

CONSTITUTION OF THE BENTON ENGINEERING COUNCIL

at the

University of Florida

(Revised December 2008)

PREAMBLE

By recognizing the importance of the development of engineering knowledge and skills for the continued advancement of ourselves, our University, our community, and human welfare in general; and by further recognizing the need for a student organization that unites the efforts of the respective departments within the College of Engineering to achieve these goals,

We, the members as a united group, pledge ourselves to the promotion and understanding of the profession of Engineering; hence,

We, the members and elected representatives of the Benton Engineering Council at the University of Florida, do hereby adopt the following constitution.

ARTICLE I. NAME

The name of this organization shall be the "Benton Engineering Council" and shall hereafter be referred to in this constitution by the letters BEC.

ARTICLE II. OBJECTIVES

The objectives of the BEC shall be:

1. To promote a professional attitude among engineering students as a not-for-profit organization;
2. To act as the executive and sole legislative body for all students in the College of Engineering;
3. To stimulate a unified state of objectives in the student activities of the College of Engineering and among member societies;
4. To sponsor and coordinate projects that will benefit the College, the University, and the community;
5. To allocate monies which have been approved by majority vote of the BEC to member societies or organizations for the execution of engineering projects or travel that furthers the previous objectives.

ARTICLE III. COMPLIANCE STATEMENT

Upon approval by the Center for Student Activities and Involvement, BEC shall be a registered student organization at the University of Florida. BEC shall comply with all local, state and federal laws, as well as all University of Florida regulations, policies, and procedures. Such compliance includes but is not limited to the University's regulations related to Non-Discrimination, Hazing, Commercial Activity, and Student Leader Eligibility.

ARTICLE IV. NON-DISCRIMINATION

In compliance with the University of Florida Non-Discrimination Policy (Regulation 6C1-1.006), BEC will not discriminate on the basis of race, creed, color, religion, age, disability, sex, sexual orientation, marital status, national origin, political opinions or affiliations, and veteran status as protected under the Vietnam Era Veterans' Readjustment Assistance Act.

ARTICLE V. MEMBERSHIP

Membership in this organization is open to enrolled students at the University of Florida. Non-students, spouses, faculty, and staff may be associate members; however, they may not vote or hold office. All members and associate members are free to leave and disassociate without fear of retribution, retaliation, or harassment.

SECTION 1:

The BEC shall consist of 1) one representative with voting privileges per society, 2) ex-officio members such as College of Engineering senators without voting privileges, 3) BOCC Executive Officers as defined by student government without voting privileges, 4) BEC officers without voting privileges (with the exception of the President in case of a tie as specified in the Bylaws), 5) non-voting members who wish to participate (any registered UF student).

SECTION 2:

All voting representatives shall be elected according to the rules specified in Article X, Section 4 of the Bylaws.

SECTION 3:

Each society must submit a Letter of Intent to the BEC Officers as specified in Article XII of the Bylaws. If a society does not submit a Letter of Intent, the society is not entitled to have a voting representative in the BEC.

SECTION 4:

Each society shall be responsible for being familiar with and adhering to the Constitution and Bylaws of the BEC. The Vice President of Communications shall provide copies upon request.

ARTICLE VI. EXECUTIVE OFFICERS

The executive officers of the BEC shall include the President, the President-Elect, the Vice President of Communications, the Vice President of Programs, the Treasurer, and the Secretary. Election and duties of officers shall be as provided for in the Bylaws. Terms of office shall last one year. Terms will begin at the end of the spring semester in which elected and shall continue through to the end of the following spring semester.

SECTION 1: Qualifications of officers

All members of BEC shall be eligible to serve as officers of the organization provided that:

1. They shall have a minimum 2.5 GPA for all college work completed as of the date of their election, as specified by Student Government guidelines.
2. They will be registered full-time undergraduate, post-baccalaureate or graduate students at the University of Florida for the Fall and Spring semesters of the term of office. In addition, they must meet Student Government requirements for summer term registration.
3. They shall be free of any academic and/or conduct probations.
4. The President and Treasurer of BEC may not be a President or Treasurer in another College of Engineering society.

SECTION 2: Duties of the officers

PRESIDENT

The President shall:

1. Have general supervision of the affairs of the BEC and preside at all meetings.
2. See that the other BEC officers perform their duties in accordance with the BEC Constitution and Bylaws.
3. See that standing committees are performing their duties as described in the BEC Bylaws; acts as an ex-officio member of these committees.

4. Appoint ad-hoc committees necessary to perform special functions; act as an ex-officio member of these committees.
5. Prepare a written end-of-term report of all BEC activities, which occurred during term of office; submit a copy of this report to the faculty advisors and President-Elect.
6. Be authorized to submit to Student Government proper forms for the allocation of BEC funds for projects, which have been approved by BEC.
7. Maintain active relations with the Board of College Councils Executive Board.
8. Maintain active relations with the Student Body Treasurer.
9. Maintain active relations with corporate sponsors.
10. Maintain active relations with the Engineering Development Office and the Administration of the College of Engineering.

VICE PRESIDENT OF COMMUNICATIONS

The Vice President of Communications shall:

1. Perform all duties of the President in the event of the President's absence.
2. Arrange the time and location of all BEC meetings.
3. Maintain copies of the BEC Constitution and Bylaws; make these copies available to BEC members upon request.
4. Chair the Constitution and Bylaws Committee as provided in the BEC Bylaws.
5. Serve as the editor or appoint an editor for the BEC newsletter, the E-Gator, as specified in Article V11 of the BEC By-Laws.
6. Prepare a written end-of-term report of BEC activities conducted through the office of the Vice President of Communications; submit a copy of this report to the incoming Vice President of Communications.
7. Be responsible for maintaining the BEC website, List-serv, and other forms of online presence.
8. Be responsible for adhering to parliamentary procedure (Robert's Rules of order) during meetings and keep a copy of *Roberts Rules of Order (Newly Revised)* on hand in case of disputes.
9. See that the BEC President performs his or her duties in accordance with the BEC Constitution and Bylaws.

VICE PRESIDENT OF PROGRAMS

The Vice President of Programs shall:

1. Perform all duties of the President in the event of the President's and Vice President of Communication's absence.
2. Act as Co-Chair for all Programs, as well as a liaison between Program Directors and BEC President.
3. Appoint the directors of BEC special programs and meet with the directors regularly.
4. Fully acquaint the current program directors with programs and objectives
5. Report to the President and general assembly of the status of the BEC programs.
6. Prepare a written end-of-term report of BEC activities conducted through the office of the Vice President of Programs; submit a copy of this report to the President, the President-Elect, and the incoming Vice President of Programs.

SECRETARY

The Secretary shall:

1. Accurately record the minutes of the BEC general body and executive board meetings and submit the general body minutes to VP of Communications to post on the BEC website.
2. Take a verbal roll call of society members at the beginning and end of each meeting of the BEC and advise the President on the status of the quorum.
3. Keep a roll of all BEC members.
4. Assist the presiding officer in counting votes during elections.
5. Make available a list of all voting BEC societies who have attended each BEC meeting.
6. Inform the council of any representative missing more than the allotted number of meetings.
7. Report any absences of members to the President of BEC and to the society President of the absentee within one week of the missed meeting.
8. Execute all BEC correspondence as directed by the President.
9. Send a notice of BEC meeting dates and activities to the faculty advisors, to the Engineering Administration, and to the Board of College Councils.
10. Chair the Awards Committee as provided in the BEC Bylaws.
11. Chair the Dean's Barbeque during Engineers Week.
12. Maintain a current list of open committee spots and distribute to BEC representatives at the first general body meeting and upon request.
13. Prepare a written end-of-term report of BEC activities conducted through the office of the Secretary including an attendance record of all participating societies for the previous semesters; submit a copy of this report to the incoming Secretary and President-Elect.

TREASURER

The Treasurer shall:

1. Advise the President and general assembly of the current financial status of BEC.
2. Chair the Finance Committee and Audit Committee as provided in the BEC Bylaws.
3. Fully acquaint the incoming Treasurer and President-Elect with financial activities.
4. Be authorized to submit to Student Government proper forms for the allocation of BEC funds for programming or travel activities approved by a majority of the BEC finance committee.
5. Prepare a written end-of-term report of BEC activities conducted through the office of the Treasurer, include all pertinent recommendations or suggestions that would improve BEC operations; submit this report to the incoming treasurer and President-Elect.
6. Appoint an Assistant Treasurer.
7. Maintain active relations with the Board of College Councils Executive Board.
8. Maintain active relations with the Student Body Treasurer.
9. Maintain active relations with corporate sponsors.
10. Act as Board of College Councils (BOCC) Representative for BEC or find a suitable replacement.

The BOCC Representative shall:

- a. Attend all meetings of the BOCC.
- b. Provide the BEC executive board with minutes of meetings of the BOCC.

PRESIDENT-ELECT

The President-Elect Shall:

1. Attend all general meetings and meetings of the executive board.
2. Assist the President in the preparation of the end-of-term report.
3. Be present at other events or meetings as the President sees fit.

SECTION 3: Impeachment

Any representative of BEC has the right to bring charges of misconduct, neglect, or misuse of authority against any of its officers. Upon the vote of a simple majority of the voting representatives of the BEC, impeachment proceedings shall be commenced. The accused shall be informed in writing of the charges. At the next regularly scheduled meeting of BEC, the accused shall have the right to defend ones' self against the charges. Expulsion shall only be by a two-third majority secret ballot of a quorum of the voting representatives of the BEC.

ARTICLE VII. ELECTION OF OFFICERS

SECTION 1: Nominations of Officers

Nominations for officer positions shall open during the third to the last meeting of the Spring semester and shall close during the second to the last meeting of the Spring Semester. Candidates must meet all University requirements for officers of student organizations, the requirements as outlined in Article IV Section 1 of the Constitution, and must be registered in the College of Engineering or a department administered by the aforementioned college.

SECTION 2: Election of Officers

The election of officers, with the exception of President shall occur during the second to the last BEC meeting of the Spring semester. Voting shall be open to all full-time students registered in the College of Engineering or a department administered by the aforementioned college. The President of BEC shall be present when the ballots are counted and shall announce the results immediately following completion of the ballot counting. The person receiving the majority of votes for each office shall be elected. In the event a clear majority is not received, the two candidates receiving the most votes shall have an immediate runoff election. The run-off election shall be held by secret ballot of the voting members of the BEC. The presiding officer shall only vote in the event of a tie between the two run-off candidates.

SECTION 3: Nomination and Election of President

Nominations for President will be taken at the first meeting of the Spring semester of the year preceding the year of office. Election of the President will be held at the second meeting of the Spring semester preceding the year of office. The newly elected President will serve as President-Elect for the remainder of the Spring term and take office as President at the end of the spring term following the elections of the remaining executive officers.

SECTION 4: Special Elections

If the office of the President should become vacant during the term of office, the Vice President of Communications shall assume the office. All other vacated offices shall be filled by a majority vote at the next regularly scheduled meeting following the opening of nominations. If any elected officer should resign before taking office, then the office will be reopened for nominations and filled by a majority vote as stipulated by Article VII Section 1 and Section 2 of the BEC constitution.

ARTICLE VIII. FACULTY ADVISOR

One faculty advisor will be selected by the BEC executive board, to be approved by the Dean of the College of Engineering. The Faculty advisor will serve as a liaison between the BEC and the administration.

ARTICLE IX. FINANCE

No dues shall be collected as a criterion for membership in the BEC.

ARTICLE X. DISSOLUTION OF THE ORGANIZATION

In the event that the BEC dissolves, all monies left in the treasury, after outstanding debts and claims have been paid, shall be donated to the University of Florida College of Engineering.

ARTICLE XI. AMENDMENTS

SECTION 1:

Amendments to the BEC Constitution and Bylaws may be proposed by any voting member of the BEC.

Proposals shall be referred to the Constitution and By-Laws Committee, which will verify adherence to University and Student Government rules and guidelines.

SECTION 2:

After proposed amendments are reviewed and accepted by the Constitution and By-Laws Committee, the proposal shall be read at the next general body meeting. Upon a unanimous vote of voting BEC representatives to proceed, the proposed amendments shall be voted on. Else, voting on the proposed amendments shall take place at the next scheduled general body meeting. The amendments shall be adopted upon approval by a majority vote of the quorum. Proposed or approved amendments are subject to ratification by the faculty advisor.

SECTION 3:

A copy of the Constitution shall be maintained by the Vice President of Communications and copies shall be made available to any member upon request.