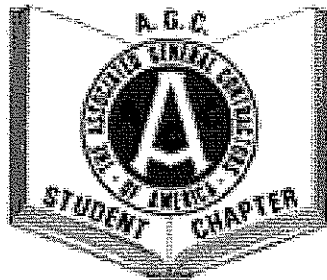


# Pratt

## Construction Management



### Constitution for the AGC Student Chapter of Pratt Institute

President: Christopher Petersen

Vice President: Robert Avitabile

Revised: 12/03/07

## Article I - General

**Section I:** The name of this organization shall be the Associated General Contractors of America Student Chapter of Pratt Institute.

**Section II:** This organization shall seek recognition by the Associated General Contractors of America and similar bodies. The purpose of this organization shall be to advance the knowledge of its members in the field of construction management. It shall also provide an encouraging and helpful atmosphere for its member's social and professional goals.

**Section III:** The primary office of this student chapter shall be located at:

The Pratt Institute  
Manhattan Campus  
144 West 14<sup>th</sup> street, 4<sup>th</sup> floor  
New York, NY. 10011

## Article II – Membership

This organization does not discriminate against anyone being a member based on race, creed, color, national origin, age or sex.

**Section I:** Membership is open to all students of Pratt Institute and shall consist of two types, Regular and Honorary.

**Section II:** Students may become members at any time during the scholastic year.

**Section III:** No vote shall be required for membership; however, all members are required to attend bi-monthly meetings, held at the discretion of the executive board.

**Section IV:** Failure to attend bi-monthly meetings may result in a suspension of membership, as well as the right to participate in all chapter activities.

**Section V:** Honorary members are those appointed by the executive board and its membership with a majority vote. An honorary member shall not have voting privileges.

## Article III - Officers

**Section I:** The chapter shall have three (3) officers; President, Vice President and Secretary/Treasurer.

**Section II:** Officer Duties

- President:
  - Shall preside over all club meetings and appoint committees as needed with approval from the executive board
  - Shall vote only in the event of a tie
  - Shall assume all other executive duties not otherwise delegated
  - Shall act as a intermediary between the student chapter and the local chapter of the Associated General Contractors of America
- Vice President:
  - Shall decide the "rules of order" in the event of a problem
  - Shall preside over meetings and have full presidential authority in the event of the president's absence
  - Shall prepare an annual report of proposed activities for the upcoming scholastic year
- Secretary/Treasurer:
  - Duties of the secretary and treasurer shall be combined into one role
  - Shall be responsible for recording minutes for all meetings. In addition, the secretary/treasurer shall send all memo's and correspondence for the chapter upon approval by the president/vice president
  - Shall administer all financial records and prepare annual financial reports and proposed budgets.

**Section III:** The membership shall appoint a faculty advisor to aid and council the membership on activities.

**Section IV:** Elections shall be held during the last chapter meeting of the spring semester.

## Article IV – Meetings

**Section I:** Regularly scheduled meetings shall be held Bi-monthly. Exact dates shall be announced with ample notice, at least two weeks prior.

**Section II:** Special meetings shall be called by the chapter officers as needed.

**Section III:** Meetings shall not be held during any breaks in or between semesters.

**Section IV:** Meetings may be excused to members unable to attend. A maximum of two (2) absences will be permissible per scholastic year.

## Article V – Executive Board Members

**Section I:** The Executive Board shall consist of: President, Vice President, Secretary/Treasurer, Faculty Advisor, and one club representative, elected by the general membership.

**Section II:** The faculty advisor may not cast a vote in elections, however, in the event of a tie, the advisor shall vote in order to break the tie.

**Section III:** The faculty advisor shall be chosen by the chapter on a two-year term. There may be multiple faculty advisors if more than one faculty member desires to be involved.

## Article VI – Committees

**Section I:** Special committees shall be appointed by the President as needed.

**Section II:** The election committee shall be appointed after all nominations for officers have been made. The committee shall be headed by the faculty advisor and two members that are appointed by the President and Vice President.

## Article VII – Term Durations

**Section I:** The duration of all elected members shall be for one scholastic year (fall semester through spring semester) unless they resign or are impeached.

**Section II:** In the event of a resignation, impeachment, sickness or inability to fulfill duties; the officer/board member will be replaced. The executive board will call an emergency election until all situations are alleviated.

## Article VIII – Voting/Elections

**Section I:** All decisions shall require a majority vote to be ratified.

**Section II:** The president shall vote only in the event of a tie.

**Section III:** No one person can run for any two offices.

**Section IV:** Nominations for office shall be announced during the second-to-last meeting of the scholastic year.

**Section V:** Members with an excused absence from the election/nomination meeting may submit an absentee ballot to the secretary/treasurer.

**Section VI:** Election results shall be disclosed during the last meeting of the scholastic year.

**Section VII:** Newly elected officers/board members will begin term at the beginning of the following fall semester.

**Section VIII:** In the event of a voting error; all votes shall be discarded, and new elections shall be conducted. In the event of a tie; the faculty advisor shall choose between the nominees.

**Section IX:** Each nominee for president and vice president must have previously been an active member of the chapter for at least one year, except for founding officers.

## Article IX – Finances

**Section I:** No organizational monies may be used by anyone for personal use.

**Section II:** The secretary/treasurer shall present an annual proposed budget, and work with the Executive board to allocate monies to be spent on projects, trips, etc. for the upcoming scholastic year.

**Section III:** Money to be spent must have executive board and membership approval.

**Section IV:** For any person to be paid back any monies spent, that person must receive approval of the President and Vice President before spending any money. After making a purchase, a receipt must be presented to the treasurer in order to insure proper book-keeping and reimbursement.

## Article X – Impeachment

**Section I:** Any officer or board member of the chapter may have impeachment proceedings brought against them for any offense deemed in the eyes of the members to be unacceptable, along with agreement from the faculty advisor.

**Section II:** The penalty for impeachment shall be that the officer is removed from office for the remainder of the school year, and he/she cannot run for office for the following scholastic year. He/she still retains membership in the organization, if the individual so desires.

## Article XI – Amendments

**Section I:** Amendments may be proposed to this constitution by any member of the chapter, at any time, and shall require a majority vote to be passed.