Engineering World Health
Club Constitution

Article I. Name of Club
This organization shall be known as Engineering World Health Buffalo a Chapter of Engineering World Health (EWH).

Article II. Purpose of Club
Our mission, as an Engineering World Health chapter, is to integrate multiple disciplines within engineering and medicine to understand and address challenges faced by clinicians and technicians in the developing world. We aim to promote experiential learning through hands-on skills workshops, such as soldering and troubleshooting circuitry, and participation in design competitions to create novel medical technologies appropriate for developing countries. Through EWH sponsored programs, we intend to immerse members in the challenges of impoverished clinical settings, where they must adapt and apply their knowledge beyond the classroom setting. We aim to improve the quality of healthcare in these vulnerable communities and leave a lasting impact on our members.

Article III. Qualification of Membership
Section 1: Membership of the Chapter shall be open to any and all students interested in advancing the goals of Engineering World Health. Any undergraduate student of the University at Buffalo may become a member of the club. This club honors the Student Association full participation policy of undergraduate students.

Section 2:
Voting Member
1. Only undergraduate University at Buffalo Students may be voting members of the club.
2. In order to become a voting member one must attend:
   a. Members shall be allowed to vote after they have attended two meetings of the chapter per semester.

Non-Voting Member
3. Any undergraduate or graduate University at Buffalo student or faculty member may be non-voting member of the club.
4. Undergraduates with poor attendance at meetings.
5. In order to become a non-voting member one must attend:
   a. 1 club meeting(s), event(s), and/or community service(s) per semester.

Article IV. Officers
Section 1: Only full-time undergraduate University at Buffalo students may be officers of the club. All officers must be in academic good standing according to the University at Buffalo to become and stay officers of this club.
Section 2:
1. President
a. Be the chief executive of the Club
b. Call as well as preside over meetings of the Club
c. Serve as the liaison between the Club and the SA administrative offices
d. Communicate with EWH, the university administration, and other groups.
e. Call special meetings of the Club
f. Take care that this constitution and the laws of the student body are faithfully executed
g. Perform any administrative power or duty not provided for in this constitution

2. Vice President
   a. Exercise presidential office upon absence
   b. Assume presidential office upon vacancy

3. Treasurer
   a. Keep complete and accurate account of the Club’s funds
   b. Put in requests for use of Club funds
   c. Preside over the Fundraising Committee, if any
   d. Prepare the annual budget request packet with the President
   e. Report to the President on all relevant financial matters

4. Secretary
   a. Take minutes at Club meetings
   b. Maintain complete and accurate records of all Club meetings
   c. Report to the President

Article V. Government

Section 1: Meetings
1. There are three types of meetings:
   a. General membership meetings
   b. Special meetings
   c. E-Board meetings
2. General membership meetings:
   a. Inform members of upcoming events and changes in the club
   b. Must occur at least once a month, more if in regards to specific events or activities.
3. Special meetings
   a. Include but not limited to amendment changes, vacant officer positions, impeachment hearings, re-elections, and/or elections
4. E-Board Meetings:
   a. Must consist of at least 3 E-board members
   b. Must occur at least once a month
   c. Plan and schedule general membership meetings, future activities, and events
5. Quorum for special meetings must be fifty percent of voting membership
   a. Quorum must be met for all special meetings

Section 2: Elections
1. Only voting members of the Club may be allowed to nominate, run for office, and vote in the Club election.
2. Officer elections will be held the first meeting in March, unless a special election meeting is required.
   a. If delay is required the elections must take place before the last day of classes of the spring semester of that year.
   b. In the event an election has taken place after the last day of classes of the spring semester, the officers who were elected will remain as the officers for the summer, however, a new election must take place by the first of October of the upcoming fall semester.
3. Any voting club member is eligible for nomination, or self-nomination.
   a. Anyone running for an executive board position must be an undergraduate student of the University at Buffalo and in academic good standing. The requirement for academic good standing is defined by the University at Buffalo.
   b. A nominee may run for more than one executive position but will accept first position elected to.
4. The election will preside in this order:
   a. President
   b. Vice-President
   c. Treasurer
   d. Secretary
5. The candidate will be elected based on most votes received. Therefore there will be no run-off votes, excluding a tie.
   a. In the event of a tie, a run-off vote will be limited to candidates who had previously tied.
6. The newly elected E-board will take office after the last day of classes of the spring semester of that year.
7. In the event that the Vice President, the Treasurer or the Secretary must resign their position, a special meeting shall be held within two weeks of the approved resignation to fill the position. Nomination criteria are defined in Section 2.1.

Section 3: Impeachment/Removal Process
1. Grounds for removal of an officer are as follows:
   a. Violation of the Undergraduate Student Association(SA) policies
   b. Violation of the rules and regulations set forth in the current University student rules and regulations
   c. Failure to perform the duties of the office as set forth in the constitution and bylaws of the Club
   d. Failure to uphold the provisions of this constitution and bylaws
2. The procedure to call for removal are as follows:
   a. The Club must notify their Council Coordinator as well as the Student Association Elections and Credentials Chair
   b. A petition with at least twenty percent of the clubs voting membership signatures must be submitted to an executive board officer
   c. The officer will call a special meeting which will occur one week after the petition has been submitted
d. At this meeting the charges against the offending officer will be presented, as well the offending officer will present their defense either in person or in writing.
e. At the same meeting, the voting membership with a two-thirds (2/3) majority vote shall decide the removal of the offending officer
f. If the offending officer is removed, the guidelines in this constitution under officer vacancy are to be followed
g. All documentation regarding the removal of the offending officer must be submitted to the Student Association administration for further review

Section 4: Resignation/Vacancy of Office

1. In the event an officer wishes to resign:
   a. The resigning officer must inform the current executive board
   b. The resigning officer must inform the Student Association administration so that office information can be updated

2. In the event an officer position becomes vacant:
   a. If the President position becomes vacant, such vacancy shall be filled by the Vice-President
   b. If a vacancy occurs for the position(s) of Vice-President, Treasurer, and/or Secretary a special meeting will be called. The special meeting will follow the exact guidelines of Section 2: Elections

Article VI. Amendments

1. Any voting member may propose an amendment to the Club Constitution
2. An amendment can be voted on after one week it has been presented
3. A two-thirds vote must be gained for the amendment to be passed
4. The amendment will put into effect during the beginning of the next academic semester
5. Amendments to this constitution and by-laws may not violate any Student Association, University at Buffalo, Student Mandatory Activity Fee Guidelines, New York State, or Federal rules, regulations, or laws
6. Once passed, amendments and an updated constitution must be turned into the Student Association Office and the Council Coordinator for review and approval