body elects a Student Faculty Representative, who serves at the will of the departmental faculty. The Student Faculty Representative is not an officer of the chapter and cannot serve as a chapter officer while serving as the Representative.

Article VII: Amendments

No part of the constitution or By-Laws shall be amended or annulled except by the following procedure:

- A. A proposed amendment shall be submitted to the Vice-President with at least 25% of the members' signatures attached to be voted on at the next announced meeting (next meeting or later as allowed by Article III section A in the By-Laws).
- B. There must be at least 50% of the membership present in order to conduct a vote and two-thirds (2/3) majority of the present members is required to approve the proposed amendment.
- C. The approved amendment shall be effective immediately and incorporated into the written constitution, or By-Laws, prior to the next meeting.

Article VIII: Nonprofit Organization

The UAHuntsville AMS/NWA is organized and operated exclusively as a nonprofit entity, and no portion of its earnings may be used to the benefit of any individual that is an active member.

Article IX: Dissolution

Upon dissolution or disbandment of this organization, all funds and properties in excess of liabilities and expenses of dissolution will be distributed as determined by a majority of the active members.

By-Laws

Article I: Dues

- A. All membership (except honorary) will expire at the beginning of the next election.
- B. Before the first general meeting of the year (after the new elections), the officers will decide on the membership dues, if any, for the next year.
- C. To be classified as an "Active Member" of the chapter, all members (except honorary) shall pay dues before the completion of the chapter's second meeting of the academic year.

Article II: Committees

- A. The President has the right to set up committees consisting of officers and/or members to accomplish tasks determined by the officers. Committee members and chairs shall be invited by the President.
- B. The committee chairs have the responsibility to keep the membership and officers informed of the committee's activities.

Article III: Meetings

- A. General meetings shall be held at least once a month during the academic year.
- B. Notice of meetings shall be announced to the membership not less than one week prior to the date of the meeting.
- C. The fiscal year of the Chapter shall conform to the terms of the elected officers.
- D. Officers must meet at least once a month.
- E. Any two officers can call an officer's meeting and inform the other officers of the meeting.
- F. The members shall have at least three (3) days to review the minutes of a meeting before those minutes may be transmitted to the national organization; the minutes shall be submitted to the national organization within seven (7) days of the meeting. Discussions of a personal nature, and discussion regarding intra-departmental concerns, may never appear in the minutes.