

THE CONSTITUTION AND BY-LAWS OF THE CORNELL UNIVERSITY CHAPTER OF THE AMERICAN METEOROLOGICAL SOCIETY

ADOPTED 23 FEBRUARY 2021

ARTICLE I: NAME

1. This local chapter of the American Meteorological Society shall be known as the Cornell Chapter of the American Meteorological Society (CCAMS).

ARTICLE II: AFFILIATIONS

1. This chapter shall be affiliated with the national organization known as the American Meteorological Society (AMS) based in Boston, MA. This club shall also be affiliated with Cornell University and will register with the Dean of Students as prescribed by the Student Activities Office.

ARTICLE III: MISSION

1. CCAMS is an organization founded to support students in our major of Atmospheric Science and share our joy for weather with the Cornell community.
2. CCAMS will also strive to provide an outlet for the exchange of information (technical and educational) for all interested in meteorology and atmospheric science.

ARTICLE IV: GENERAL MEMBERSHIP

1. Membership includes the privilege to attend CCAMS events, and the right to serve as a voting member of the organization at meetings. Forecast nights, and any events explicitly designated as such, are open to both members and non-members. The email list of CCAMS is not exclusively for members, and may include non-members.
2. Membership will be open to any student (graduate or undergraduate, full or part-time) registered at Cornell, who has a genuine interest in meteorology or atmospheric science.
3. A member will be considered active if they have paid their dues, or had dues waived pursuant to Article VIII, Section 3, and attend at least three general meetings per semester..
4. In the event dues are not collected in a given semester, the membership list will be set as those either attending the first meeting, or emailing a member of the sitting executive committee regarding conflict.
5. Membership may be terminated if their activities are deemed contrary to the policies of Cornell and/or the club. A majority vote by either secret ballot by the active membership or by majority of the sitting executive committee is required for expulsion, and ties will be broken by the Faculty Advisor.
6. Members of this organization must comply with anti-discrimination policies 6.4 of Cornell University, titled Prohibited Bias, Discrimination, Harassment, and Sexual and Related Misconduct, which can be found in the Student Handbook.

ARTICLE V: ELECTED OFFICERS

1. Officers of the chapter will consist of one President, Vice President, Treasurer, Secretary, and may include one President Emeritus.
2. Elected officers may be collectively referred to as the Executive Board.

3. Officers are elected each May as prescribed by Article X of this document, for a term of one calendar year.
4. All elected officers must be active members of the club as defined in Article IV.
5. The duties and responsibilities for the office of the President are as follows:
 - a. The President MUST be a member in good standing with the AMS national organization.
 - b. The President will oversee all club operations, programs, and events.
 - c. The President will work with the membership, department, and community to accomplish the goals and objectives of this organization.
 - d. The President, in association with the Vice President and occasionally the rest of the Executive Board, will administer all general meetings and elections, as well as seeing that the chapter reports to the national AMS when required.
 - e. The President will have the power to create committees and appoint chairs to head those committees at any point during their term, with the consent of a majority of the Executive Board. The Faculty Advisor will have a tie-breaking vote on the question of appointments and creation of committees.
 - f. The President will work with the Treasurer on a semesterly and annual budget for the organization.
6. The duties and responsibilities for the office of Vice President are as follows:
 - a. The Vice President MUST be a member in good standing with the AMS national organization.
 - b. The Vice President will perform the duties of the President if the President becomes temporarily incapacitated or is otherwise unable to perform the duties of the office. If the President permanently departs the organization, through graduation, resignation, impeachment, or other scenario, the Vice President will become Acting President for the remainder of the current term. The Acting President may appoint a new Vice President with the unanimous consent of the Executive Board and Faculty Advisor.
 - c. The Vice President may propose new Chair positions and Committees, to be considered by the President and Executive Board and organized through the process set forth in Article V, Section 5, Subsection e.
 - d. The Vice President may represent the President at Committee meetings and other events at the request of the President.
7. The duties and responsibilities for the office of Treasurer are as follows:
 - a. It is the duty of the Treasurer to collect dues and keep financial records of the club's activities.
 - b. The Treasurer will work with the President on a semesterly and annual budget for the organization.
 - c. The Treasurer will draft any funding requests, including the appropriate documentation, present requests to the President for approval, and submit requests on behalf of the organization to entities including, but not limited to, the Student Activities Funding Commission (SAFC), CALS Student Advisory Council to the Dean (SAC), and the Department of Earth and Atmospheric Sciences (EAS).
 - d. The Treasurer must discreetly waive all membership or other fees for any member with need who privately reaches out to any member of the Executive Board or Faculty Advisor.
 - e. The Treasurer must be a member in good standing of the AMS national organization.
 - f. If both the President and Vice President become temporarily or permanently incapacitated, the Treasurer may assume the responsibilities of the President and Vice President only if the Faculty Advisor and Secretary both consent.
8. The duties and responsibilities for the office of Secretary are as follows:
 - a. It is the duty of the Secretary to record minutes of all meetings and to keep track of club activities to be submitted to the AMS national organization and for publication in Ithacation.
 - b. The Secretary will serve as Editor-in-Chief on the Ithacation Committee, or nominate a member in good standing to serve as Editor-in-Chief. If nominating a member in good standing, the nomination must be approved by a majority of the Executive Board. The Faculty Advisor shall have a tie-breaking vote on this nomination.
 - c. It is the duty of the Secretary to ensure that elections are reported to AMS Headquarters in a timely manner, and the AMS Chapter Listing be updated.
 - d. The Secretary must be a member in good standing of the AMS national organization.

- e. If the President, Vice President, and Treasurer become temporarily or permanently incapacitated, the Secretary may assume the responsibilities of the President, Vice President, and Treasurer only if the Faculty Advisor consents. If the President, Vice President, and Treasurer are permanently incapacitated and the Secretary assumes responsibilities, the Secretary will become Acting President and must appoint a new Vice President, Treasurer, and Secretary within fifteen (15) calendar days from the date the Secretary became Acting President. All appointees must be approved by the Faculty Advisor.
9. The duties and responsibilities for the office of President Emeritus are as follows:
 - a. If a President's term expires during a semester that the President is not graduating from the University, the outgoing President shall be offered the position of President Emeritus.
 - b. The President Emeritus shall advise the President and Executive Board whenever requested.
 - c. The President Emeritus may serve as Chair of any Committee at the request of the President, with consent of the Executive Board or Faculty Advisor not required.
 - d. The President Emeritus will replace the Secretary for and assume all duties outlined in Article V, Section 8, Subsection e.
 10. The active membership has the right to impeach and remove any officer if the officer's actions or activities warrant dismissal. Articles of Impeachment will first be presented to the Faculty Advisor who will organize and convene an Impeachment Meeting within fourteen (14) calendar days. A three-fourths majority of active members attending impeachment proceedings voting by secret ballot is required to impeach and remove. The Impeachment Meeting will be presided over and enforced by the Faculty Advisor.

ARTICLE VI: COMMITTEES

1. The President has authority on this matter as outlined in Article V, Section 5, Subsection e.
2. The Vice President has authority on this matter as outlined in Article V, Section 6, Subsections c and d.
3. There are several committees that must be formed each year:
 - a. Executive Board - Responsible for longer-term strategic planning, procurement of funding necessary for club activities, and planning of various club events. Committee will be chaired by the President and will consist of the club's elected officers (President, Vice-President, Secretary, Treasurer) and Faculty Advisor.
 - b. Ithacation Committee - Responsible for publishing the club's newsletter, Ithacation, once per semester. This committee will be chaired by the Secretary or a member in good standing as outlined in Article V, Section 8, Subsection b, who will serve as Editor-in-Chief with committee membership open to any active member subject to the approval of the Secretary.
 - c. Conference Committee - Responsible for making necessary arrangements for members to attend professional conferences including, but not limited to, the Great Lakes Atmospheric Science Symposium (GLASS), the American Meteorological Society (AMS) Annual Meeting, and the Northeast Storm Conference (NESC). Committee will be chaired by the President with committee membership open to any active member subject to the approval of the President.
4. Article V, Section 5, Subsection e and Article V, Section 6, Subsection c lay forth the process of committee creation. The creation of a new committee will be announced by the President to the membership at a regularly-scheduled club meeting, at which point applications will be solicited for a committee chair. Members will have one week to submit an application for committee chair to the President for consideration by the Executive Board who will appoint a chair by vote. In the event of a tie, the President's choice will be appointed.
5. Once appointed, committee chairs will serve for the lifetime of their committee.
6. Unless otherwise noted, Committee Chairs will have the power to appoint any member in good standing to their Committee.
7. All committees will be dissolved at the conclusion of the term of elected officers, new committees must be formed by the newly elected officers.

ARTICLE VII: FACULTY ADVISOR

1. The Advisor to CCAMS may be any faculty member in the Atmospheric Science unit of the Department of Earth and Atmospheric Science. This person will serve a two year term and be chosen by CCAMS members and the Atmospheric Science faculty.

ARTICLE VIII: DUES

1. Dues will be determined annually at the discretion of the Executive Board and collected by the Treasurer.
2. Dues should be set to a reasonable amount so as not to financially burden members.
3. As stated in Article V, Section 7, Subsection d, the Treasurer must discreetly waive all membership or other fees for any member with need who privately reaches out to any member of the Executive Board or Faculty Advisor.
4. Dues will not be enforced or collected so long as COVID-19 hinders the commencement of in-person activities.
5. Use of all dues shall be for club activities and for the betterment of the club.
6. When collecting dues, this organization will comply with anti-discrimination policies 6.4 of Cornell University, titled Prohibited Bias, Discrimination, Harassment, and Sexual and Related Misconduct, which can be found in the Student Handbook.

ARTICLE IX: MEETINGS

1. Meetings will be held at least once a month during the academic school year, at a day and time determined by the club.
2. Special meetings may be called by any officer or the Faculty Advisor if the club is given sufficient notice.
3. A quorum will be defined as three fourths of the membership, and is required for any meeting where elections and voting are to be conducted.
4. For all meetings, minutes of those meetings are to be taken and sent to all members of the club.
5. The Co-Presidents have the right to call a meeting between members of the Executive Committee and the committee chairs.

ARTICLE X: ELECTIONS AND VOTING PROCEDURES

1. Elections shall be held each spring before the conclusion of the academic year and will adhere to the following procedures.
2. For each position, a call for candidates will be made prior to elections.
 - a. The call for candidates will be open from no less than three weeks prior to elections and the call will close one week prior to elections. Members in good standing shall declare their candidacy during the period in order to be eligible for elections.
3. Following nominations, the current executive board will set a time and date for elections during a regularly-scheduled club meeting time near the conclusion of the Spring Semester. In the event of a disagreement about the time and date of elections, or if any member of the executive board has concerns about the date and time of elections, the Faculty Advisor shall set such a date and time.
4. Elections will be presided over by the current President and Vice President, and the Faculty Advisor must also be in attendance.
5. Before ballots for each position are cast, all candidates will be given an opportunity to give a speech if they so desire.
6. Elections for each position will be done by secret ballot and shall be counted by the Faculty Advisor with the results reported to the club in a timely manner. Vote counts will not be announced publicly, and questions about the election can be addressed to the Faculty Advisor.
 - a. In all the elections, if there is a tie, the Faculty Advisor shall vote to break the tie.
7. Ballots will be cast first for President, then for Vice President, then for Treasurer, then for Secretary.
8. Those who are not elected to the office for which they originally ran will have the opportunity to run for a lower office if they so desire, and as such have the option to give an additional speech for the office they are running for.

9. All those elected shall set a date and time within one week from the date of the election to meet with the previous officers to discuss when and how the transfer of duties will occur. This transfer shall be completed no later than the date of graduation as scheduled by the University.

ARTICLE XI: AMENDMENTS TO BYLAWS

1. Every member shall have access to the chapter bylaws.
2. Amendments to this document can be proposed by any member of the club, must be made in writing, and presented to the club.
3. Once officially proposed, amendments may be passed if there is a quorum present and a three fourths majority is met.


ARTICLE XII: CORNELL UNIVERSITY CODE OF CONDUCT

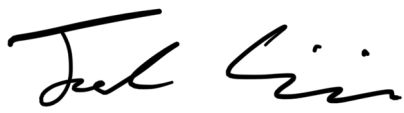
1. All members are required to follow local, state, and Federal laws, Cornell University rules, and the organization's constitution at all functions.
2. All members will abide by the Cornell Student Handbook, specifically policy 6.4 regarding Prohibited Bias, Discrimination, Harassment, and Sexual and Related Misconduct.
3. Any violation of the above will result in the expulsion and permanent ban from any club events or meetings of the violator at the discretion of the Executive Board and the Faculty Advisor.
4. Any violations may be referred to the Office of the Judicial Administrator or other appropriate authority for further investigation and/or judgements.

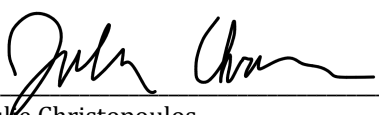
ARTICLE XIII: EMERGENCY POWERS

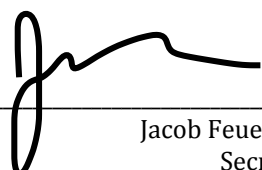
1. This article was created in response to the COVID-19 Pandemic of 2020-2021, and ensures essential club functions can continue if any emergency situation arises.
2. The President may declare an emergency, if an emergency significantly alters ordinary University operations for an extended period of time.
3. Upon declaring an emergency, the President will notify the Faculty Advisor who must approve the emergency. If the Faculty Advisor cannot be reached within 24 hours, a majority of the Executive Board may approve the emergency.
4. The President will have broad discretion in altering the form of or suspending club activities. Actions of the President can be overridden by a unanimous vote of the Vice President, Secretary, and Treasurer, or by intervention of the Faculty Advisor.
5. If an emergency occurs near a scheduled club election, every effort shall be made to hold the election, including but not limited to holding a remote election. Elections may be postponed to the beginning of the next academic semester by a unanimous vote of the Executive Board and Faculty Advisor, provided that no current elected officers will graduate during that period.
6. Any new or outstanding membership dues will not be collected.

This Constitution was adopted on 23 February 2021.


Aidan Mahoney
Co-President


Jack Sillin
Co-President


Julie Christopoulos
Treasurer


Jacob Feuerstein
Secretary