

# European Student Chapter Bylaws

## Association for Information Science & Technology

(January, 2013)

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### **Article I. Name**

The name of this organization is the Association for Information Science and Technology European Student Chapter (ASIS&T ESC).

**Article II. Purpose** The purpose of the Chapter is to provide an organization through which student members of ASIS&T located within the Chapter area, Europe, may participate in and carry forward the programs and purposes of ASIS&T. The Chapter shall promote the interests of the Society and its programs and shall make every reasonable effort to involve students of information science and related disciplines who are located within its boundaries. The particular objectives of the European Student Chapter are:

- to facilitate personal networking among ASIS&T student members located in all European countries
- to contribute to their professional development by means of meetings, continuing education programs, special programs, newsletter and any other appropriate form of communication and interaction
- to establish liaison with ASIS&T officers, SIGs and other chapters with a view to facilitate the interaction between ASIS&T members in Europe and in other parts of the world, the effective participation of European student members in ASIS&T activities, in particular meetings and student activities
- to help publicize ASIS&T and its activities among students at universities and scientific institutes in Europe
- to facilitate the cooperation between ASIS&T and related professional societies in Europe and to contribute to an increased cooperation among the latter.

### **Article III. Membership**

Section 1. All student members in good standing of ASIS&T who are regularly registered as student in an academic or research institution located in Europe shall automatically be members of the Chapter. No individual may become a member of the Chapter except by becoming a member of ASIS&T. Upon request, a member of ASIS&T may become a member of the Chapter even though her/his mailing address is not within its boundaries.

Section 2. In addition to Student members, the Student Chapter must include one Regular member of ASIS&T who shall serve as Advisor, but who shall not hold a vote in the Student Chapter.

Section 3. Student members in good standing of ASIS&T and located within the boundaries of the Chapter are also member of the European Chapter of ASIS&T and have all same privileges and responsibilities as individual members of the European Chapter.

Section 4. All members of the Student Chapter are entitled to receive Student Chapter publications. Official notice of Student Chapter meetings and programs shall be distributed to all members prior to the event.

Section 5. Only Student Chapter members may vote on any question submitted to the Student Chapter at a meeting, or by formal ballot, and only they may serve as officers.

Section 6. A Student Chapter member whose membership in ASIS&T has been terminated shall no longer be a Student Chapter member. Upon reinstatement to ASIS&T membership, such a terminated member shall immediately regain full privileges of membership in the Student Chapter. The Executive Director of ASIS&T shall inform the Chapter Advisor or other appropriate officer when any member is not in good standing in ASIS&T, or when such a member has been reinstated.

#### **Article IV. Officers**

Section 1. The officers of the Chapter shall include a presiding officer to be known as the Chapter Chair, a Chapter Vice Chair, and a Secretary-Treasurer. The officers shall serve for one administrative year and shall constitute the Executive Committee. Additional officers may be appointed by the Chair as required (see Art. IV, section 3). Terms of office shall coincide with the Chapter administrative year which shall correspond with the ASIS&T administrative year.

Section 2. The Chapter Chair shall preside over all meetings of the Executive Committee (see Art. VII, section 1) and the Chapter.

Section 3. The Vice-Chair shall actively assist the Chair, shall preside at Executive Committee or Student Chapter meetings in the absence of the Chair.

Section 4. The Secretary-Treasurer shall carry out the customary functions of this office and shall execute the decisions and policies of the Executive Committee. He/she shall ensure that administrative, fiscal and other compulsory reports to the Assembly Director and Executive Director are prepared and delivered in due time and that elections and votes by mail are organized in due time.

Section 5. The officers of the Chapter must be student members of ASIS&T in good standing. They shall be elected by a plurality vote of the Chapter members voting by means of a formal ballot. The report and recommendations of the Nominating Committee shall be distributed to all voting members. The Chapter shall provide its membership with the opportunity to make additional nominations prior to distributing the final ballots. Nothing else in these bylaws shall prevent any Chapter member from being elected or appointed to more than one Chapter office except that the Chair and the Vice Chair must be different individuals.

Section 6. In the event of the death or resignation of an elected Student Chapter officer, the Executive Committee shall appoint a member to serve until the next election.

## **Article V. Dues and Finances**

Section 1. All Student Chapter dues and assessments shall be set by two-thirds of the members present and voting at an annual meeting or voting by formal ballot, becoming effective at the start of the next administrative year. Student Chapter dues may be assessed against any ASIS&T member who is a Student Chapter member, but non-payment of such dues shall not deny such member the privileges of Student Chapter membership, except that the Student Chapter shall withhold the privilege of voting and holding office for non-payment of such dues.

Section 2. The Student Chapter may collect monies from persons and institutions who are not members of the Society to place them on a mailing list for meeting notices and other mailings, but such persons and institutions shall have no vote in Student Chapter meetings or in formal balloting.

## **Article VI. Committees**

Section 1. The Executive Committee of the Chapter shall consist of the Chapter officers, as defined in Art. IV, section 1, and all additional officers appointed by the Chair and elected by the members. The Executive Committee shall conduct and manage the affairs of the Chapter, subject to these bylaws, and shall possess all powers necessary or incidental that purpose, including the right to appropriate and expend Chapter funds.

Section 2. The standing committees of Student Chapters shall include a Nominating Committee.

Section 3. The Nominating Committee shall consist of a chair and two members of the Chapter from different countries, appointed by the Chapter Chair. This committee shall present a list of nominees to the members of the Chapter, as provided in Article IV, section 4. The Nominating Committee shall present to the membership more than one candidate for each office if possible and ensure that the candidates are from different countries.

## **Article VII. Dissolution**

The Student Chapter retains its charter at the discretion of the ASIS&T Board of Directors. In the event of dissolution of the Student Chapter, the assets of the Student Chapter shall, after satisfaction of all just liabilities and obligations thereof, be paid into the general treasury of ASIS&T.

## **Article VIII. Other**

For matters not covered under these bylaws, the ASIS&T Bylaws will be followed.

## **Article IX. Amendment**

These bylaws may be amended by an affirmative vote of two-thirds of the members of the Student Chapter voting on the proposed amendment. Such amendment may be proposed by petition of a minimum of ten percent of the Student Chapter members filed with the Chair, or by proposal of the Executive Committee of the Student Chapter or the ASIS&T Board of Directors. Such amendment shall be voted upon by formal ballot within 60 days after receipt by the Chair. The Student Chapter Secretary-Treasurer shall prepare and distribute a copy of the proposed amendment together with a ballot to each voting member of the Student Chapter setting forth a date not less than 20 nor more than 30 days from the date of the mailing of the ballot, by which date all valid ballots which are returned are counted. No amendment to these bylaws may take effect unless and until it has been

certified by the ASIS&T Board of Directors as being in harmony with the Charter, Constitution, and Bylaws of ASIS&T. If so certified, the amendment shall be effective as of the date of the next regularly scheduled meeting of the Student Chapter.