

Bylaws of the Orange County Chapter of the Association for Computing Machinery

Article I: Name

1. This organization shall be called: Orange County ACM Chapter. In these bylaws it is referred to as the Chapter; the Association for Computing Machinery is referred to as the ACM.

Article II: Purpose

1. The Chapter is organized and will be operated exclusively for educational and scientific purposes to promote the following:

a. An increased knowledge of and greater interest in the science, design, development, construction, languages, management and applications of modern computing.

b. Greater interest in computing and its applications.

c. A means of communication between persons having an interest in computing.

2. The Chapter will serve professionals of the County of Orange, California and other interested persons in the community.

3. The Chapter is chartered by the ACM.

Article III: Membership

1. Membership in the Chapter shall be open to all ACM members and nonmembers, upon request and payment of any local dues.

2. Voting membership in the Chapter shall be granted to all active chapter members.

3. Student membership shall be open to all full-time students. Student membership dues shall not exceed 75 percent of regular member dues.

4. Membership shall not be restricted according to race, creed, age, gender, disability, nationality, sexual orientation, economic status, veteran status, or parenthood.

Article IV: Officers

1. The officers of this Chapter shall be: Chair, Vice Chair, and Treasurer. These officers constitute the Council. Other officers may also be established.

2. All required officers of the Chapter must be members of the ACM.

3. The officers shall be elected by a plurality of the votes cast at the annual election meeting. They shall take office on the first day of April and serve for one year.

4. Appointment or nomination of an individual to an officer positions within an ACM chapter shall be in general limited to two full consecutive terms in the same position. This recommendation is intended to encourage the continuing infusion of new volunteers into the organization and to encourage office holders to give thought to planning for their successor. Appointment or nomination to a third or subsequent consecutive term should be limited to situations where such appointment or nomination is believed to be in the best interests of the Association.

Article V: Duties of Officers

1. The Chair is the principal officer and is responsible for leading the Chapter and managing its activities in accordance with the policies and procedures of the ACM and these bylaws. The Chair shall preside at all meetings of the chapter and of its Executive Council. The Executive Council shall consist of the Chapter officers, and chairs of the Chapter's standing committees.

2. The Vice Chair shall preside at meetings in the absence of the Chair, assist the Chair in the management of the Chapter, and perform other duties that may be assigned by the Chair.

3. The Treasurer shall keep the minutes of all Chapter and Executive Council meetings and maintain the chapter's financial records. Other duties of the Treasurer include:

a. Collecting dues, pay all bills, and maintain records for the chapter.

b. Preparation of the chapter's annual report and officer contact information and submission of these to ACM Headquarters via the online Chapter Administrative Interface.

c. Presentation of this report and a summary of the year's activities at the election meeting.

d. Submission of any proposed amendment to these bylaws to ACM's Chief Operating Officer. Proposed amendments must be approved before they can be submitted to the Chapter's membership for a vote.

e. Perform other duties as assigned by the Chair.

Article VI: Executive Council

There is no requirement that there be an Executive Council, but if there is one, the Chair would be the presiding officer. If there is no specific Executive Council, the set of officers are the Executive Council.

1. The Executive Council shall consist of the Chapter officers, the immediate past Chair, and chairs of the Chapter's standing committees.

2. The Term of the members of the Executive Council shall be coincident with the terms of the officers. They shall take office on the first day of April and serve for one year.

Article VII: Duties of Executive Council

1. The Executive Council shall plan meetings at least 2 times a year in accordance with the needs of the Chapter. The Chapter shall hold meetings only in places that are open, safe, and accessible. There may be additional local government requirements about openness to the public and accessibility for the handicapped.

2. The Executive Council shall create working committees in accordance with the needs of the Chapter. These committees may be used to organize events and projects for the Chapter.

3. The Executive Council shall determine the annual dues for the members of the Chapter.

Article VIII: Meetings

1. The Chapter shall hold meetings only in places that are open and accessible to all members of the Association.

2. The Annual Business Meeting should be held at the last meeting of the term. At this meeting, the Treasurer shall present the required reports. Also, the election of officers shall be held.

3. Written notices of all meetings shall be distributed to all members at least one week prior to any meeting.

Article IX: Disbursements and Dues

1. Disbursements from the Treasury for Chapter expenditures shall be made by the Treasurer with authorization of the Executive Council and shall be included in the minutes of its meetings.

2. Dues shall be fixed annually by the Executive Council.

Article X: Amendment and Voting Procedures

1. All proposed changes to these Chapter Bylaws shall be approved by the ACM Chief Operating Officer.

2. No official business of the Chapter shall be conducted unless a quorum is present. A quorum of the Chapter shall be defined as a majority of the voting membership of the chapter.

3. A simple majority of the voting members present shall be required to carry a motion.

4. Officers will be elected by a plurality of votes cast.

Article XI: Code of Conduct

1. Harassment is unwelcome or hostile behavior, including speech that intimidates, creates discomfort, or interferes with a person's participation or opportunity for participation, in a conference, event or program. Harassment in any form, including but not limited to harassment based on alienage or citizenship, age, color, creed, disability, marital status, military status, national origin, pregnancy, childbirth- and pregnancy-related medical conditions, race, religion, sex, gender, veteran status, sexual orientation or any other status protected by laws in which the chapter meeting or chapter event is being held, will not be tolerated. Harassment includes the use of abusive or degrading language, intimidation, stalking, harassing photography or recording, inappropriate physical contact, sexual imagery and unwelcome sexual attention. A response that the participant was "just joking," or "teasing," or being "playful," will not be accepted.

2. Anyone witnessing or subject to unacceptable behavior should notify a chapter officer or ACM Headquarters.

3. Individuals violating these standards may be sanctioned or excluded from further participation at the discretion of the chapter officers or responsible committee members.

Article XII: Dissolution of the Chapter

1. Dissolution of this Chapter by consent of the members shall consist of unanimous agreement of all its officers together with a majority vote at a meeting which has been publicized in advance to all members of the Chapter for the purpose of taking this vote.

2. Should this Chapter be dissolved, its assets and liabilities shall be transferred to ACM and shall be supervised by the ACM Finance Director.