

# CONSTITUTION

## STATISTICS IN THE COMMUNITY (STATCOM)

### ARTICLE I. NAME AND PURPOSE

#### Section 1. Name

The name of this organization shall be Statistics in the Community (STATCOM) at Michigan State University (hereafter referred to as STATCOM MSU).

#### Section 2. Mission

STATCOM MSU shall provide pro bono statistical consulting to local nonprofit, governmental, and community service organizations and to engage students in voluntary, service-oriented statistical consulting and leadership.

#### Section 3. Purpose

The specific objectives and purpose of this organization shall be:

- a. to apply statistical methods and principles to have a positive impact on communities and institutions that serve those communities;
- b. to increase communication and collaboration among statisticians engaged in service-oriented statistics.

The STATCOM MSU shall have all the powers necessary or convenient to affect the purpose for which it is formed, including all powers granted by the Michigan State University's rules on Student Group Regulation as found in Spartan Life, as amended (the "Bylaws") and which do not deviate from established University policies or regulations.

#### Section 4. Duration

STATCOM MSU shall be perpetual unless otherwise stated in the Constitution or until the Club dissolves and its affairs are wound up in accordance with the Bylaws or this Constitution. As the Bylaws require, the STATCOM MSU **must register each year** between May 1st of the previous academic year until the end of the second week of the succeeding fall semester.

## **ARTICLE II. MEMBERSHIP**

### **Section 1. Eligibility**

The organization and its members will not discriminate on the basis of age, color, gender, gender identity, disability status, height, marital status, national origin, political persuasion, race, religion, sexual orientation, veteran status, or weight. The club is open to all registered MSU students with statistics, computation or related backgrounds. Only MSU students in good standing may be officers and/or voting members.

### **Section 2. Membership requirements and dues**

Membership in STATCOM MSU is a privilege and creates with it certain obligations and duties. All members assume an obligation to conduct themselves in a manner compatible with Michigan State University's function as an educational institution and agree to abide by MSU's Student Conduct and Conflict Resolution <http://studentlife.msu.edu/sccr>.

Each member agrees to volunteer for at least one consulting case or STATCOM project each year and regularly attends club meetings. Members must sign a confidentiality form.

The Committee of Directors (hereafter referred to as CoD) may establish such membership requirements and dues as the CoD shall deem necessary or appropriate. No privilege of membership shall be available until all membership requirements are satisfied and all dues are paid in full.

### **Section 3. Member in Good Standing**

A registered member is one in good standing by obeying the rules of the group written in the constitution. A member is not in good standing if a member has been found to have violated (after reasonable inquiry and investigation) one of the following:

1. the non discrimination policy as stated in II.1;
2. manipulated or otherwise tampered with a member vote;
3. treated other members in a disrespectful manner;
4. been subject to official University discipline; or
5. been subject to criminal conviction in a binding tribunal.

## **Section 4. Resignation and Termination**

The membership or team membership of any members may be terminated in accordance with this constitution. Any member may resign by notifying any officer of the club. Resignation shall not relieve a member of other charges previously accrued. A member can have their membership terminated by a majority vote of the CoD. The CoD will provide a written notice to any member found no longer in good standing the reasons for this.

## **ARTICLE III. OFFICERS**

### **Section 1. Committee of Directors**

The affairs of the organization shall be managed by its Committee of Directors. The CoD shall have control of and be responsible for the management of the affairs of the STATCOM MSU.

The CoD shall consist of the President, the Vice President, and two members. Each officer shall be a member of STATCOM whose dues are paid in full.

### **Section 2. Election**

Elections are held at the end of the spring semester. Members must have experience in statistical consulting and statistical programming to be eligible to hold a CoD positions. All officers must be approved by a majority vote of the members present and voting. The term of office for the officers shall begin and end with elections of each year. The members of the CoD shall, upon election, immediately enter upon the performance of their duties and shall continue in office until their successors shall be duly elected and qualified.

### **Section 3. Duties**

1. President's Responsibilities
  - a. Preside over club meetings and conduct club business
  - b. Keep strong positive relationships going between club members
  - c. Maintaining regular contact with the advisor(s) for the Registered Student Organization (hereafter referred to as RSO)
  - d. Develop and encourage new leadership

- e. Assigns new client projects to teams of consultants in agreement with the Vice-president and RSO advisor
  - f. May serve as primary contact for clients to ensure quality and appropriateness of service
2. Vice-President's Responsibilities
- a. Take over in the President's absence
  - b. Assist the President with the responsibilities listed above
  - c. Keep records of meetings, minutes, if applicable, schedule, client forms, and volunteer contracts and submit these to the RSO advisor(s)
  - d. Assigns new client projects to teams of consultants in agreement with the President and RSO advisor
  - e. May serve as primary contact for clients to ensure quality and appropriateness of service
3. Any Director's Responsibilities
- a. Assist the President and Vice-President with the responsibilities listed above
  - b. Attend club meetings
  - c. Must uphold MSU's mission, policies, and regulations
  - d. Maintain good public relations and circulate publicity information about the club
4. Any Committee Director may delegate a specific task or duty for a set period of time to another Director or member as long as both members agree to the terms put forth.

#### **Section 4. Compensation**

Officers of the STATCOM MSU shall not receive any compensation for their services as Directors.

#### **Section 5. Removal of an officer**

A director who fails to effectively perform his or her duties can be removed from office by a 2/3 vote of the majority of the remaining Directors. Should an officer resign or be removed, the position shall be filled via majority decision by the remaining Directors.

## **Article IV: OPERATING PROCEDURES**

### **Section 1. Annual Meeting**

An annual meeting of the team members shall take place towards the end of Spring Semester. The specific date, time and location of which will be designated by the president. At the annual meeting the team members shall elect directors, receive reports on the activities of the organization, and discuss the direction of the organization for the coming year.

### **Section 2. Special Meetings**

The CoD shall convene for special meetings when they deem necessary. All meetings shall be open to members of the STATCOM MSU.

### **Section 3. Rules of Order**

All meetings and proceedings of the STATCOM MSU shall be conducted and guided by Robert's Rules of Order.

### **Section 4. Consulting teams**

Teams are formed to collaborate on a consulting project. Each team consists of a project manager and team members. The project manager oversees the progress of a consulting project and gives advice to team members. The project manager is responsible to secure a sponsor for the consulting project, typically an MSU faculty member or Academic Specialist, and corresponds with the CoD, the sponsor, and the client. Team members must abide by the confidentiality agreement in VI.1

## **Article V: AMENDMENTS**

**Section 1:** Any member of the organization may propose amendments at any time, and such proposals must be debated at the following meeting of the CoD.

**Section 2:** Amendments shall be approved by a two-thirds majority of the CoD. An amendment shall not be approved unless a 2/3 quorum of Committee Directors is present for voting procedures.

## **Article VI: MISCELLANEOUS**

### **Section 1. Confidentiality**

To ensure uninhibited communication between the client and STATCOM MSU, members must abide by a client confidentiality policy. Each member must sign a confidentiality agreement which states that they will not discuss projects with any person outside of STATCOM MSU without the client's consent. If permission to discuss the project publicly has not been granted, a consultant must not disclose specific information that could reveal the client or the project.

*Adopted 2019-10-09*

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