



The National Society of Black Engineers
NSBE JR. CONSTITUTION AND BY-LAWS
Jones High School

Preamble

The National Society of Black Engineers (NSBE), as a national student and professional based organization, does hereby dedicate itself to develop intensive programs for increasing interest in technical fields such as science, engineering, and math among pre-college students. Through its NSBE Jr. chapters, NSBE aims to help pre-college students explore opportunities in the technical industry. This program also strives to encourage more African American students to attend college and pursue technical degrees. Members of this organization are encouraged to participate in programs that encourage academic excellence, leadership development, and personal growth.

Article I: Name

The name of this non-profit organization, the National Society of Black Engineers Pre-College Initiative Program shall be the National Society of Black Engineers Jr. Jones High School Chapter; hereafter referred to as the NSBE Jr.- Jones High School.

Article II: Objectives

The objectives of the NSBE Jr.- Jones High School shall be to stimulate and develop interest in engineering among secondary school students; to strive to increase the number of secondary school students who choose to major in technical fields at the undergraduate and graduate school levels; and to strive to further, within its locality, the purpose and programs of the National Society of Black Engineers.

Article III: Membership

Section 1 - Definition

Membership in a NSBE Jr. Chapter shall be defined as:

- (a) Any secondary school student with an interest in pursuing a degree in engineering, engineering technology, mathematics or applied/physical science and
- (b) Has received a registered membership card issued after payment of annual national membership dues.

The Mission

To increase the number of culturally responsible Black engineers who excel academically, succeed professionally and positively impact the community



Section 2- Application

- (a) Each application for membership in a NSBE Jr. Chapter must be submitted in writing and must have a parent or guardian signature.
- (b) In the event that a secondary school student has reached the age of 18 or older, no parent or guardian signature is required for application.

Article IV: Chapters

NSBE Jr. Chapters shall be defined as five (5) or more members attending the same secondary school who have chartered a chapter of NSBE and have a least one advisor; or five or more members in the same locality who are directly affiliated, advised and chartered by an official chartered student or alumni chapter of the National Society of Black Engineers.

All chapters functioning under the official name of "NSBE Jr. Chapter" must have charters on file at the National Headquarters office.

Article V: Officers

Section 1 - Definition

- (a) All NSBE Jr. Chapters must have Executive Directors that consist of President, Vice President, Secretary, and Treasurer.
- (b) All NSBE Jr. Chapter officers must be members as defined in Article III-Section 1.

Section 2- Requirements

- (a) Only registered NSBE Jr. members shall hold the elected offices of this chapter.
- (b) Must have a grade point average of 2.5 or higher
- (c) Must be willing to serve a full year term if elected.
- (d) Must be aware of the responsibilities of the office for which they are nominated.

Section 3- Duties and Responsibilities

(a) President

- I. Present clear idea for each event
- II. Keep the member engaged
- III. Make sure the chapter learns the National Mission Statement
- IV. Preside over and lead the events.
- V. Prepare & provide an agenda for each General Body Events.
- VI. Shall serve as representative of this chapter.
- VII. Shall appoint and remove all chairpersons and members of all committees with the advice and consent of the Executive Board.

(b) Vice President

- I. Preside over the E-board & chapter in absence of the president.
- II. Delegate and perform tasks assigned by the president.
- III. Shall perform such other duties as may be assigned to them by the President.

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- IV. If the office of the President becomes vacant for any reason during their elected term, the Vice President shall become the President until the President is able to return to their position or the term expires, having the Vice President assume both positions' responsibilities, until there is no longer a vacancy within the Vice President role.

(c) Secretary

- I. Keep attendance at all General Body Events.
- II. Ensure all events are effectively publicized
- III. Keep event documentation
- IV. Shall keep all official records of this chapter

(d) Treasurer

- I. Help PCI maintain financial accounts and keep an accurate account of the Chapter's funds.
- II. Draft budget for events.
- III. Shall maintain membership roll
- IV. Shall plan fund raising events

(e) Membership Chair

- I. Shall create an ice-breaker for the beginning of each event
- II. Will lead in hosting 1 social event in the beginning and end of the school year
- III. Create methods to recruit new members

Section 4 - Elections

(a) Elections shall be held at the beginning of each school year, for a term of no more than one calendar year.

(b) No officer can serve more than two consecutive terms in the same position.

(c) Officers shall be elected in the following manner:

- I. A nominating committee, which consists of the chapter members, shall nominate a minimum of one candidate per office.
- II. The report of the nominating committee shall be made at least one meeting prior to the election meeting; at this time, nominations may be taken from the floor.
- III. A ballot shall be presented to each member at the election meeting.
- IV. The candidate who receives the majority of the votes for each position shall be the winner.

Section 5 - Vacancy in Office

A special election, using the same process as described in Article VI-Section 2, shall be held to fill any vacant offices occurring before the next regular election, except a vacancy in the office of President, which shall be filled by Vice President until the next election.

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Article VI: Events

A minimum of 6 events (with help from the PCI chair) shall be held per school year. A meeting should consist of at least one member of the Executive Committee, 25% of the members and an advisor.

Article VII: Chapter Advisors

Section 1 - Definition

Each chapter shall have one advisor. The advisor must be a faculty member if the NSBE Jr. chapter is affiliated with a secondary school or a NSBE member if a chapter is affiliated with an official NSBE student or alumni chapter.

Section 2 - Duties

The duties of the Faculty/Chapter Advisor include but are not limited to:

- (a) Providing guidance in fiscal matters and assistance in obtaining group goals.
- (b) Encouraging open communication among members.
- (c) Serving as liaison between the chapter and the school or between the chapter and the community (in case of an official NSBE Jr. chapter).
- (d) Guiding the chapter in its actions and activities.
- (e) Shall communicate in writing the progress of chapter activities at least once per school term.

Article VIII: Amendments

All amendments of this Constitution and By-Laws must be presented, reviewed and approved or disapproved by UCF's Pre-College Initiative Program Chair.

We, the undersigned, have read and agree to uphold the NSBE Jr. Chapter Constitution and By-Laws.

Chapter President Signature

Date

PCI Chair Signature

Date

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The National Society of Black Engineers

NSBE Jr. Constitution

The Mission

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