

Constitution of the Ramblin' Rocket Club at Georgia Tech

Established 09 November 2012

Article I – Name

This organization will be known as Ramblin' Rocket Club at Georgia Tech, hereafter referred to as the Ramblin' Rocket Club.

Article II – Purpose

The purpose of the Ramblin' Rocket Club is to:

- A. To design, build, and fly rockets
- B. To apply engineering principles to the rocketry hobby
- C. To teach the principles of rocketry and flight to everyone interested in science, technology, and engineering
- D. To foster friendship and camaraderie among members and in the rocket community
- E. To share a common interest with others, especially in Georgia and the Southeast

Article III - Membership

- A. Members of the Ramblin' Rocket Club will be Georgia Tech students who meet eligibility requirements for participation in extra-curricular activities as stated in the GT Catalog and SGA policies. Only Georgia Tech students can vote or hold office.
- B. Associate members may be GT faculty, staff, or alumni, their spouses or domestic partners, and spouses or domestic partners of student members. Associate members may not vote or hold office.
- C. There will be no maximum number of members.
- D. Membership will take effect when an interested party signs the membership roster and pays all dues set for the semester.

Article IV – Officers

Section 1. According to the GT Catalog, students can only run for, and hold office if they are in good standing with the Institute (academically and non-academically).

Section 2. An Executive Board comprised of Officers will govern the activities of the organization, and the specific duties of the Officers will be as follows:

- A. **President:** The President will be the executive officer of the Executive Board and will have general supervision of the affairs of the Ramblin' Rocket Club and will preside at meetings. The President will represent the organization at conferences, conventions and faculty or alumni meetings.
- B. **Vice President:** The Vice President will be the junior executive officer and will act on the behalf of the President in the event of his/her absence. The Vice President will coordinate social events for the Ramblin' Rocket Club. The Vice President is also charged with coordinating all standing committees of the Ramblin' Rocket Club, unless he or she appoints a committee chair for the term.
- C. **Public Relations Officer:** The Public Relations Officer will lead all publicity campaigns for organization events, utilizing media such as the club social media and flyers and chalk on campus. The Public Relations Officer will also record the proceedings of each meeting and distribute the minutes to the members when necessary.
- D. **Treasurer:** The Treasurer will maintain records of all revenue and expenditures and ensure that generally accepted accounting practices and monetary controls are in place. The Treasurer will collect dues and maintain the membership roster.

- E. Safety Officer: The Safety Officer will be responsible for coordinating organization safety equipment, including but not limited to the fire extinguisher and first aid kit. The Safety Officer should be familiar with first aid techniques and general safety procedures.

Article V– Officer Elections

- A. The elections for officers for the forthcoming year will take place at the conclusion of the Spring semester no later than two weeks before finals.
- B. Election timeline and nomination processes must be announced to members at least two weeks prior to the elections meeting.
- C. Any student member may campaign or be nominated for any position on the Executive Board. The candidate names will be distributed to organization members at least 24 hours prior to the election meeting. Candidates for an office must be current, dues-paying members of the Ramblin' Rocket Club at the time of candidacy.
- D. The candidate for each office receiving a majority vote of members at the elections meeting will be considered the victor. If no candidate receives a majority vote, then there will be a run-off between the two candidates with the most votes. The candidate who receives the most votes will be the victor. If there is a tie, the highest ranking outgoing officer not involved in the run-off will make the final decision. No member can be elected to more than one position on the Executive Board at one time.
- E. New officers take office at the last meeting of the Spring semester, immediately following their election, and remain in office until the conclusion of the next election.
- F. If a position remains unfilled after the elections process the President will appoint a member to the position or re-assign duties to another officer.

Article VI- Officer Removal

- A. If an officer fails to maintain Institute requirements as stated in the GT Catalog and Article 4 Section 1, he or she shall resign immediately.
- B. If it is believed that an officer is not fulfilling his or her constitutional duties, then a petition requesting his or her removal must be signed by at least half of the voting membership or Executive Board and presented at a general meeting or Executive Board meeting depending on the origin of the petition. Then, upon verification of the validity of the petition, by the Advisor, and, at least two weeks but no more than four weeks from the date of submission, another meeting shall be held at which the grievance will be presented, with both sides having the opportunity to present a case.
- C. The Advisor, if appropriate, shall preside over the removal hearing. After all arguments have been heard, a secret-ballot vote shall be held. If at least two-thirds of the voting members present vote for removal, the officer shall be removed immediately.
- D. If the President is removed or resigns, the Vice-President will take his/her place in the interim until the next election cycle. All other officers will be nominated by the membership and voted on in accordance with Article V at the next meeting. In this case, the victor will take office immediately following election and will fulfill the term of the officer that he or she is replacing.

Article VII- Committees

- A. Committees may be created as necessary by the President or Vice President for specific events and projects not to last longer than the current officer term.
- B. Each committee will have a chair, as appointed by the Vice President.

- C. Any member or officer may be selected as a committee chair.
- D. Any number of members may be on a committee.

Article VIII – Advisor

- A. A full-time GT faculty or staff member will serve as Advisor to the organization.
- B. Nominations for Advisor will take place within the Executive Board. An Advisor will be chosen within two weeks of a vacancy. The Executive Board will choose the Advisor by a majority vote and invite him/her to serve as Advisor for the next academic year.
- C. During officer elections, the organization will vote on whether to continue the Advisor appointment or not. The vote must be a majority of those voting in order to retain the Advisor for the next academic year.
- D. The duties of Advisor include: meeting with organization officers, reviewing the yearly budget, signing all required paperwork and advising on issues of risk management, organization leadership, and Georgia Tech policy.
- E. The Advisor can be removed for not carrying out the duties and expectations as defined in this document. Any member can bring concerns to the Executive Board. The Executive Board will meet with the Advisor to discuss the concerns. After this meeting, the Executive Board will vote on whether to remove the Advisor. If there is a majority vote, then the Advisor will be removed.
- F. If an Advisor steps down, is removed, or is not re-appointed, the Executive Board will follow the process stated in Article VIII, B.

Article IX - Dues

Dues will be determined at the beginning of the year by a majority vote of the Executive Board but will not be less than the required amount designated by the Student Government Association Joint Finance Committee Policy. Dues are to be paid by the third week of the semester or by the second week of membership. Dues will be decided at the beginning of the Fall semester by a consensus of the Executive Board, and shall hold for the duration of the academic year.

Article X – Parliamentary Procedure

Robert’s Rules of Order will be used in instances not covered in this constitution.

Article XI – Constitutional Amendments

- A. Amendments to the constitution shall be submitted by members of this organization to the Executive Board in writing for consideration.
- B. Written notification of the proposed amendment to all voting members must be made by mail or email, at least two weeks in advance of any vote on changes in the constitution.
- C. A two-thirds vote of members present will be required for adoption.
- D. Amendments are subject to the approval by the Student Government Association and the Student Activities Committee.

Amendment I

- A. The President may, from time to time, establish temporary officer positions on the Executive Board of the Ramblin' Rocket Club, which may be filled by appointment and ratified by the elected members of the Executive Board. Temporary Executive Board officer positions shall be dissolved at the conclusion of the following election or instituted by Constitutional amendment. Article V Item B may be waived for newly established positions during Constitutional amendment meetings granted that the new position is instituted by Constitutional amendment prior to the election or appointment of a person to the new position.

- B. The position of Secretary shall be created under Article IV Section 2 Item F and shall have the following duties: the Secretary will record and report the proceedings of Ramblin' Rocket Club at its events and meetings. The Secretary will lead the maintenance of official club information sources, namely the primary club email list, the club website, and the club email address.
 - 1. The following shall be stricken from the duties of the Public Relations Officer in Article IV Section 2 Item C:
"The Public Relations Officer will also record the proceedings of each meeting and distribute the minutes to the members when necessary."

- C. In the event that an officer of the Executive Board resigns his or her position, the President (or highest-ranking officer) shall replace the outgoing officer pursuant to Article V Item F, or shall call for a special election pursuant to Article V Item B. In either case, the tenure of the new officer shall be from the vacancy of the office until the conclusion of the next election, superseding Article V Item E.

Ratified on the 30th day of October 2014.