

PREAMBLE

Mission

To develop a social community of students from all backgrounds exploring Science, Technology, Engineering, & Mathematics (STEM) and foster a passion for these subjects in recreation, academic research, local communities, and various industries.

Areas of Focus

Recreation

The organization will serve as a place to explore and discuss STEM topics among group members and take a fun approach when possible. Fundraising may take place in order to support group recreational or other activities. Lecturers may be hosted to explore topics in an interesting manner.

Academic Research

The organization will serve as a place to explore and perform academic research, where projects organized by and for the group or brought to the group by individuals may be worked on.

Local Communities

The organization will serve as a place to learn about how to become active and to become involved in the local community when opportunities may arise.

Industry

The organization will serve as a place to learn about STEM professions, careers, and local employers. The organization may host companies, recruiters, and employees of local companies to meet this goal.

ARTICLE I

Name

This organization shall be known as Local Maxima. The term *Local Maxima* is defined as the largest value of a function, either within a given range or on the entire domain of a function. In addition, the name “*Local Maxima*” also signifies the desire to build a strong sense of community - both within the organization and within the community.

ARTICLE II

Membership

Section A. Types of Membership

Within the organization, there are three distinct Membership types, as defined in Section B.

Section B. Membership Qualifications

1. Active Members of the organization must be current Davenport University students.
 - a. Active Members must be in good academic and financial standing with the University.
 - b. Active Members are considered “active” upon participation in one organization event and continue to remain active by participating in at least one organization event per subsequent semester (Fall and Winter) during their time as a student.
 - c. Once a student has graduated from Davenport University, they will receive the status of Honorary Member.
2. Honorary Members of the organization must be employed by Davenport University and/or Davenport University Alumni invited by the organization.
 - a. Honorary Members must be invited to the organization by at least one Officer and their membership must be approved by at least one other Officer to the organization.
 - b. Honorary Members are also considered former members of the organization that have since graduated from Davenport University.

3. Inactive Members of the organization are considered Members that no longer actively participate within the organization. Members are considered “Inactive” when:
 - a. At least one semester has passed since participating in an organized event.
 - b. A written request to withdraw from the organization is received.
 - c. Other criteria not met by the aforementioned Member Types.

Davenport University maintains a policy of non-discrimination regarding students on the basis of age, race, color, religion, national origin, sex, weight, height, marital status, sexual orientation, veteran status, physical or mental limitations and/or disability in the administration of its admissions policies, educational policies, scholarships and loan programs, and other University administered programs. In addition, the University does not discriminate regarding extra-curricular activities or employment practices. The University has a policy prohibiting unlawful discrimination and sexual harassment. Incidents of discriminatory harassment should be reported using the online Incident Report to the campus leader or his/her designee.

Online Incident Report URL (as of September 2, 2019):

<https://my.davenport.edu/campus-life/student-conduct-and-care/incident-reporting>

Section C. Selection of Members

The criteria for Active Member selection falls under any of the following scenarios:

- The prospective member has submitted a registration request through a web portal or other established electronic membership registration methods
- The prospective member has emailed an Officer and meets the criteria defining Active Membership in Section B-1.
- The prospective member has attended a formal organization meeting or event.

*Special note: Membership Fees/Dues are not requirements of membership into Local Maxima.

Section D. Voting Privileges

The ultimate decision of Member voting privileges is at the discretion of the Officers.

In the case of a vote, Absentee ballots are permitted and considered valid through email communication to the President or other Officer.

Section E. Termination of Membership

Failure to comply with any and all University or organization policies can result in termination from the organization.

ARTICLE III

Officers

Section A. Elected Officers

President

Vice President

Secretary

Treasurer

Section B. Qualification for Holding Office

Officers are expected to attend officer meetings (in person or remote) and be and remain an active member of the organization for the duration of their term.

Section C. Selection of Officers

Elections take place at the beginning of every Fall semester, establishing officers for the current school year. The length of the term is one school year, including Fall and Winter semesters. The organization is not active during the Spring/Summer semester.

Applications for an officer position in the organization can be sent to any of the existing officers (hold-over from the previous school year). In the case of no officers, the faculty advisor is responsible for selecting students for the officer positions.

The vice president should be a student prepared to take on the role of president (at least interim president at the start) for the following school year, for the purposes of officer selection for that school year.

In the case of no president (or interim president), the members of the organization may vote for a new president.

The president has the ability to accept or deny any prospective officer applications.

Section D. Filling Vacancies

In case of vacancy, current officers can accept applications for and select a replacement through an impromptu meeting or vote.

Section E. Recall of Officers

In case of violation of any organizational or Davenport policies, an officer may be recalled by the other current officers automatically (if deemed appropriate by the other current officers) or by organization member body vote, creating a vacancy.

ARTICLE IV

Finances

Section A. Budget Planning

The treasurer is to work with the other current officers to plan activities that do not exceed current available funds left over from previous years and available funds earned from the current year. Member fees for specific activities may be utilized, as necessary, for special events.

Section B. On-Campus Accounts

The organization will follow and be subject to all Davenport University policies, procedures, and practices regarding student organization accounts and finances.

In the event that the organization disbands, all funds in on-campus accounts will revert to Davenport University. If possible, the funds should be used, as determined by the faculty advisor, to further the mission of the organization.

Section C. Off-Campus Accounts

Off-campus accounts are not currently allowed or supported by the organization.

Section D. Dues, Assessments, or Initiation Fees

No dues, assessments, or initiation fees shall be applied to any member except for sanctioned organization events that require cost for participation and are not funded entirely by the organization.

Section E. Financial Policy

The financial books and records will be audited twice per school year - once at the beginning of the fall semester, and once at the end of the winter semester.

Section F. Disposition of Non-University Funds in case of Inactivation

In the event that the organization dissolves or is rendered inactive, non-University funds kept in an off-campus account should be donated to a Davenport University department or program that shares the mission of the organization. A recipient can include another student organization. There can be multiple recipients. If officers or members of the organization cannot choose a recipient, the Faculty Advisor may choose. If the Faculty Advisor is unable to choose a recipient, the Davenport University Student Life director can choose a recipient.

ARTICLE V**Statement of Compliance**

The organization will comply with all Student Life and University policies, procedures, and practices and all local, state, and federal laws.

ARTICLE VI**Meetings****Section A. Frequency of Meetings**

Meetings are held approximately monthly - three in Fall semester and three in Winter semester.

Members will be notified at least two weeks before a meeting via email.

Meetings will also be posted in other locations, physical and digital, as appropriate.

Section B. Special Meetings

Special meetings may be held in case of officer resignation or recall, special programming, or financial reasons.

Special meetings can be called by an officer or by member petition.

Members will be notified at least one week before a special meeting via email.

Section C. Quorum

At least one-half of the officers in the organization must be present in person or virtually for a quorum to conduct business.

At least one officer should be present at every meeting of the organization.

ARTICLE VII

Advisors

Section A. Advisor Responsibilities

The University advisor's primary role is to provide overall guidance and assistance to the Registered Student Organization. Advisors have a manual similar to this one in which they are required to read and understand fully. Advisors should encourage and advise the organization in carrying on an active organization and working with the officers to promote the effective administration of the organization. This guidance will include assistance in compliance with the University's policies and procedures including the use of University facilities and the University's name and logos. Advisors should assist with the formulation and revision of the organization's constitution and by-laws. Advisors should alert the Registered Student Organizations to the risks of injury and/or liability in connection with their activities and warn the club or its officers when they suspect that something is not right in the way the club is operating. Advisors should meet with the club or its officers at least once a month or four times a semester. Two of these interactions should be in person and two can be email communication.

The University recommends that the advisor NOT accept certain responsibilities for the Registered Student Organization. The University advisor should not:

- Purchase alcohol for the Registered Student Organization or its members
- Sign contracts for the Registered Student Organization
- Pledge his/her financial backing for the debts of the Registered Student Organization by using his/her credit card to guarantee hotel reservations
- Run the organization by reserving the right to approve or control its decision and activity
- Serve as the Registered Student Organization's treasurer, bookkeeper, accountant or auditor
- Endorse or approve behavior that may contradict University policies or federal, state, or local laws

It is not the advisor's responsibility to assure the success of the Registered Student Organization. The University generally will not indemnify the University advisor for these activities because they will be seen as acts taken outside the scope of the advisor's University employment.

ARTICLE VIII

Amendments and Bylaws

Section A. Constitution

Amendments may be proposed by member petition or an officer. An officer may call a special meeting to bring the amendment to a vote.

At least half of the active members in the organization are required to adopt the amendment.

Section B. Bylaws

The bylaws are to be developed by its officers as needed by the organization.