**IoT Students Club Constitution**

**January 4th, 2023**

# ARTICLE I. NAME OF ORGANIZATION

The name of this organization is *IoT Students Club*. The organization will also go by *IoT SC* in marketed public material and correspondence. *IoT Students Club* is operating in Gainesville, FL**.** The organization is a University-Sponsored Student Organization affiliated with Warren B. Nelms Institute for the Connected World within the University of Florida.

# ARTICLE II. PURPOSE STATEMENT

*IoT Students Club*, an affiliated organization with the Warren B. Nelms Institute for the Connected World, promotes the advancement of the Internet of Things (IoT) among the undergraduate and graduate populations at the University of Florida. Our organization encompasses all areas of the Internet of Things addressing many of the world’s problem, including but not limited to public health, energy, education, and transportation. In this way, our student members can contribute towards creating secure, efficient, and connected communities. We host a national IoT Design Competition to showcase the IoT technology from student participants and their impact to our world. In addition, our organization provides workshops and training to students by partnering with IoT faculty and industry experts. Through our activities, *IoT Students Club* seeks to encourage student participation in the application of IoT technology to solve real-life problems to further create awareness about the enormous prospect of what IoT technology brings to our world.

# ARTICLE III. COMPLIANCE STATEMENT

Upon approval by the Department of Student Activities and Involvement, *IoT Students Club* shall be a registered student organization at the University of Florida. *IoT Students Club* shall comply with all local, state and federal laws, as well as all University of Florida regulations, policies, and procedures. Such compliance includes but is not limited to the University’s regulations related to Non-Discrimination, Sexual Harassment (including sexual misconduct, dating violence, domestic violence, and stalking), Hazing, Commercial Activity, and Student Leader Eligibility.

# ARTICLE IV. UNIVERSITY REGULATIONS

Section A. Non -Discrimination

*IoT Students Club* agrees that it will not discriminate on the basis of race, creed, color, religion, age, disability, sex, sexual orientation, gender identity and expression, marital status, national origin, political opinions or affiliations, genetic information and veteran status as protected under the Vietnam Era Veterans' Readjustment Assistance Act. Discrimination on the basis of the protected classes described in University of Florida Regulation 1.006 (Non-Discrimination/Harassment/Invasion of Privacy Policies) is prohibited.

Section B. Sexual Harassment

*IoT Students Club* agrees that it will not engage in any activity that is unwelcome conduct of sexual nature that creates a hostile environment. Behaviors that could create a hostile environment include sexual harassment (which could include inappropriate sexual comments), sexual misconduct, dating violence, domestic violence, and stalking and repeated instances of cyber abuse. Sexual harassment as described in University of Florida Regulation 1.006 (Non-Discrimination/Harassment/Invasion of Privacy Policy) is prohibited.

Section C. Hazing

*IoT Students Club* agrees that it will not initiate, support, or encourage any events or situations that recklessly, by design, or intentionally endanger the mental or physical health or safety of a student for any purpose including but not limited to initiation or admission into or affiliation with any student group or organization. Hazing as defined in the University of Florida Regulation 1.0081 (Prohibition of Hazing; Procedures and Penalties) and 4.040 (Student Honor Code and Student Conduct Code) is prohibited. If found responsible for hazing, sanctions may be imposed against the organization, its leaders and/or members.

Section D. Responsibility to Report

The University of Florida identifies Responsible Employees and Campus Security Authorities to support the health, safety, and wellbeing of campus. If *IoT Students Club* becomes aware of any such conduct described in this article, they are encouraged to report it immediately to staff in Student Activities and Involvement, the Director of Student Conduct and Conflict Resolution, the University’s Title IX Coordinator, or to their Student Organization Advisor, who are identified as mandated reporters.

Section E. Officer Eligibility

*IoT Students Club* understands, acknowledges, and agrees to uphold and abide by the specific minimal requirements regarding officer eligibility as defined in the [Registered Student Organization Classification and Officer Eligibility Policy](https://hub.policy.ufl.edu/s/article/RSO-Classification-Officer-Eligibility).

# ARTICLE V. MEMBERSHIP

Membership in this organization is open to all enrolled students at the University of Florida. Non-enrolled students, spouses, faculty, and staff are prohibited from holding membership, office, or voting powers. All members are free to leave and disassociate without fear of retribution, retaliation, or harassment.

# ARTICLE VI. STUDENT ORGANIZATION ADVISOR

The student organization advisor shall serve as a resource person and provide advisory support for the officers and members of the organization. The student organization advisor must be a full-time, salaried faculty or staff member not on extended leave for four consecutive weeks or longer during their advisor term. The student organization advisor should attend executive and general meetings, but is not required to, and the advisor shall not vote or hold office. The organization advisor shall serve for a term of one year, with the ability to be re-selected. In the event that the student organization advisor is unable to continue in their position, officers may nominate a replacement at any time, to be confirmed by a majority vote of the officers.

The advisor and Warren B. Nelms Institute for the Connected World holds the responsibility to oversee the day-to-day functions and operations of *IoT Students Club*, including the management of its finances, the selection of its members, and ensuring the organization adheres to University and department policies.

# ARTICLE VII. OFFICERS

Section A: The elected officers of *IoT Students Club* shall be President, Vice-President, and Treasurer. At no time should one person hold more than one of these positions. These officers must abide by the [Registered Student Organization Classification and Officer Eligibility Policy](https://hub.policy.ufl.edu/s/article/RSO-Classification-Officer-Eligibility).

Part 1: The President shall:

* Preside at all meetings of the organization/coordinate with the Vice-President on the work of the officers, committees, and subdivisions.
* Oversee the activities of the organization/contact with external groups that wish to collaborate/sponsor certain projects or events.
* Act as the official representative of the organization to the University of Florida and the community.
* Forms secondary officer positions as necessary and with the consent of the current elected officers.
* Organize general body meetings.

Part 2: The Vice-President shall:

* Serve as an aide to the President and shall perform the duties of the President in their absence or inability to serve.
* Coordinate with team leaders on the activities of each subdivision within the organization and ensure overall progression.
* Assist the president with available tasks as listed under the president section.
* Coordinate transition of new Executive Board Members

Part 3: The Treasurer shall:

* Receive all monies of *IoT Students Club*.
* Shall keep an accurate record of receipts and expenditures.
* Shall send monthly bank statements to designated parties including but not limited to executive board, faculty advisors, and Warren B. Nelms Institute personnel.
* Shall pay out local funds in accordance with the approved budget as authorized by the organization.
* Present a financial statement at other times when requested by the President, Vice President, or the advisors.
* If additional funds are required, coordinate with faculty/members on additional funding.
* Purchase materials when necessary.
* Orchestrate sponsorships and maintain sponsorship packet updates.

Part 4: The Secretary shall:

* Record the minutes of all meetings of *IoT Students Club.*
* Keep track of attendance at meetings, events, etc. when necessary.
* Answers the emails from the organization inbox.
* Work with the Nelms Institute’s Research Coordinator to disseminate event information through the institute’s website and social media as well as organization’s website and social media.

Part 5: The IoT Design Competition Chair shall:

* Serve as a main point of contact for the competition participants and sponsors.
* Assemble a team of members to coordinate the IoT Design Competition
* Coordinate with other officers and other organizers on the logistics of the competition, which includes but are not limited to:
  + Seeking participation through available channels
  + Asking for sponsorship and judges with the help of the advisors
  + Shipping competition materials to the participants
  + Hosting kickoff meeting and judging meeting

Part 6: The Social Chair shall:

* Organize and host social events of the *IoT Students Club*.
* Secure events spaces or rooms for the social events.
* Organize tabling for *IoT Students Club* and negotiate permits for tabling through Gator Connect.

Part 7: The Outreach Chair shall:

* Organize outreach events of the *IoT Students Club*, which includes but are not limited to workshops, tutorials, and other educational outreach.
* Recruit members to help with the outreach events when necessary.
* Contact outside organizations and schools for collaboration on the outreach events.

Part 8: The President-Elect shall:

* Shadow the current president during their outgoing semester of their term.
* Familiarize themselves with the operation of the *IoT Students Club*.
* Becomes the incoming president upon the expiration of the current president’s term.

Section B: All officers, except for President-Elect, shall serve a term of one year, with the ability to be re-elected. Officers, except for the President-Elect and IoT Design Competition Chair, shall assume their official duties at the beginning of the Summer A/C term and serve until the election meeting in the Spring term, upon which a vote shall be held for new officers for the following year. The President-Elect shall serve a term of one semester during the President’s last semester of their current term. The IoT Design Competition Chair shall serve a one-year term at the beginning of the Spring term and serve through the Summer A/C and Fall terms until the election meeting in the Fall term. The President is only eligible to run for that position for one more consecutive term if no President-Elect was elected during their most recent term. Upon nomination, any member of the club is eligible to run as an active officer unless noted by other parts of this constitution or the member has been previously impeached noted in Article VII, Section C. See chart below for term schedule:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **Summer A/C** | **Fall** | **Spring** | |
| President | Start of Term | Continuing Term | End of Term; Elections | |
| Vice President | Start of Term | Continuing Term | End of Term; Elections | |
| Treasurer | Start of Term | Continuing Term | End of Term; Elections | |
| Secretary | Start of Term | Continuing Term | End of Term; Elections | |
| IoT Design Competition Chair | Continuing Term | End of Term; Elections | Start of Term | |
| Social Chair | Start of Term | Continuing Term | End of Term; Elections |
| Outreach Chair | Start of Term | Continuing Term | End of Term; Elections |
| President-Elect | No Term | No Term; Elections | Start and End of Term |

Section C: Impeachment

Part 1: In the event an officer or member has a problem with a fellow officer, a warning may be issued.

* Warnings can be issued at any time and can be issued through a notification with the president (or another member of the executive board) where it will be up to the informed officer to issue a warning.
* If the problem that caused the warning is not resolved in a matter of a week after the non-compliant officer is warned, the non-compliant officer can be released from their position based on a private vote from all executive officers where a simple majority must be established for an officer to be released.
  + If the released officer disagrees with the decision, the released officer maintains the right to debate the decision at the next officer meeting regarding their decision to disagree with the release.
    - Respectful discussion and reasoning will be provided by both parties regarding the released officer on why they were released and why they should stay. All officers are allowed to participate. The released officer can be reinstated based on another private vote after this discussion. This vote will be written on paper and will be placed in a container where anonymity of the participating parties can be enforced. Afterwards, the votes will be tallied to decide whether the officer will be reinstated by a simple majority.
    - If the released officer does not appear at the next officer meeting following their decision to contest release, the released officer will forfeit their right to refute the dismissal.
  + If an officer is considered released, the officer is considered impeached.
  + If an officer is impeached, the officer is prohibited from applying for any executive board position in the future.

Section D: In the event that an officer position becomes vacant for reasons beyond impeachment (e.g., resignations, officer ineligibility, or similar occurrences) the president will appoint a temporary officer with the consent of the simple majority among current officers to fill that position until such time as an election can be held using the election procedures found in Article VIII. The Vice-President will become president temporarily in the event the president’s position become vacant until the position can be filled within one month of the vacancy.

# ARTICLE VII I. ELECTIONS

Nominations for an officer position shall take place during the semester preceding the expiration of that officer’s current term at the (second-to-last) general body meeting prior to the officer election meeting. Nominations shall be made through electronic submission set up by the Secretary. Any member may nominate any other club member who meets the membership requirements in Article V. A self-nomination shall need a nomination of another club member. Nominations may also be made any time before the officer election meeting prior to closing of nominations. Voting will occur by secret ballot and a simple majority vote is required to elect an officer. If there are more than two candidates running and no candidate receives a majority vote, there shall be a run-off vote between the top two vote recipients. Elections should take place at the end of the Fall semester for President-Elect and at the end of the Spring semester for all other positions to allow for turnover between old and new board.

# ARTICLE IX. FINANCE

*IoT Students Club* will receive financial assistance from the Warren B. Nelms Institute for the Connected World and outside sponsors to purchase operational materials, food, event supplies, and merchandise. As the organization is a University Sponsored Student Organization, *IoT Students Club* will not apply for Student Government Funding as long as it holds this distinction. *IoT Students Club* members shall not require dues for the organization, however, if an instance arises in which additional financial support is needed, then the organization may host fundraising opportunities with the participation of the organization members.

# ARTICLE X. DISSOLUTION OF ORGANIZATION

In the event this organization dissolves, all monies left in the treasury, after outstanding debts and claims have been paid, shall be donated to the Warren B. Nelms Institute for the Connected World.

# ARTICLE XI. BYLAWS FOR IOT STUDENTS CLUB

*IoT Students Club* may elect to maintain separate bylaws document to outline the day-to-day operations of the organization and to clarify policies and procedures otherwise not included in the previous articles. Bylaws and/or other guiding documents may not take precedence over the requirements sent forth by local, state, and federal laws, the university of Florida’s regulations, policies, and procedures, and the SAI constitution requirements. Amendments and changes may be made to the bylaws and shall be consistent with the SAI approved constitution on file and SAI’s constitution requirements. Should the organization transition leadership, all bylaws and guiding documents will be transitioned to new student organization leaders and/or advisor(s). *IoT Students Club* agrees to provide all unaltered by laws and guiding documents and/or clarify its procedures in writing to any university of Florida student, faculty, or staff upon request.

# ARTICLE XII. AMENDMENTS TO CONSTITUTION

Amendments to this constitution may be made at any regular meeting so long as provided notice of the proposed amendment was given one week prior to a vote. Prior to this meeting, our officers will request a copy of the constitution from the Department of Student Activities and Involvement through email. Any member is eligible to propose an amendment, and proposals should be sent to any member of the executive board. Amendments require a simple majority vote of the members in attendance at the meeting and are subject to final approval by the Department of Student Activities and Involvement.