Science and Engineering Student Board (SESB)  
College of Science and Engineering

Official Constitution  
3/26/2021

"The mission of SESB is to provide resources, support, community, and advocacy for students and student groups by fostering a network of leaders within the College of Science and Engineering and the University."
Preamble

We, the undergraduate students of the University of Minnesota’s College of Science and Engineering, do hereby establish this constitution on and abide by the following core values:

Promoting collaboration in the collegiate educational experience,
Advocating for students’ needs through service to the student body,
Strengthening community by fostering inclusion and practicing outreach.

Article I. General

Section 1. The name of this organization shall be the “Science and Engineering Student Board”, hereinafter referred to as SESB.

Section 2. SESB shall be the official undergraduate student government of the College of Science and Engineering, hereinafter known as CSE.

Section 3. SESB shall operate as a non-profit organization.

Section 4. The organization shall comply with all University policies and procedures, as well as local, state, and federal laws and regulation.

Article II. Purpose

Section 1. The purpose of SESB shall be to promote and advocate for the interests of the students of the College of Science and Engineering, and to act as a liaison between the CSE student body and the University administration and faculty. SESB shall provide a platform where matters of student concern may be presented, discussed, and moved to action if necessary. Through its committees and executive leadership, SESB shall strive to improve the student experience, embrace collaborations with other student groups both within and outside the College, and provide resources to support students in the University.

Article III. Membership

Section 1. Membership is open to all undergraduate students enrolled in the University of Minnesota - Twin Cities without regard to race, color, creed, religion, national origin, sex, gender, age, marital status, disability, public assistance status, veteran status, or sexual orientation. SESB shall strive to be inclusive of historically underrepresented communities with regards to its membership.

Section 2. Membership Categories and Voting Rights

A. “General” membership is granted to undergraduate students who attend two general meetings in the same semester.
B. “Student Group Representative” membership is granted to students from each registered student organization recognized by the Office of Student Unions and Activities and by SESB as serving the needs and interests of CSE.

C. “Committee” membership shall be granted to students who attend at least two of one or more SESB Committee meetings in the same semester, or at the discretion of the committee director as outlined in Article VII, Section 3.

D. “Leadership Team” membership shall be granted to individuals in Leadership Team positions listed in Article IV upon successful election as outlined in Section 4.

E. All individuals with “Leadership Team,” “Committee,” “Student Group Representative,” and “General” membership shall have voting rights for Leadership Team elections and for other bills or proposals tabled at a General Meeting, Town Hall, or any other forum organized by the Leadership Team as outlined in Article VI, Section 2.

F. Any eligible student who attends a number of SESB General or Committee meetings that does not qualify them for voting rights as defined above shall have “Non-voting” membership.

Section 3. Eligibility and Terms

A. All voting members of SESB shall be undergraduate students enrolled in the University of Minnesota - Twin Cities.

B. “General” members shall remain members of SESB until graduation, or until they are removed by the Leadership Team as outlined in Article V, Section 2.

C. “Student Group Representative” members shall be elected to serve on SESB by their respective student groups in a manner consistent with the Constitution and bylaws of the aforementioned groups. They shall remain members of SESB until one of the below options occurs:
   a. the completion of the academic year in which they were elected,
   b. they are removed by the Leadership Team as outlined in Article V, Section 2,
   c. they are removed by their respective student groups in a manner consistent with the group’s Constitution and bylaws.

D. “Leadership Team” members must be CSE students, shall be elected as outlined in Section 4, and shall remain members of the Leadership Team until the next year’s spring semester elections, or until they are removed as permitted in this Constitution. All “Leadership Team” members must also be:
   a. Currently enrolled, student services fee paying students at the University of Minnesota Twin Cities;
   b. in good standing with the University; and
   c. free of sanctions defined in the Student Conduct Code.
E. A member filling more than one voting position may only vote once.

F. All vacancies on the Leadership Team shall be filled as described in Article V, Section 4.

Section 4. Institution of the Leadership Team

A. The President and Vice President shall be elected by SESB prior to the conclusion of the spring semester.

B. The Treasurer, Communications Officer(s), and no fewer than four (4) General Officers will be elected at the following general body forum. Prior to their election, each Leadership Team candidate must submit an application for nomination to a Communications Officer. Each Leadership Team election shall include an opportunity for speeches from all candidates, followed by discussion of candidates by the general membership and a vote by all general members in attendance.

C. The term for all officers will be until the next year’s spring semester elections, or until they are removed from office as permitted in this Constitution.

D. If the President and Vice President deem necessary, more than four General Officers may be elected as outlined in Section 4, Clause B.

E. Vacancies on the Leadership Team shall be filled as described in Article V, Section 4.

Article IV. Officers

Section 1. Officers

A. Officers of SESB (known as the Leadership Team) shall be the President, Vice President, Communications Officer(s), Treasurer, and General Officers.

Section 2. Presiding Officer

A. The President shall preside over all meetings of SESB.

B. If the President is not present, the Vice President shall preside until the adjournment of the meeting or until the arrival of the President.

C. In the absence of the President and Vice President at a scheduled SESB meeting, business may take place with a Leadership Team member filling the role of the President until the completion of the meeting or until the arrival of the President or Vice President.
D. In the absence of the President at a meeting of SESB, any business including but not limited to action items, position statements, and financial allocations must be presented to the President for approval before such actions are recognized as legitimate actions of SESB.

Section 3. The duties of the Officers are as follows:

A. President - Preside over all general forum meetings of SESB, preside over all Leadership Team meetings of SESB, set and approve meeting agendas, approve or reject all action and position items of SESB, set an annual budget for SESB with the Treasurer, delegate roles to Vice President and General Officers, and act as the official representative of SESB to (but not limited to) other registered student organizations, university and college officials, university and college administrators, university faculty, media, and other agencies.

B. Vice President - Preside at meetings in the absence of the President. Succeed the President in office if the president is removed from or officially leaves office. Assume roles as delegated from the President.

C. Treasurer - Handle all financial transactions of SESB, set a budget with the President before the first general forum meeting of SESB in the academic calendar, maintain income and expense reports, report financial data at Leadership Team meetings.

D. Communication Officer(s) - Record and produce minutes of all meetings and ensure timely posting of said minutes to SESB’s website, manage the e-mail account and distribute emails to relevant directors and voting members, manage SESB social media accounts, work to update website with events and records, and inform members of upcoming meetings via email and other electronic means. Ensure functionality of the website and work with SESB to regularly improve various features of the website.

E. General Officers - Work as a cohesive group to direct committees for SESB. Organize advocacy, initiatives, campaigns, and events in the areas of academics, membership, outreach, public relations, and other areas deemed necessary to work towards the purpose of the Science and Engineering Student Board.

Article V. Removal

Section 1. Absences

A. A “Leadership Team” member with three “unexcused” absences for SESB general or leadership team meetings in a semester, as defined in the Standing Rules, shall lose membership. The loss of membership may be appealed at the next SESB meeting, where a 2/3 majority vote of those present and voting is required to overturn the loss of membership. Excused absences are determined.
by the President and Vice President as defined in the Standing Rules of the term.

B. A “Student Group Representative” member may be removed due to a lack of attendance as per the Constitutional rules of the group they represent.

Section 2. Removal

A. Members of the Leadership Team may be removed from office for neglect of duties, refusal to carry out SESB policies, misconduct, or misuse of SESB resources or properties as determined by SESB.

B. Members of SESB may be removed only by a ⅔ majority vote of SESB. A formal written complaint must be submitted to the President - or if the President is involved, the Vice President. The decision to choose either of these platforms lies within the complainant. The President shall first attempt to mediate the matter. If mediation fails or if two weeks have passed since the complaint was submitted, SESB shall vote on the removal of the member at the next meeting. The President shall provide a copy of the complaint to all members prior to any meeting at which a vote is to be taken.

C. If the complainant chooses the voting platform to be SESB's Leadership Team and the proposal to remove the SESB member fails, the complainant has the right to petition a vote of all SESB voting members in the general meeting with the support of at least one Leadership Team member of SESB or a SESB staff or faculty advisor.

D. A member against whom a complaint has been submitted shall have the following rights:

i. To see the written complaint, and, if mediation fails, to learn the identity of the complainant prior to the meeting of SESB at which the complaint will be addressed.

ii. To respond to the complaint, both orally and in writing.

iii. To be represented (including self-representation) at any hearing or meetings where decisions regarding removal will be made.

Section 3. Resignation

A. Any Leadership Team member may resign from a position on SESB by providing written notice of resignation to the President with a notice period of at least two weeks.

Section 4. Vacancies
A. All vacancies on the Leadership Team may be filled by a majority vote of those present and voting at a meeting. No vacancy shall be filled until public notice of the availability of a position on the Leadership Team has been given to SESB for at least one week.

B. Members that fill any open positions shall be given all the rights, privileges, and duties of the specific SESB position.

C. Membership for those positions filled via the means provided in this section shall expire at the next spring semester elections or until the removal of the individual as provided for in this Constitution.

Article VI. Meetings

Section 1. Meetings

A. SESB shall meet at least four times each semester.

B. The times and dates of these meetings shall be determined by the President.

C. Additional meetings of SESB may be determined by the Leadership Team. Additional meetings may also be called either by the President or by a member who has submitted to the President a written petition signed by five members of SESB.

D. The President shall convene the first meeting of the new Leadership Team within two weeks of the public announcement of the results of the spring Leadership Team elections.

Section 2. Voting

A. All voting, unless otherwise specified in this Constitution, shall be done on the basis of a simple majority of those present and voting.

Section 3. Non-voting

A. Non-voting members shall only vote on general topics throughout the semester or voting determined by the President. They may participate in discussions at SESB meetings, hold positions on committees, and fulfill those duties assigned by SESB.

B. Non-voting members cannot participate in elections for the Leadership Team, or any other vote that requires an individual to be a “General Member” (see Article III, Section 2, Clause A).

Article VII. Committees

Section 1. Committees
A. The Leadership Team may create such committees as it deems necessary for the conduct of SESB business. The Leadership Team may also abolish any committee by a majority vote.

Section 2. Subcommittees

A. The committees may create such subcommittees as are deemed necessary for the conduct of committee business.

Section 3. Membership

A. The membership of a subcommittee shall be determined by the committee director.

B. Non-Voting members in SESB may be on committees and subcommittees.

Section 4. Duties

A. The director shall be responsible for ensuring that accurate records of all the committee and subcommittee meetings are kept.

B. The director shall regularly report the activities of each committee to SESB. Subcommittee directors shall regularly report the activities of the subcommittee to their overseeing committees.

C. Committee and subcommittee meeting times shall be determined by the director with the approval of the committee or subcommittee.

Article VIII. Standing Rules

Section 1. Purpose

A. The Leadership Team shall adopt a set of Standing Rules which shall govern the everyday operation of SESB. These Rules are to clearly state and define matters of procedural concern such as: appropriations, resolutions, and any other matters relating to the everyday operation of SESB.

Section 2. Adoption and Amendment

A. The Rules shall be adopted by a 2/3 majority vote of those present and voting.

Section 3. Jurisdiction

A. The Standing Rules must not contradict any portion of this Constitution or its amendments. This Constitution and its amendments supersede any Standing Rules which may be adopted.
Article IX. Amendments

Section 1. Vote

A. The Constitution of SESB may be amended by a 2/3 majority vote of the voting membership (not including vacancies) of SESB. Notice in writing, including the proposed amendments, shall be provided by the Communications Officer(s) to all members at least one week prior to any meeting at which the amendments are to be considered.

Section 2. Petition

A. If SESB is presented with an amendment to the Constitution supported in petition form by 50 College of Science and Engineering students, SESB must vote on the proposed amendment no later than one month following its presentation to SESB.

Article X. Interpretation

Section 1. The President of SESB may interpret this Constitution in fulfilling official duties. Any disputes in the interpretation of this Constitution shall be resolved by a 2/3 majority vote of the voting membership (not including vacancies) of SESB. The President may not fail to recognize a motion calling for a vote of SESB regarding the interpretation of the Constitution.

Article XI. Restrictions on Use of Funds that are Allocated from CSE

Section 1. This organization shall not provide monetary gain, incidentally or otherwise, to its directors, officers, or membership. This does not restrict the payment of wages, salaries, or incentives by the organization for services rendered.

Article XII. Disestablishment

Section 1. After disestablishment and after all liabilities of this organization are rectified, all of its residual funding and assets will be directed to its sponsoring department, CSE Student Services.
Signatures

Officer  David Ma  Print Name  David Ma  Date 3/26/2021

Officer  Audrey Kelly  Print Name  Audrey Kelly  Date 3/26/2021

Officer  [Signature]  Print Name  Arunima Bhattacharya  Date 3/26/2021

Officer  Broden Wanner  Print Name  Broden Wanner  Date 3/26/2021

Officer  [Signature]  Print Name  Robert Martz  Date 3/26/2021