

CONSTITUTION OF THE BENTON ENGINEERING COUNCIL

At the University of Florida
(Revised January 2017)

PREAMBLE

By recognizing the importance of the development of engineering knowledge and skills for the continued advancement of ourselves, our University, our community, and human welfare in general; and by further recognizing the need for a student organization that unites the efforts of the respective societies to achieve these goals,

We, the members as a united group, pledge ourselves to the promotion and understanding of the profession of Engineering; hence,

We, the members and elected representatives of the Benton Engineering Council at the University of Florida, do hereby adopt the following constitution.

ARTICLE I. NAME OF ORGANIZATION

The name of this organization shall be the Benton Engineering Council. This organization will utilize the acronym BEC.

ARTICLE II. PURPOSE STATEMENT

The objectives of the BEC shall be:

1. To promote a professional attitude among students as a not-for-profit organization;
2. To act as the executive and sole legislative body for all students in the Herbert Wertheim College of Engineering and those students in the member societies;
3. To stimulate a unified state of objectives in the student activities of the Herbert Wertheim College of Engineering and among member societies;
4. To sponsor and coordinate projects that will benefit the College, the University, and the community;
5. To allocate monies which have been approved by the Student Government Budget Committee, the Board of College Councils, the BEC President, the BEC Treasurer, and the relevant society treasurers in BEC to member societies or organizations for the execution of engineering projects or travel that furthers the previous objectives.

ARTICLE III. COMPLIANCE STATEMENT

Upon approval by the Department of Student Activities and Involvement, the Benton Engineering Council shall be a registered student organization at the University of Florida. The Benton Engineering Council shall comply with all local, state and federal laws, as well as all University of Florida regulations, policies, and procedures. Such compliance includes but is not limited to the University's regulations related to Non-Discrimination, Sexual Harassment (including sexual misconduct, dating violence, domestic violence, and stalking), Hazing, Commercial Activity, and Student Leader Eligibility.

ARTICLE IV. UNIVERSITY REGULATIONS

Section A. Non-Discrimination

BEC agrees that it will not discriminate on the basis of race, creed, color, religion, age, disability, sex, sexual orientation, gender identity and expression, marital status, national origin, political opinions or affiliations, genetic information and veteran status as protected under the Vietnam Era Veterans' Readjustment Assistance Act.

Section B. Sexual Harassment

BEC agrees that it will not engage in any activity that is unwelcome conduct of sexual nature that creates a hostile environment. Behaviors that could create a hostile environment include sexual harassment (which could include inappropriate sexual comments), sexual misconduct, dating violence, domestic violence, and stalking.

Section C. Hazing

BEC agrees that it will not initiate, support, or encourage any events or situations that recklessly, by design, or intentionally endanger the mental or physical health or safety of a student for any purpose including but not limited to initiation or admission into or affiliation with any student group or organization.

Section D. Responsibility to Report

If this organization becomes aware of any such conduct described in this article, BEC will report it immediately to Student Activities and Involvement, the Director of Student Conduct and Conflict Resolution, or the University's Title IX Coordinator.

ARTICLE V. MEMBERSHIP

Membership in this organization is open to all enrolled students at the University of Florida. Non-enrolled students, spouses, faculty, and staff may be associate members; however, they may not vote or hold office. All members and associate members are free to leave and disassociate without fear of retribution, retaliation, or harassment.

ARTICLE VI. OFFICERS

The executive officers of the BEC shall include the President, the Vice President of Communications, the Vice President of Programs, the Treasurer, and the Secretary. Election and duties of officers shall be as provided for in the Bylaws. Terms of office shall last one year. Terms will begin at the end of the spring semester in which elected and shall continue through to the end of the following spring semester.

SECTION A: Qualifications of officers

All members of BEC shall be eligible to serve as officers of the organization provided that:

1. They shall have a minimum 2.5 GPA for all college work completed as of the date of their election, as specified by Student Government guidelines.
2. They will be registered full-time undergraduate, post-baccalaureate or graduate students at the University of Florida for the Fall and Spring semesters of the term of office.
3. They shall be free of any academic and/or conduct probations.
4. The President of BEC may not be a President or Treasurer in another BEC society.
5. The Treasurer of BEC may not be a President or Treasurer in another BEC society.

SECTION B: Duties of the officers

PRESIDENT

The President shall:

1. Have general supervision of the affairs of the BEC and preside at all meetings.
2. See that the other BEC officers perform their duties in accordance with the BEC Constitution and Bylaws.
3. See that standing committees are performing their duties as described in the BEC Bylaws; acts as an exofficio member of these committees.
4. Appoint ad-hoc committees necessary to perform special functions; act as an ex-officio member of these committees.
5. Prepare a written end-of-term report of all BEC activities, which occurred during term of office; submit a copy of this report to the faculty advisors and the incoming President.
6. Be authorized to submit to Student Government proper forms for the allocation of BEC
 1. funds for projects, which have been approved by the BEC President and Treasurer.
7. Maintain active relations with the Board of College Councils Executive Board.
8. Maintain active relations with the Student Body Treasurer.
9. Maintain active relations with corporate sponsors.
10. Maintain active relations with the University of Florida Foundation and the Administration of the Herbert Wertheim College of Engineering.

VICE PRESIDENT OF COMMUNICATIONS

The Vice President of Communications shall:

1. Perform all duties of the President in the event of the President's absence.
2. Arrange the time and location of all BEC meetings.
3. Maintain electronic copies of the BEC Constitution and Bylaws; make these copies available to BEC members upon request.
4. Create offices or committees whose responsibilities are a subset of the responsibilities of the Vice President of Communications. Appointment to these offices and committees alongside their method of governance is at the discretion of the Vice President of Communications. Approval of the creation of these offices and committees is at the discretion of a majority vote of the BEC Executive Board.
5. Exercise the authority for the final approval of the Corporate Sponsorship Packet, as proposed by the Treasurer.
6. Prepare a written end-of-term report of BEC activities conducted through the office of the Vice President of Communications; submit a copy of this report to the incoming Vice President of Communications.
7. Be responsible for maintaining the BEC website, listserv, and other forms of online presence.
8. See that the BEC President performs his or her duties in accordance with the BEC Constitution and Bylaws.
9. Manage corporate relations for non-financial affairs.

VICE PRESIDENT OF PROGRAMS

The Vice President of Programs shall:

1. Perform all duties of the President in the event of the President's and Vice President of Communication's absence.
2. Create offices or committees whose responsibilities are a subset of the responsibilities of the Vice President of Programs. Appointment to these offices and committees alongside their method of governance is at the discretion of the Vice President of Programs. Approval of the creation of these offices and committees is at the discretion of a majority vote of the BEC Executive Board.
3. Appoint the directors of BEC special programs and meet with the directors regularly.
4. Fully acquaint the current program directors with programs and objectives
5. Report to the President and general assembly of the status of the BEC programs.
6. Prepare a written end-of-term report of BEC activities conducted through the office of the Vice President of Programs; submit a copy of this report to the President, the incoming President, and the incoming Vice President of Programs.

TREASURER

The Treasurer shall:

1. Advise the Executive Board and general public of the current financial status of BEC.
2. Act as Board of College Councils (BOCC) Representative for BEC or find a suitable replacement. The BOCC Representative shall:
 - a. Attend all meetings of the BOCC.
 - b. Provide the BEC executive board with minutes of meetings of the BOCC.
3. Fully acquaint the incoming Treasurer and incoming President with financial activities.
4. Be authorized to submit to Student Government proper forms for the allocation of BEC funds for programming or travel activities.
5. Prepare a written end-of-term report of BEC activities conducted through the office of the Treasurer, include all pertinent recommendations or suggestions that would improve BEC operations; submit this report to the incoming Treasurer and incoming President.
6. Maintain active relations with the Board of College Councils Executive Board.
7. Maintain active relations with the Student Body Treasurer.
8. Maintain active relations with corporate sponsors.
9. Maintain active relations with the University of Florida Foundation Office.
10. Maintain active relations with Student Government and Student Government Finance
11. Maintain active relations with the Herbert Wertheim College of Engineering Student Senators.
12. Be authorized to submit the appropriate forms and represent the BEC to the Board of College Councils, the Student Government Budget Committee, and the Student Government Allocations Committee with approval from the BEC President.
13. Be responsible for the creation of the annual Corporate Sponsorship Packet (see responsibility 5 of Vice President of Communications.)
14. Create offices or committees whose responsibilities are a subset of the responsibilities of the Treasurer. Appointment to these offices and committees alongside their method of governance is at the discretion of the Treasurer. Approval of the creation of these offices and committees is at the discretion of a majority vote of the BEC Executive Board.

SECRETARY

The Secretary shall:

1. Accurately record the minutes of the BEC general body and executive board meetings and coordinate the publication of these minutes to the general public.
2. Take attendance of society members at the beginning and end of each meeting of the BEC and advise the President on the status of the quorum.
3. Maintain a list of all BEC committees and offices and coordinate the publication of this information to the general public.
4. Assist the presiding officer in counting votes during elections.
5. Maintain a list of all voting BEC societies who have attended each BEC meeting.
6. Create offices or committees whose responsibilities are a subset of the responsibilities of the Secretary. Appointment to these offices and committees alongside their method of governance is at the discretion of the Secretary. Approval of the creation of these offices and committees is at the discretion of a majority vote of the BEC Executive Board.
7. Report any absences of members to the President of BEC and to the society President and representative of the absentee within one week of the missed meeting and inform the council of any representative missing more than the allotted number of meetings.
8. Execute all BEC correspondence as directed by the President.
9. Send a notice of BEC meeting dates and activities to the faculty advisors, to the
 1. Engineering Administration, and to the Board of College Councils.
10. Prepare a written end-of-term report of BEC activities conducted through the office of the Secretary including an attendance record of all participating societies for the previous semesters; submit a copy of this report to the incoming Secretary and incoming President.

SECTION C: Impeachment

Any representative of BEC has the right to bring charges of misconduct, neglect, or misuse of authority against any of its officers. Upon the vote of a simple majority of the voting representatives of the BEC, impeachment proceedings shall be commenced. The accused shall be informed in writing of the charges. At the next regularly scheduled meeting of BEC, the accused shall have the right to defend one's self against the charges. Expulsion shall only be by a two- third majority secret ballot of a quorum of the voting representatives of the BEC.

SECTION D: Special Elections

If the office of the President should become vacant during the term of office, the Vice President of Communications shall assume the office. All other vacated offices shall be filled by a majority vote at the next regularly scheduled meeting following the opening of nominations. All other vacated offices may be filled by a person appointed by the executive board (majority vote) until a person is elected by majority vote at a regularly scheduled meeting. If any elected officer should resign before taking office, then the office will be reopened for nominations and filled by a majority vote as stipulated by Article VII Section 1 and Section 2 of the BEC constitution.

SECTION E: Assistants to the Executive Officers

Executive Officers may appoint assistant(s) to their respective position. Each assistant must be approved by the Executive Board prior to appointment. The method for approving assistants is at the discretion of that year's Executive Board.

ARTICLE VII. ELECTIONS

SECTION A: Nominations of Officers

Nominations for officer positions shall open during the third to the last meeting of the Spring semester and shall close 15 minutes prior to elections. Candidates must meet all University requirements for officers of student organizations, the requirements as outlined in Article IV Section 1 of the Constitution. Nominations must be submitted in writing or by e-mail to the BEC President. Candidates may be nominated by peers or self-nominated. Candidates must accept nomination in writing or by email to the BEC President.

SECTION B: Election of Officers

The election of officers shall occur during the second to the last BEC meeting of the Spring semester. Voting shall be open to all voting members (see Article XI). Candidates may run for multiple positions and must decide in advance which positions they choose to run for. Slating down officer positions during elections is not permitted. The current President and Secretary of BEC shall be present when the ballots are counted and shall announce the results immediately following completion of the ballot counting. The person receiving the majority of votes for each office shall be elected. In the event a clear majority is not received, the two candidates receiving the most votes shall have an immediate runoff election. The run-off election shall be held by secret ballot of the voting members of the BEC. The presiding officer shall only vote in the event of a tie between the two run-off candidates.

ARTICLE VIII. FACULTY ADVISOR

One faculty advisor will be selected and approved by a majority vote of the Executive Board of BEC. The Faculty advisor will serve as a liaison between the BEC and the administration. The term of the faculty advisor is to be one academic year. If the Faculty Advisor leaves, or the Executive Board votes (simple majority) to remove the Faculty Advisor, the Executive Board must then appoint and vote on a replacement Faculty Advisor (simple majority) to serve out the remainder of the academic year in which they enter the position.

ARTICLE IX. FINANCE

No dues shall be collected as a criterion for membership in the BEC.

ARTICLE X. DISSOLUTION OF THE ORGANIZATION

In the event that the BEC dissolves, all monies left in the treasury, after outstanding debts and claims have been paid, shall be donated to the University of Florida Herbert Wertheim College of Engineering.

ARTICLE XI. BEC REPRESENTATIVES

SECTION A:

The BEC shall consist of (1) one representative with voting privileges per society, (2) ex-officio members such as Herbert Wertheim College of Engineering senators without voting privileges, (3) BOCC Executive Officers as defined by student government without voting privileges, (4) BEC officers without voting privileges (with the exception of the President in case of a tie as specified in the Bylaws), (5) non-voting members who wish to participate (any registered UF student).

SECTION B:

Each member society within BEC shall elect one voting representative. The selection process of each representative is to be determined by that organization's Executive Board. Further stipulations for the voting representatives exist in Article VI of the Bylaws.

SECTION C:

Each society must submit a Letter of Intent to the BEC Officers as specified in Article VIII of the Bylaws. If a society does not submit a Letter of Intent, the society is not allowed to maintain membership status within BEC.

SECTION D:

Each society shall be responsible for being familiar with and adhering to the Constitution and Bylaws of the BEC.

ARTICLE XII. AMENDMENTS

SECTION 1:

Amendments to the BEC Constitution and Bylaws may be proposed by any voting member of the BEC. Proposals shall be referred to the BEC Executive Board, which will verify adherence to University and Student Government rules and guidelines.

SECTION 2:

After proposed amendments are reviewed and accepted by the BEC Executive Board, the proposal shall be read at the next general body meeting. Upon a unanimous vote of voting BEC representatives to proceed, the proposed amendments shall be voted on. Else, voting on the proposed amendments shall take place at the next scheduled general body meeting. The amendments shall be adopted upon approval by a majority vote of the quorum.