

# Salvage, Collection, Refurbishment, and Anti-waste Project Constitution

Created: August 27, 2023, 15:21:49 (UTC-5)

Last Revised: N/A

## Preamble

We, the members of Salvage, Collection, Refurbishment, and Anti-waste Project, do hereby ordain this constitution of Salvage, Collection, Refurbishment, and Anti-waste Project, of Illinois Institute of Technology as the constitution for the members of this waste management oriented organization, Salvage, Collection, Refurbishment, and Anti-waste Project.

## Article I – Name

The name of this organization shall be Salvage, Collection, Refurbishment, and Anti-waste Project or SCRAP.

## Article II – Purpose

Section 1. To ensure proper disposal and reuse of waste around campus.

Section 2. To provide students with education on proper maintenance and disposal of electronics.

Section 3. To provide the surrounding community with access to technology that is no longer of use to Illinois Tech.

Section 4. Assist Office of Technology Services and Sustainability with proper disposal of school data.

Section 5. To help facilitate academic and professional success of its members by sharing resources, expertise, and knowledge among members.

## Article III – Membership

Section 1. The membership of SCRAP shall consist of enrolled Illinois Institute of Technology and Vandercook College of Music students who meet all Illinois Tech Office of Campus Life requirements for student organization membership.

Section 2. There shall be two tiers of membership in SCRAP, whose requirements are stated below.

- a) General Member: All general members must meet all Illinois Tech Office of Campus Life requirements for membership and must have basic safety training to use basic equipment in the SCRAP space.
- b) Technical Members: All Technical Members of SCRAP must meet the requirements to be a General Member, but in addition must sign a Non-Disclosure Agreement and have advanced safety training to use all equipment in the SCRAP space.

Section 3. Membership Benefits:

- a) The following privileges will be extended to all General Members:
  - i) Use of the basic tools and resources in the SCRAP space.
  - ii) Ability to take part in SCRAP projects and activities.
  - iii) Right to vote in general body elections.
- b) The following privileges will be extended to all Technical Members:
  - i) The use of all tools and resources in the SCRAP space.
  - ii) Ability to take part in SCRAP projects and activities.
  - iii) Right to vote in general body elections.

Section 4. Membership shall not discriminate based upon race, gender, color, religion, ethnicity, national origin, gender identity, sexual orientation, age, physical ability, veteran status and/or socioeconomic status.

## **Article IV – Officers**

Section 1. The officers of SCRAP shall be President, Vice President, Secretary, Treasurer, Head of Salvage, Head of collections, Head of Refurbishment, and Office Liaisons.

Section 2. Qualifications for each office include being a full-time Illinois Institute of Technology, or Vandercook College of Music student in good academic and disciplinary standing as set forth by the Illinois Tech Office of Campus Life guidelines. In addition, only Technical Members of SCRAP as outlined in Article III may be considered for office.

Section 3. Standard term of office is one year beginning the first day of class in the semester they are elected for.

Section 4. Duties of officers:

- a) The President will be responsible for planning and scheduling meetings, overseeing the executive board and general membership, and maintaining the image and status of SCRAP.
- b) The Vice President will be responsible for assisting the President in their duties and coordinating with the Office Liaisons.

- c) The Secretary will be responsible for keeping minutes at meetings, communications, managing votes, and other duties as prescribed by the President.
- d) The Treasurer will be responsible for proposing to the Finance Board, representing SCRAP at Finance Board hearings, placing purchasing orders, maintaining the current year's budget, and other duties as prescribed by the President.
- e) The Head of Salvage will be responsible for setting up salvage events and maintaining proper salvaging procedures.
- f) The Head of Collections will be responsible for setting up collection events and maintaining proper collecting procedures.
- g) The Head of Refurbishment will be responsible for setting up refurbishment events and maintaining proper refurbishing procedures.
- h) Office Liaisons will be responsible for representing their office and facilitating communication between their office and SCRAP.

Section 5. A member may only hold one position on the executive board at any given time.

Section 6. All officers shall be required to obtain the training deemed necessary by the office of technology services.

Section 7. In the event of an officer not fulfilling their duties, a vote of no confidence may be called against an officer by any technical member during a meeting. In the event of a vote of no confidence, a list of opportunities for improvement must be passed by a one half paper vote of the present voting body. If the vote doesn't pass, the officer in question is removed from their position. If the vote passes, the officer shall have one month to improve by the criteria passed by the voting body. At the next scheduled meeting after the time limit, an additional vote will take place where the voting body will determine if the officer in question has made adequate progress on their goals. If three fourths of the present voting body does not see adequate improvement, the officer in question is removed from their position.

Section 8. In the event of a vacancy on the executive board, a special election will take place with constraints as outlined in Article VI.

## **Article V – Meetings**

Section 1. Regular meetings of SCRAP shall be held at least once a month, permitting the complexity of upcoming events/projects. Regular general body meetings shall serve as a time to disseminate information and work on whole-club projects. Regular meetings shall be open to all club members.

Section 2. Liaison meetings shall be held at least once a month, permitting extenuating circumstances. Liaison meetings shall serve as a time to communicate important information between the offices Liaisons and SCRAP. Liaison meetings shall be open to all members, however attendance shall be required for Office Liaisons, the Vice President, and the Secretary.

Section 3. Special meetings may be called at any time by the president in concurrence with Article IV, Section 4a. Special meetings can be open to the general body and/or officers only.

Section 4. A quorum shall consist of one more than one half the attendees of the previous regular meeting and is necessary for a vote to take place.

Section 5. All club votes shall be performed as blind paper votes.

## **Article VI – Elections**

Section 1. Elections for the positions of President and Treasurer shall be held by the second to last meeting of the fall semester.

Section 2. Elections for the positions of Vice-President and Secretary shall be held by the last meeting of the spring semester.

Section 3. Office Liaisons shall be appointed by the office they represent and must be technical members.

Section 4. Head of Salvage, collections, and refurbishment shall be appointed by the Executive Board.

Section 5. Any member of the club may vote in elections.

Section 6. Nominations will be opened for all positions at least one month before the election meeting and shall remain open until the time of speeches for the position in question. Any member of the club may nominate, and any technical member of SCRAP may be nominated. All nominations must be accepted or declined by the time of speeches. All nominations with no acceptance or declination will default to a declination at the time of speeches.

Section 7. All candidates will have an opportunity to prepare and deliver a speech and answer questions from the assembled club body. The club body will also have an opportunity to discuss candidates in private.

Section 8. Elections are carried out by paper ballot. The ballots shall be counted by the officers who are not running for office; if the officers not running are incapable of counting the votes, the faculty advisor of the club shall count the ballots. Immediately following the counting of the ballots, the results will be announced by the presiding secretary.

Section 9. Elections shall be initiated and overseen by the Secretary.

## **Article VII – Executive Authority**

Section 1. The executive authority of SCRAP shall be invested in the SCRAP Executive Board.

Section 2. The Executive Board shall consist of the officers outlined in Article IV.

Section 3. Executive Board meetings may be open to the entire membership or only technical members at the discretion of the executive board.

Section 4. An executive shall have the authority to remove any member from any event at their discretion to be reviewed at the next general body meeting.

# Article VIII – Advisor(s)

Section 1. SCRAP will always have at least one Faculty Advisor.

Section 2. Potential Faculty Advisors can be suggested by any member of the Executive Board and voted on by the executive board receiving no less than one more than one half of the voting members present. If the proposed advisor is rejected, the opportunity to suggest a new advisor, to be voted on by the executive board, will be offered to the membership.

Section 3. The advisor(s) has the power to call and conduct a special Executive Board meeting at any time. The advisor(s) has the power to call and conduct a special General Body meeting after consultation with the President.

Section 4. The advisor(s) will not have voting privileges.

# Article IX – Dues

SCRAP shall ask no dues of its members.

# Article X – Amendments

Section 1. This constitution may be amended by a two thirds vote of a quorum of membership at any General Meeting.

Section 2. Notice of proposed amendments shall be presented to the general membership at least one week prior to voting on them.

# Article XI – Dissolution

Section 1. Upon the dissolution of SCRAP, all necessary responsibilities and paperwork shall be handed over to the Campus E-Waste Program.

Section 2. Upon the dissolution of SCRAP, all necessary funds, and funding paperwork shall be handed over to the Student Activity Fund.

Section 3. All items purchased with the University funds shall be given back to the University's E-Waste Program.

Section 4. The president shall be responsible for carrying out these directives.

# **Article XII – Statement of Non-Hazing**

SCRAP will not conspire to engage in hazing, or commit any act that causes or is likely to cause bodily danger, physical harm, or personal degradation or disgrace resulting in physical or mental harm to any fellow student or person attending the institution.

# **Article XIII – Statement of Compliance with Campus Regulations**

SCRAP shall comply with all university and campus policies and regulations. SCRAP shall also comply with all local, state and federal laws.