

## Official Constitution

### University of Illinois at Urbana Champaign Student Chapter of the American Concrete Institute (ACI)

Adopted May 29, 2003

Revised April 12, 2007

- I. Name and Affiliation  
The American Concrete Institute Student Chapter at University of Illinois at Urbana-Champaign, herein referred to as ACI-UIUC, shall be affiliated with American Concrete Institute-Illinois Chapter.
- II. Aims and Objective of the Organization  
The purpose ACI-UIUC is to encourage student interest in the study of concrete and to develop an awareness of the mission and the work of ACI through its committees, publications, and chapters.
- III. Membership
  - A. Qualifications  
Members of ACI-UIUC shall be undergraduate and graduate students enrolled at the University of Illinois who have an expressed interest in concrete and who are in good standing as evidenced by payment of student chapter dues.
  - B. Privileges and Responsibilities
    - i. Members will have the right to vote and hold office.
    - ii. Members are expected to support and participate in the activities of ACI-UIUC.
- IV. Officers
  - A. List of Officers
    - i. President
    - ii. Vice President
    - iii. Treasurer
    - iv. Secretary
    - v. Appointments (optional)
  - B. Qualifications of Officers
    - i. Officers shall be in good scholastic standing with the University of Illinois at Urbana-Champaign.
    - ii. Officers shall be members of ACI-UIUC and ACI International.
  - C. Annual Election of Officers
    - i. Nominations for all officers will be accepted at the last two meetings of the spring semester with elections to take place during the final spring meeting. Officers will be elected by a secret ballot. The vote requirement will be plurality. Officers officially take office starting September 1 the following fall semester.
    - ii. The election process shall proceed in the following order: President shall be elected first, followed by Vice President, Treasurer, Secretary, and Appointments (in that order).
  - D. Duties of Officers

- i. President- Conduct and call all meetings. The President shall be the official representative of the organization.
  - ii. Vice President- Conduct meetings in the absence of the President and coordinate any community activities.
  - iii. Treasurer- Maintain all ACI-UIUC accounts, funding and budgets.
  - iv. Secretary- Prepare documents, flyers, and meeting minutes
  - v. Appointments – duties will be assigned at the start of the term
- E. Filling Officer Vacancies  
Vacancies of officers will be filled by elections. Elections will be conducted in the same manner as annual elections. Elections must occur within 2 meetings after the vacancy.
- F. Officer Resignation  
If at any time an officer or faculty advisor wishes to resign his position, he shall do so in writing to all current officers.
- G. Former Officer Positions  
After an officer's term has been served, they shall automatically take the position of 'Former Officer' with the responsibility to mentor newly elected officers on their duties for the period of 1 year. The purpose of this position is to ensure continuity in ACI-UIUC.
- H. Method of Impeachment  
A hearing shall be held within two weeks after a motion for impeachment has been passed to allow the officer-in-question to defend their position. The vote for or against impeachment is to take place at the meeting following the impeachment hearing. Impeachments will require a two-thirds majority vote of all members.
- V. Faculty Advisors  
Advisors shall be faculty members at the University of Illinois at Urbana-Champaign and members of ACI International. Advisors will be elected annually by plurality vote at time of officer elections.
- VI. Dues  
Dues shall be set and paid annually. Change in dues will require a majority vote of members in good standing.
- VII. Meetings
  - A. Regular meetings will be held monthly.
  - B. The president may call special meetings with the consent of the advisor.
  - C. A quorum shall consist of a minimum of 1/3 of members in good standing and 3 officers.
  - D. Parliamentary authority to be used will be the Robert's Rules of Order.
- VIII. Constitution and Bylaws
  - A. Adoption of this constitution will require a 2/3 majority vote of the regular members in good standing.
  - B. Bylaws may be adopted with a majority member vote.
  - C. Amendments may be introduced by any member in good standing at regular meetings. Voting for these proposed amendments will take place at the following meeting. A 2/3 majority vote is required to pass an

amendment. Notification of amendment considerations will be announced along with regular meetings.

IX. Disbandment of the Chapter

- A. Disbandment will require a  $2/3$  majority vote of the regular members in good standing.
- B. Any student chapter funds that are left over after paying any bills is to be turned over to the Department of Civil and Environmental Engineering at the University of Illinois at Urbana-Champaign.