

# Pi Tau Sigma Constitution

## Preamble

PREAMBLE In order to establish a closer bond of fellowship which will result in mutual benefit to those men and women in the study and in the profession of mechanical engineering, who by their academic or practical achievements, manifest a real interest and marked ability in their chosen work, this constitution of the Michigan Pi Rho Chapter of the Pi Tau Sigma Mechanical Engineering Honor Society was established.

## Article I. Name

ARTICLE I. NAME Section 1. The name of the organization shall be Pi Tau Sigma.

## Article II. Purpose

ARTICLE II. PURPOSE Section 1. The purpose of this organization shall be to encourage and recognize superior scholarship, to foster the high ideals of the engineering profession, to stimulate interest in and coordinate departmental activities, to promote the mutual professional welfare of its members, and to develop in mechanical engineering students the attributes necessary for effective leadership in civic responsibilities.

## Article III. Membership

### Section 1.

ARTICLE III. MEMBERSHIP Section 1. Students shall be deemed eligible for membership based on their scholastic standing in the mechanical engineering department at the University of Michigan Ann Arbor campus. The top 25% of the junior class and top 33% of the senior class will be invited to initiate. Graduate students may be eligible for membership if they completed their undergraduate degree at a school where a Pi Tau Sigma chapter was not available. Such graduate students must obtain two recommendation letters from Pi Tau Sigma faculty in accordance with the National Pi Tau Sigma constitution.

### Section 2.

Section 2. Eligible students shall become active members by completing initiation requirements throughout one academic term, by participating in a formal initiation ceremony following the National Pi Tau Sigma guidelines, and by paying a one-time fee to cover national registration dues. The initiation requirements shall be determined by the executive board, and will generally include required attendance at all weekly meetings, interviews with active members and other initiates, hours dedicated to service, fundraising, committee work, and social activities, and completion of a written exam.

### Section 3.

Section 3. Once a member has completed all requirements and initiation proceedings, he is declared an active member of Pi Tau Sigma and is registered with the national organization. Membership status is lifelong and cannot be revoked.

## **Section 4.**

Section 4. Pi Tau Sigma will not base membership or eligibility based upon an individual's race, color, national origin, age, marital status, sex, sexual orientation, gender identity, gender expression, disability, religion, height, weight or veteran's status. Pi Tau Sigma will use the same nondiscrimination policies outlined by the University of Michigan.

## **Article IV. Officers**

### **Section 1.**

Section 1. The officers of Pi Tau Sigma shall consist of five executive committee officers, outlined below, several standing committee heads, as described in the bylaws, and one faculty advisor. 1. President: The president should provide leadership in the chapter by presiding over the chapter meetings as well as in delegating tasks to the other student officers. He or she should be in regular contact with the chapter advisor regarding chapter activities and the needs of the parent or chapter organization. He or she should also encourage sufficient communication with the other officers to ensure that chapter needs are being met. The president is also responsible for attending all required presidents meetings of the U of M Engineering Council and ensuring that the chapter is in good standing with all relevant governing bodies. 2. Vice-President: The vice-president should work closely with the pledges for the initiation process. He or she should oversee chapter traditions with regard to pledges. He is also to assist the president in the initiation ceremony. The vice-president should also communicate regularly with the faculty advisor and be active in the processing of new members. 3. Secretary of Affairs: The secretary of affairs is responsible for securing corporate speakers for meetings and the initiation banquet. He or she is also in charge of ordering and distributing pins, portfolios, and stoles from the national chapter. He or she should also prepare the annual chapter report for submission to the International Pi Tau Sigma Office. 4. Corresponding Secretary: The corresponding secretary is responsible for posting notices for upcoming meetings as well as for recording the minutes of the chapter meetings and communicating important information to the membership. He or she is also responsible for sending out membership invitation letters to the parents of initiates. 5. Treasurer: The treasurer is responsible for the collection of membership dues and in dealing with other chapter financial matters. He is responsible for attending all required treasurer's meetings for governing bodies such as the U of M Engineering Council and ensuring that the chapter is in good financial standing. He or she is also responsible for securing refreshments for all general body meetings.

### **Section 2.**

Section 2. The chapter advisor should be an energetic faculty member with an interest in the purpose and goals of Pi Tau Sigma and with a strong interest in students. The faculty advisor should be accessible to student members, mentor students and provide resources, and facilitate interactions at all levels (department, industry, etc.). The advisor should be a member of Pi Tau Sigma or should be elected as an honorary member.

### **Section 3.**

## **Article V. Operations**

### **Section 1.**

Section 1. All active members are eligible to run for an officer position, with the exception of the president, which must have previously served at least one term as a committee head or executive board member.

## **Section 2.**

Section 2. All officers will serve one term consisting of the fall or winter semester with the exception of the Secretary of Affairs, who serves for two terms consecutively. Officers will be nominated and elected by a majority vote of members present and voting at a general body meeting the preceding term. There are no imposed term limits or restrictions.

## **Section 3.**

Section 3. Officers will assume their positions at the officer transition meeting at the end of each term, where they will have the opportunity to receive an exit report from the outgoing officer.

## **Section 4.**

# **Article VI. Finances**

## **Section 1.**

Section 1. Activities will be financed through fundraising events, donations from corporate sponsors, departmental contributions, and allocations received from the U of M Engineering Council and MSA.

## **Section 2.**

Section 2. The treasurer is responsible for maintaining all financial documents and relevant accounts. The president and/or another executive board member will also be co-signers on the accounts.

# **Article VII. Amendments**

## **Section 1.**

Section 1. Amendments to the constitution and by-laws may be proposed by any active member by a written proposal submitted to the executive board.

## **Section 2.**

Section 2. Any active member may propose an amendment.

## **Section 3.**

Section 3. The proposed amendment will be communicated by email to the membership, and discussed and voted on at the next general body meeting. A 2/3 majority vote is required to pass an amendment.

# **Article VIII. Registration Renewal**

## **Section 1.**

## **Article IX. Removal of Membership**

### **Section 1.**

Section 1. A committee head may be removed from his or her duties by a decision of the executive board, and replaced by nomination of the board or a volunteer from the active membership.

### **Section 2.**

Section 2. An executive officer may be removed by a 2/3 vote of the active membership present and voting at a general body meeting, and replaced by a majority vote at the same meeting.

### **Section 3.**

Section 3. Members of the organization shall not be removed unless by extenuating legal circumstances.

### **Section 4.**

Section 4. There is no process for removal of members.

## **Article X. By-Laws**

Section 1. Standing committees shall be established to oversee the various functions of the organization. Committee heads will be elected as outlined in Article V. Each committee chair will be responsible for reporting to an executive board member. Specific committee responsibilities will be determined and communicated by the executive board. Committees may include but are not limited to: 1. Academic 2. Design 3. Social 4. Department 5. Publicity 6. Webmaster 7. Events 8. UMEC 9. Office Manager 10. Alumni 11. Big Sib/Little Sib 12. Service 13. Fundraising 14. Sports 15. ME Survival Guide 16. Newsletter  
Section 2. General body meetings will be held weekly or as deemed appropriate by the executive board. All active members and current pledges will be invited to all meetings and activities.