

**oSTEM@Cornell**



## **Mission Statement**

oSTEM@Cornell chapter's purpose is to educate and foster leadership among LGBTQA students in the STEM fields. In particular, oSTEM@Cornell strives:

- (a) To serve and affirm people who identify as LGBTQA.
- (b) To promote the participation from and development of LGBTQA communities in STEM disciplines.
- (c) To educate and develop students of STEM disciplines, preparing them for graduation. To support and contribute to the dynamic network sustained by oSTEM Incorporated.
- (d) To actively recruit and address the needs of diverse LGBTQA groups within the University community, inclusive of those who are historically underrepresented with regards to gender, gender identity or expression, and ethnic background.

## **Constitution and Bylaws**

### **ARTICLE I - NAME AND LOGO**

1. This organization shall be known as the oSTEM@Cornell, chapter of Out in Science, Technology, Engineering, & Mathematics.
2. The name of this organization shall be Out in Science, Technology, Engineering, and Mathematics, or oSTEM@Cornell (heretofore referred to as oSTEM@Cornell).
3. In all advertising efforts, oSTEM@Cornell shall use a logo with the chapter name prominently displayed.

## **ARTICLE II - PURPOSE**

1. Out in Science, Technology, Engineering, and Mathematics is a national LGBTQ- affirming organization that aims to provide services and support for students in science, technology, engineering, and mathematics and to create a dynamic network between students and professionals in industry and academia.

## **ARTICLE III - MEMBERSHIP**

1. Membership shall be aimed at supporting students, but shall also remain open to all faculty, staff, and alumni at Cornell
2. oSTEM@Cornell shall abide by all federal, state, and local laws and shall be responsible for its own actions, acting legally independent from oSTEM Incorporated.
3. oSTEM@Cornell shall abide by all policies set forth in the Non-Discrimination Policy of Cornell.

## **ARTICLE IV - FINANCES**

1. Dues may be collected for the Cornell chapter, and as required by the national organization.
2. The treasurer must maintain one or more accounts with Cornell, in order to accept financial transactions from sponsors.
3. By a majority, the Executive Board of oSTEM@Cornell must approve any expenses for the chapter.

## **ARTICLE V - EXECUTIVE BOARD**

### Section 1 - Positions:

1. The elected officers of oSTEM@Cornell shall be: President, Vice-President Treasurer, and Vice-President Programming. Other positions may be added, or removed as deemed fit, by vote of the Executive Body.

### Section 2 - Requirements:

1. Only members who have participated in at least three non-executive meetings/events are eligible to hold office and vote in elections.

### Section 3 - Elections:

1. The officers of this organization shall be elected annually at a general meeting of the active membership by the third week in November (right before Thanksgiving break).
2. A majority vote shall be required for elections. If no candidate for an office receives a majority vote by the second round of voting, the candidate receiving the lowest number of votes for that position shall be dropped from each consecutive ballot until one candidate receives a majority of the votes.

### Section 4 - Term of Office:

1. Interim executive board meetings are the four executive board meetings immediately following the elections. There will be two meetings before winter break and two meetings when the Spring semester begins. During these meetings the existing board shall train the newly elected board on the duties for which they will be responsible.
2. Officers shall be elected for one year. Their term begins *November 1*.

## Section 5 - Vacancy in Office:

1. A vacancy in any office, other than that of President, shall be filled by appointment by the President with the majority approval of the Executive Board.
2. Should the office of President become vacant, (one of) the Vice-President(s) shall automatically become President.

## Section 6 - Duties:

1. Executive Board:
  - 1.1. These officers shall serve on the Executive Committee, perform the duties prescribed in these Bylaws, and perform such other duties as are directed by the organization.
  - 1.2. Each officer is required to volunteer for at least one hour per week to liaison with a (non-oSTEM) STEM event.
  - 1.3. The Board will hold bi-weekly meetings, which shall be attended by all officers unless acceptable notification is given. All members must arrive on time and be prepared for the meeting.
  - 1.4. The Board must plan and execute a general body meeting every two months.
2. President:
  - 2.1. Plan bi-weekly meetings
  - 2.2. Manage Google account for oSTEM communications and documents
  - 2.3. Seek Sponsorships from local or national corporations
  - 2.4. Allocate extraneous tasks to other board members
  - 2.5. Manage live agenda, contacts, and sponsorship.
3. Vice-President Programming:
  - 3.1. Keep a record of oSTEM's activities and take responsibility for picture taking
  - 3.2. Update and maintain oSTEM website
  - 3.3. Send out bi-

weekly emails 3.4. Maintain contact and attend meetings with the LGBT office and the leaders of its affiliated RSO's 3.5. Facilitate interaction with Science & Technology Departments/Faculties/Graduate Student Associations.

4. Vice-President Treasurer: 4.1. Take notes at each meeting 4.2. Keep a Ledger of oSTEM's finances 4.3. Submit reimbursement forms for events, food, etc. 4.4. Oversee financial dealings 4.5. Facilitate interaction with Engineering & Mathematics Departments/Faculties/Graduate Student Associations.

## Section 7 - Misconduct

1. A member of the Executive Board may be removed from their office due to gross dereliction of their duties as outlined in this Constitution. A vote of no confidence by all other members of the Executive Board shall constitute an Executive board member's removal from office.

## **ARTICLE VI - METHOD OF AMENDING BYLAWS**

### Section 1: Amendments

Proposed amendments to these bylaws shall be submitted in writing. Petitions for a proposed amendment must be presented to the Executive Body not less than thirty days in advance of the date of the General Body Meeting or other regular business meetings in accordance with the specifications in the Bylaws.

Executive Committee will present the proposal along with its recommendation to the general membership. A two-thirds vote of the general membership, as described for the status of a voting member, present shall be necessary for adoption of any bylaw amendment.