

Institute of Nuclear Materials Management (INMM)
The Pennsylvania State University Student Chapter Bylaws

ARTICLE I: PURPOSE

- In keeping with the bylaws of the parent organization, the Penn State INMM student chapter strives to:
 - Promote nuclear materials management, protection, nonproliferation and research.
 - Improve qualifications and preparation of those who are, or seek to be employed in areas of nuclear materials management.
 - Disseminate information through outreach and education in these fields.

ARTICLE II: MEMBERSHIP

- Created as a graduate student organization, the majority of INMM student chapter members (50+ %) must be graduate students.
- Eligibility requirements:
 - Only registered students are eligible for active membership.
 - All other persons, including but not limited to, faculty, staff, and community members, are eligible for associate membership.
- Current, active student members are allowed to vote, preside, represent, or solicit funding on the organization's behalf.
- Requirement of 10 active members in the organization must be fulfilled at all times.

ARTICLE III: RECRUITMENT/ REMOVAL

- Each new member will be given full disclosure of the organization's policies, schedule of events and activities, and the opportunities provided by the parent organization.
- All members reserve the right to refrain from participating in activities without consequences, based on personal/ religious beliefs, personal values, or moral reserve as defined by the member.
- Member(s) who violate organizational policy is subject to expulsion by a majority (largest percentage) vote.

ARTICLE IV: OFFICERS

- Full-time, officially registered active student members may serve appointed or elected positions. Officers should be student members of the INMM parent organization.
- Representing the INMM student chapter are the officers of the Executive Committee. Elections for each position will be held annually, with a maximum of 2 yearly terms in office. Candidates are chosen by majority (largest percentage) vote. The duties for each position is listed as follows:
 - President – head of Executive Committee and presides at all meetings.
 - Vice-President – assists President and fills in during absence
 - Secretary – member roster, submit meeting reports to Chapter Relations Committee Chair and Secretary of the INMM.
 - Treasurer – organization of funds, access to the Associated Student Activities office

- (ASA) account, submit annual financial to the INMM Treasurer.
- Webmaster – creating and managing chapter website.
- In the event of an unexpired vacancy, the existing Executive Committee members will appoint an active member of the organization to fill the role.

ARTICLE V: MEETINGS

- During the academic year there will be one executive board meeting at the beginning of each semester and a minimum of two bi-monthly organizational meetings during the semester.
- Any changes to the frequency of the meetings above the minimum number required is at the discretion of the executive committee.
- Yearly required meetings, and any additional meetings thereafter will be announced to all members of the organization with adequate prior notice.

ARTICLE VI: VOTING AND ELECTIONS

- Specific quorums will be determined by the Executive Committee and announced to all chapter members prior to voting.
- Nominations and elections will take place during the first chapter meeting of the year. Candidates may be self-nominated.
- No one involved in conducting elections may be an official candidate.
- Any ties will be broken by a second round of voting by the Executive Committee.
- Newly elected officers begin their terms immediately.

ARTICLE VII: FINANCES

- All organizational funds are to be handled exclusively through the ASA.
- The organization will not have an off-campus account.
- Payment of dues is not necessary for membership in the student chapter, but members are strongly encouraged pay for an annual membership in the INMM parent organization.

ARTICLE VIII: AMENDMENTS

- Executive committee and active members may propose changes to the Chapter Bylaws at any time. Passage of amendment requires unanimous support of executive committee and majority vote of active members in the organization.
- In addition, amendments to the chapter bylaws must be reviewed and approved by the Executive Committee of the parent organization
- All amendments are subject to approval by the Office of Student Activities.
- Amendments must mention when the new article will take effect.

ARTICLE IX: PARLIAMENTARY AUTHORITY

- The parliamentary authority used to cover cases not specifically covered by the constitution will be *Robert's Rules of Order, Newly Revised* by Sarah Corbin Roberts.

ARTICLE X: ACCESSIBILITY OF THIS BYLAWS

- A copy of the constitution will be available to anyone upon request.

ARTICLE XI: ADVISOR

- Advisor must be a full-time faculty or staff member at The Pennsylvania State University and he/she will be chosen by the organization.
- The selection of the advisor will be based on his/her research interests, membership in the INMM parent organization and consent to advise the INMM student chapter.