Constitution
American Institute of Aeronautics and Astronautics
University of Notre Dame
October 2010

Article I. Club

Section 1. American Institute of Aeronautics and Astronautics, University of Notre Dame.

Article II. Mission

Section 1. The UND chapter of AIAA exists to support the undergraduate engineering education with information and activities related to the aerospace field.

Section 2. To this end, the AIAA will sponsor lectures from industry and academia on pertinent subjects, organize trips to sites of interest in aerospace, and offer activities to promote "hands-on" learning.

Section 3. The purpose of this extracurricular aerospace club is to offer the kind of learning that is not available in the established curriculum, as well as to prepare the interested student for taking the next step in the aerospace industry of academia.

Article III. Membership

Section 1. This chapter of AIAA is open to any student, faculty, or staff member in the ND, SMC, and HC communities with an interest in the aerospace industry and related research.

Section 2. Faculty members are classified as "associated members" and cannot have voting rights or run for office.

Article IV. Membership Fees

Section 1. Club membership fees of $5 will be collected by the club treasurer at the beginning of each semester.

Section 2. Members who are current on their dues payment shall be classified as "active" members.

Section 3. Only active members may participate in club activities.

Section 4. All members of the chapter are strongly encouraged to register with the national organization at the beginning of each year.

A. Students receive individual support from AIAA (in the form of newsletters and other publications), and the national organization offers resources to collegiate chapters at the chapters' request.

B. Membership fees to the national organization support these resources, and are currently twenty dollars.

Article V. Organization

Section 1. AIAA-UND operates under a standard complement of officers: President, Vice-President, Secretary, and Treasurer.

Section 2. The president shall organize the club schedule, delegate authority to members to pursue tasks, and call meetings.

Section 3. The vice-president shall investigate special events, and work with members on organizing said events.

Section 4. The secretary shall maintain a roster of club members, make registration forms available, and communicate information to members about meetings and events.
Section 5. The treasurer shall procure funds for food and special events through Student Activities, and maintain an accurate account balance.

Section 6. The president may appoint commissioners as needed with the approval of the advisor. Once approved, the commissioners are considered officers.

Section 7. The advisor must be ex-officio member and cannot have voting rights.

Section 8. Meetings shall be held at least bi-semesterly and notification is by E-mail. The required quorum shall consist of at least one-third of the undergraduate membership. A meeting shall be held in February of each year to elect new officers.

Section 9. Election will be held by a simple ballot vote of active club members attending the election meeting. Any active club member may run for any of the club officer positions. Election to office requires a simple majority.

Section 10. In the event that no candidate receives a majority of the vote of the currently active club members, a run-off election shall be held between the two candidates receiving the most votes. In the case of a tie for a position, the members who are in a tie may either ask for a revote with only those two members as choices, or agree to be co-officers in that position.

Section 11. Only students can be officers, and it is mandatory that half the officers be underclassmen.

Section 12. In the event that an officer is judged to be deficient in his/her duties (as decided by a unanimous agreement of the other club officers and advisor), he/she may be removed by a two-thirds vote of the club's membership. The Advisor shall oversee the impeachment process to ensure a fair and democratic process.

Article VI. Funds
Section 1. All expenditures must be approved by the president and advisor before any purchase is made.

Section 2. These expenditures shall include (but not be limited to): food for meetings, meals for special speakers, supplies for special activities, and transportation to sites of interest.

Section 3. All financial transactions of the Club will be managed through the University of Notre Dame's accounting system, as stipulated by the Student Union Treasurer's Office.

Article VII. Amendments
Section 1. In order to amend this constitution, the officers will draft the amendment in cooperation with the advisor.

Section 2. It will then be presented to the members.

Section 3. A vote will require a quorum as presented in section 5, and two-thirds majority of that quorum is required for passage of the amendment.

Section 4. All amendments will be sent to the Student Activities Office for review/approval.

Article VIII. Affiliation with the national American Institute of Aeronautics and Astronautics
Section 1. The UND chapter of AIAA is associated with the national American Institute of Aeronautics and Astronautics, a national organization which purpose is to advance the arts, sciences, and technology of aeronautics and astronautics and to foster and promote the professionalism of those engaged in these pursuits.
Section 2. Should the policies of the national AIAA ever conflict with the policies and mission of the University of Notre Dame, the University policy shall supersede AIAA policy.