

NC STATE Students Chapter AATCC Constitution and By-Laws

ARTICLE I:

Section A: Name – This club is the NC State University Student Chapter of AATCC (Association of Textile, Apparel & Materials Professionals).

Section B: National Affiliation The rules and regulations of AATCC shall be followed when not inconsistent with the rules and regulations of NCSU.

AATCC Constitution (Amended October 21, 2004) Article I Name and Government Section 1: Name—The name of this Association is The American Association of Textile Chemists and Colorists. Section 2: Charter—This Association is a corporation chartered under the laws of the Commonwealth of Massachusetts. Section 3: Government—The Association shall be governed by this Constitution and Bylaws. Article II Objects Section 1: Objects—The objects of this Association shall be: To increase knowledge of the application of colorants, chemicals, and polymers in the Textile Industry. To encourage in any practical way research work on textile design and coloration, chemical processes, and materials of importance to the Textile Industry. To establish for the members channels by which the interchange of professional knowledge among them may be increased. Article III Membership Section 1: Membership—Membership in the Association shall be open to anyone interested in the objects of the Association. Section 2: Classes of Members—The membership shall consist of Senior, Associate, Student, Honorary and Corporate Members. Section 3: Right To Vote —Senior Members only shall have the right to vote, hold office and make motions in the Association. Section 4: Election—Members of all grades shall be elected by the Board of Directors. Article IV Qualifications for Membership Section 1: Senior Members—A Senior Member shall be a person with at least five years' experience in the research, design, manufacture, application, testing or sale of dyes, chemicals, fibers or fabrics, apparel, or home furnishings in the textile or apparel industries; except that the Board of Directors may at its discretion elect as a Senior Member a person possessing training and experience which may be of value to the Association. In determining fulfillment of experience requirements, graduation from a textile school of college grade or a bachelor's degree in clothing and textiles, chemistry, or other physical science will be counted as the equivalent of three years practical experience and a more advanced degree the equivalent of another year. Service for one year or more in the Armed Services of the United States of America will be accepted as a year of experience. However, the total of all such credits in lieu of practical experience shall not exceed four years. Section 2: Associate Members—An Associate Member shall be a person who cannot qualify for Senior Membership but is interested in the objects of the Association. Section 3: Student Members—A Student Member shall be a person who is enrolled in an educational institution of established standing and engaged principally in a course of study leading to qualifications for Senior Membership. Section 4: Honorary Members—An Honorary Member shall be a person who has rendered distinguished service to the Textile Industry or to this Association. Section 5: Corporate Members—A Corporate Member shall be a corporation or other organization which is interested in the objects of the Association. Article V Board of Directors and Officers Section 1: Management of Association— The affairs of the Association shall be managed by a Board of Directors. Section 2: Composition of Board of Directors—The Board of Directors of the Association shall consist of a President, President-Elect, Immediate Past President, Interest Group Chairs, one At-Large Member from each of the Interest Groups, the chief staff executive (non-voting), a Treasurer, the Chair of the Executive Committee on Research, Chair of the Publications Committee, Chair of the Education Advisory Board, and Regional Board Members. Section 3: Responsibility of Board of Directors—The Board of Directors shall have full control of the affairs of the Association, subject to the limitations of the Constitution and Bylaws. A simple majority of the entire membership of the Board of Directors shall constitute a quorum; but the Board of Directors

may make and alter Bylaws for the government of the Association only by a two-thirds vote of the entire membership of the Board of Directors.

Section 4: Elected Officers and Terms of Office—The President-Elect shall be elected to serve for a two-year term. After serving a two-year term as President Elect, the individual will automatically move to serve as President for a two-year term, and the current President will automatically become the Immediate Past President for a two-year term. No person shall serve for more than two years consecutively as President, President-Elect, or Immediate Past President. If the President cannot fulfill his/her obligation, the President-Elect will serve the remaining term of the President, and the position will remain unfilled until a new President-Elect is elected. A special called election will be held as soon as practical, or as determined by the Board of Directors, to elect a new President-Elect. The Regional Board members shall be elected from their Regions for a two-year term, and no one can serve consecutively for more than two terms or hold more than one Board of Director position at a time.

Section 5: Appointed and Confirmed Officers—The chief staff executive, the Treasurer, and the Chairs of the Publications Committee and Education Advisory Board shall be appointed by the Board of Directors. The Chair of the Executive Committee on Research and Chairs and AtLarge Members of each of the Interest Groups shall be confirmed by the Board of Directors. No individual may hold two of these offices concurrently.

Article VI Nominations and Elections

Section 1: Nominating Committee and Procedure—Nominations for the offices of President-Elect and Regional Board Members shall be made every two years (unless there is a special called election in the event the President is unable to complete his/her term) by a Nominating Committee consisting of the Regional Board Members and Interest Group Chairs or their appointees. The chief staff executive of the Association shall serve as Secretary of this Committee, but without vote. One or more nominations by this Committee for each of the offices to be filled shall be published in the Proceedings of the Association (print or electronic) not later than June. For the office of President-Elect, nomination shall be by majority vote of the entire Nominating Committee. For the nomination and election of Regional Board Members, the Regions of the Association shall be grouped geographically as defined in the Bylaws. Nominations of candidates for the office of Regional Board Member shall be by majority vote of the entire Nominating Committee.

Section 2: Additional Nominations—Any additional nomination for President-Elect signed by at least fifty Senior members, or for Regional Board Member signed by at least twenty-five Senior Members of that Region, may be filed with the chief staff executive not later than August first.

Section 3: Election of President-Elect and Regional Board Member: Proxies—The chief staff executive shall mail to each Senior member by October tenth a ballot bearing the name of every nominee for President-Elect and of every nominee for Regional Board Member from that member's Region. The ballot shall show the time and place of the Annual Meeting at 2 which it may be cast, and will include a proxy form empowering the chief staff executive to cast the ballot as instructed by the member executing the proxy. A duly executed proxy, properly marked and received by the chief staff executive within six weeks of his/her mailing date shall be cast as a ballot, according to the member's instructions in the proxy, by the chief staff executive at the Annual Meeting of the Association within the seventh week after said mailing date. Such proxy ballots will be equal in weight to those cast in person by Senior members attending the Annual Meeting, who have not executed proxies. Senior members who have executed and forwarded proxies, may, at the Annual Meeting by advice to the chief staff executive, cancel their proxies and participate in the voting. The ballots shall be counted by the chief staff executive and two tellers appointed by the President.

RESULTS OF BALLOT—to each office that candidate receiving the largest number of votes shall be declared elected.

TIES—If two or more candidates for President-Elect lead with equal numbers of votes, then ballots naming these candidates shall be mailed by the chief staff executive within three days, to all the Regional Board Members and Interest Group Chairs. On ballots received by the chief staff executive within three weeks of his/her mailing date, the largest number cast for any one candidate shall determine the election. If two or more candidates for the same Regional Board Member lead with equal numbers of votes, reballoting shall be made to the Senior members of that Region, the largest number cast for any one candidate shall determine the election.

PUBLICATION OF RESULTS— The results of election shall be published by the chief staff executive as soon as practical in printed,

electronic, or other means of communications. Article VII Meetings Section 1: Annual Meeting—The Board of Directors shall designate the time and place of the Annual Meeting of the Association for election of National Elective Officers, to be held in November of each year. For this meeting a quorum of 15 Senior members will be necessary, not including proxies sent to the chief staff executive. Section 2: Meetings of Board of Directors—Meetings of the Board of Directors shall be called through written notice to each of its members as provided in the Bylaws, with a minimum of two meetings per calendar year. Article VIII Amendments Section 1: Presentation of Proposals to Amend Constitution—A proposal to amend this Constitution may be presented at any time to the President or chief staff executive of the Association. It must be in writing and signed by one hundred or more Senior members, of whom the first shall be designated in connection with his signature as the Original Proponent. At the first meeting of the Board of Directors following receipt of the proposal, it shall be presented by the President or chief staff executive for discussion and shall be referred to the Committee on Constitution and Bylaws. This Committee may make minor changes approved in writing by the Original Proponent, and shall report at the next following Board of Directors' meeting, at which meeting the Board of Directors shall express its approval or disapproval by majority vote. PUBLICATION AND VOTE ON PROPOSAL TO AMEND—In the form on which the Board of Directors voted, together with a record of that vote and a statement from the Original Proponent of the purpose of the amendment, the proposal shall be published in the next available issue of the Proceedings of the Association, or on the Association's website as soon as practical, and accompanied by printed copy of this record of vote and statement, it shall be submitted to vote of the entire Senior membership of the Association on ballots mailed with the next ballots issued for election of officers of the Association. At any time prior to such mailing, the proposal may be withdrawn by the Original Proponent through written statement to the chief staff executive of the Association. Earlier balloting may be prescribed through request embodied in the original signed proposal and approved by the Board of Directors, in connection with its vote on the proposal. RESULTS OF VOTE— Affirmative votes on two-thirds of the ballots received within six weeks of original mailing date, and from not less than twentyfive percent of the Senior membership, shall make the amendment effective at once. If these requirements be not met in the first six weeks, additional ballots received in the next six weeks shall be counted. Section 2: Changes in Order or Number of Articles or Sections—Any changes in the order or number of the Articles or Sections of the Constitution required by an Amendment shall be made by the Board of Directors. Section 3: Previous Rules—This Constitution shall supersede all previous rules of the Association.

Section C: Purpose – The purpose of this club shall be: To provide networking and scholarship opportunities to the students of the textile college at NC State and expose members to various fields of the profession.

ARTICLE II: MEMBERSHIP & DUES

Section A: Eligibility - Membership shall be open to ANY textile student upon payment of the dues as outlined in Section B.

Section B: Dues – Dues shall be \$ 10 per year, and \$5 dollars per semester. Subject to change with national organization approval.

- Membership to the national organization is required for access to some benefits of the organization, but is not required for participation in club activities. The yearly student due is \$35.

Section C: Membership Details:

- No member of the AATCC student chapter shall have authority to represent this chapter of the association officially, or to incur any expenses in the name of the chapter of the association, except as may be authorized by specific majority vote of the board of directors. (AATCC Bylaws Article XIV, Section 1).
- Anyone involved at NC State and who is an AATCC student member will be eligible to be a voting member of the student chapter, or an elected or appointed officer of said organization with payment of annual dues to AATCC.
- One cannot vote or participate in chapter FUNDED activities unless you are a paying student member.
- In order to qualify as an active member, members must attend at least 3 social or professional events per semester.

ARTICLE III: OFFICERS

Section A: Officers – The officers shall be a President, Vice-President, Secretary, and Treasurer. Sub-positions include Recruitment Chair and Event Management chair.

Section B: Eligibility – Officers must be current NCSU students, and an active, paying member for at least one semester. ALL officers MUST be a student member of the national organization.

Section C: Election – The officers shall be elected by the club at the last meeting of the spring semester by a majority of the vote cast for that office.

Section D: Term – The officers shall serve for one year and their term of office shall begin at the commencement of the fall semester.

Section E: Vacancy – If a vacancy occurs in the office of President, the Vice-President shall assume the office for the remainder of the term and vacancies in any other office shall be filled by a special election.

ARTICLE IV: DUTIES OF OFFICERS

Section A: President – it shall be the duty of the President to:

- Preside at meetings
- Lead the planning process for meetings
- Delegate responsibility and authority to accomplish goals
- Contact speakers and oversee programming, publicity, and planning of the chapter.

- Vote only in case of a tie
- Represent the club
- Perform such other duties as ordinarily pertain to this office

Section B: Vice-President – It shall be the duty of the Vice-President to:

- Preside in the absence of the President
- Assist President in their regular duties as requested
- More directly involved in making sure that events are going as planned
- Enforce presidential assignment of duties for other officers
- Look for and recommend speakers

Section C: Secretary – It shall be the duty of the Secretary to:

- Record the minutes of all meetings
- Keep a file of the club's records
- Maintain a current roster of membership
- Issue notices of meetings and conduct the general correspondence of the club

Section D: Treasurer – It shall be the duty of the Treasurer to:

- Receive all funds and process Request for Payment, Deposit Slip, and Officer Signature Forms.
- Keep an itemized account of all receipts and expenditures and make reports as directed
- Manage purchases
- Maintain the chapter's checking and/or savings account.

Section E: Sub-positions- It shall be the duty of the:

- Event Management Chair- To search for and recommend speakers and lead or head event planning for currently planned and future events.
- Publicity/ Recruitment Chair- Manage advertisement for the club and delegating responsibilities to other officers regarding the direction of recruitment.
 - Both Chair positions are expected to help the other officers keep things running smoothly and assist them in their duties as requested.

ARTICLE V: MEETINGS

Section A: Meetings – Regular meetings shall be held bi-weekly during the regular school year. Additional events may be added due to scheduling demands or interest.

Section B: Special Meeting – Special meetings may be called by the President with the approval of the Executive Committee.

Section C: Quorum – A quorum shall consist of 50% of the membership.

ARTICLE VI: EXECUTIVE COMMITTEE

Section A: Responsibility – Management of this club shall be vested in an Executive Committee responsible to the entire membership to uphold these bylaws.

Section B: Membership – This committee shall consist of the officers as listed in Article III and the faculty advisor.

Section C: Meetings – This committee shall meet at least once between regular meetings of the club to organize and plan future activities.

ARTICLE VII: ADVISOR

Section A: Duties – The responsibilities of the faculty advisor shall be to:

- Maintain an awareness of the activities and programs sponsored by the student club.
- Meet on a regular basis with the leader of the student club to discuss upcoming meetings, long range plans, goals, and problems of the club.
- Attend regular meetings, executive board meetings as often as schedule allows.
- Explain and clarify campus policy and procedures that apply to the club.
- Provide direction in the area of parliamentary procedure, meeting facilitation, group-building, goal setting, and program planning.

- Assist the club treasurer in monitoring expenditures, fundraising activities, and corporate sponsorship to maintain an accurate and up-to-date account ledger.
- Inform club members of those factors that constitute unacceptable behavior on the part of the club members, and the possible consequence of said behaviors.
- AATCC specified requirements in addition to those previously listed are as follow:
 - Assist in nominations for AATCC Student Chapter Award and Outstanding Graduate Award by January 15th

ARTICLE IX: AMENDMENTS

Section A: Selection – these bylaws may be amended by a two-thirds (2/3) majority vote of the chapter membership.

Section B: Notice – All members shall receive advance notice of the proposed amendment at least five days before the meeting. [The time may be extended to the following meeting.]

Anti-Discrimination Clause:

Discrimination based upon race, color, religion, creed, sex, national origin, age, disability, veteran status, or sexual orientation is in violation of federal and state law and NC State University policy, and will not be tolerated.