



b. Vice President:

Support President, replace President in President's absence. Serve as election commissioner of the club. The Vice President shall assist the President in the duties outlined above and always be ready to assume the duties and responsibilities of the Presidency.

c. Treasurer/Secretary:

Prepares the budget for submission to the University Budget Committee for the following fiscal year. Be familiar with rules governing disbursement of funds from University accounts. Maintain financial records for all accounts and post all items of income and expense as they occur. Process all disbursements and requisitions promptly and accurately. Keep accurate list of all members. Prepares a written statement of financial condition. Schedules meetings regularly, keeps minutes, distribute the minutes to all members in an agreed manner. Organize meetings, prepare outgoing correspondence.

d. One Appointed Active Member

Advises the Officers on the scope of organizational activities. Gives input into development and planning of activities. Assists in developing resources available for activities.

3. Election of Officers:

a. To qualify to be an officer, a student must be a voting member in good standing.

b. Nomination of officers will be annually from the floor by any member in good standing.

c. The prescribed election/selection process to be used will be by ballot, distributed to all members.

d. The candidate(s) receiving a plurality affirmative vote will be declared the winner and will take office on the first date of the spring semester of the academic year.

e. The terms of office shall be from the first date of the spring semester of the academic year until the last date of the of the winter semester of the following academic year. (a one year tenure)

4. Should vacancies occur before the completion of a term of officer, the vacancy will be filled in the following manner: Appointment by Executive Committee.

5. Impeachment charges can be brought against any officer for the following reasons: Misappropriation of funds, violation of constitution.

6. Impeachment proceedings may be enacted upon a majority vote of active members.

7. If impeachment proceeding are voted to occur, the following procedure will be followed:

year. a:

## ARTICLE V – ORGANIZATIONAL STRUCTURE

1. The Executive Committee shall consist of the following persons: Officers, Faculty Advisor, one appointed active member.
2. The Executive Committee's duties shall be to organize and oversee activities and administration of disciplinary proceedings.
3. Other committees of the organization and their duties shall be as needed.

## ARTICLE VI – FACULTY ADVISOR

1. In order to qualify to be the Faculty Advisor the individual must be a full time faculty or staff member at The University of Akron.
2. The Faculty Advisor will be nominated by the President and Vice President, and with the advice and consent of the Dean will be approved.
3. The term of office for the Faculty Advisor will be from the first date of the spring semester of the academic year until the last date of the winter semester of the following academic year. (a one year tenure)

## ARTICLE VII – RULES OR ORGANIZATIONAL PROCEDURES

1. Attendance policy for members will be by the organization's bylaws.
2. Organizational meetings will be held as required by the organization's bylaws.
3. In order to conduct business, a quorum will consist of one-half of the number of active members, plus one.

## ARTICLE VIII – FINANCE

Sources of organizational funding, besides University funding will be fund raisers as allowed and necessary. IPTLA will manage its own finances, but in accordance with rules and regulations prescribed by the University of Akron.

## ARTICLE IX – AMENDMENTS

All amendments to this constitution must be made by the following process:

1. Any proposed amendment shall be presented in writing to the membership;
2. Discussion shall occur at a full meeting;
3. A vote for acceptance shall occur at a following meeting... allowing members to think about the changes;
4. The amendment shall become part of this constitution upon a majority vote of quorum.

## ARTICLE X – NONDISCRIMINATION CLAUSE

Intellectual Property and Technology Law Association shall not discriminate on the basis of race, creed, national origin, ancestry, gender, age, handicap, veteran statute or sexual orientation in the selection of its members or in its programs unless federal or state laws allow for such exceptions.

## ARTICLE XI – STUDENT DEVELOPMENT CLAUSE

Intellectual Property and Technology Law Association shall maintain a current registration form including a list of officers, their addresses, the name of the Faculty Advisor and the most recently amended constitution with the Student Development office.