

CONSTITUTION FOR SUPPLY CHAIN STUDENT ASSOCIATION (SCSA)



Please note that all sections in italics and bold are required.

Article I: Name

The name of this organization shall be Supply Chain Operations Management Student Association; herein referred to as the Supply Chain Student Association (SCSA.)

Article II: Purpose - The Supply Chain Student Association (SCSA) members, with the support of the Faculty Advisor, will manage SCSA. The SCSA promotes supply chain-related learning activities that benefit the association members and the organization. SCSA will work with the faculty advisor and supply chain industry experts, including the Association for Supply Chain Management (ASCM) and other supply chain professional associations to enhance the supply chain subject matter, provide guest speakers, internship and field learning, scholarships, and certification to SCSA members.

Article III: Membership

- i. ***Membership in the Supply Chain Student Association shall be open to all currently registered students at Grand Rapids Community College (GRCC).***
- ii. Membership eligibility and officeholders must be restricted to enrolled GRCC students. Former members of the chapter will remain alumni with the title of associate members but cannot hold office or vote.
- iii. Membership is maintained through a point system, with a minimum requirement of points earned per semester. Association activities grant different amounts of points, with 10 points being required per semester for continued membership as follows:

Points Rubric	
Activity	Points
Attend monthly meetings (in person or virtual)	2
ASCM or other Supply Chain Organization – Seminar or Lecture	2
Attend a Supply Chain conference (at least one annual)	1
In-person factory tour or business visit during the academic year	3
Community service (volunteer service to be approved by the board.)	2

Dues – there are no dues to become a member

- iv. Termination of membership occurs if a student goes two semesters without achieving the required points to maintain membership. The first semester without the required points would be considered a probationary period, and the member must achieve 10 points to prevent termination of membership.
- v. Hazing misconduct towards members is prohibited. Hazing is defined as any action or situation created intentionally, whether on or off private premises, to produce mental or physical discomfort, embarrassment, harassment, or ridicule. Members who do not abide by the college-wide policies and engage in misconduct will lose membership. There will be no hazing involved in the recruitment or maintenance process of membership in this organization.

- vi. SCSA does not discriminate based on gender, race, color, national origin, religion, height, weight, age, marital status, disability, sexual orientation, status as a disabled veteran or Vietnam era veteran, and any other legally protected class not heretofore mentioned.

Article IV: Officers

- i. The officers shall be the President, Vice President, Secretary, and Treasurer and shall compose the Organization's Executive Committee.
- ii. Officers must have one semester of completed classes at GRCC.
- iii. Elections – College Policy: *Officers must be elected by April 1st for the following year.*

Active members will vote for the officers electronically or in person by a ballot. Balloting will be completed by each member and submitted to the faculty advisor electronically/in a secret ballot in person. Voting will occur in March, and any eligible member can vote; and be voted into an Executive position for one year. One individual may not hold more than one elective office. Officers will hold office for a one-year term unless recalled or voluntarily steps down. Officers can run for re-election for no more than four consecutive terms.

Replacement of vacancies/special elections: Vacancies due to whatever reasons will be replaced. In case of a recall or an officer steps down before the end of the term, other officers willing to take succession to fill the vacated seat can be voted to the office by members with a YES vote.

Article V: Duties and Powers of Officers

- i. President: The President shall call and preside over all meetings and set the agenda for all meetings with the assistance of the Vice President and input of the other officers. Members will contribute to the agenda items by submitting the agenda item(s) to the President.
- ii. Vice-President: Shall perform all duties of the President in the absence or disability of the President. Shall act as a student representative to the Community Senate. Shall do any other duties as deemed necessary by the Executive Committee.
- iii. Secretary: Shall keep accurate minutes of all meetings. Shall keep a correct roll of all members, to keep all records (except financial records [unless the position is secretary/treasurer]). Conduct all correspondence of the organization. Shall keep track of membership points and probationary periods.
- iv. Treasurer: Keeps all financial records of the organization.

Article VI: Advisor

- i. The faculty advisor will liaison with the Supply Chain Student Association and the campus and offer support as needed. The Advisor has no voting rights.
- ii. The vital role of the advisor will be a mentor, counselor, ally, liaison, and go-to person in the development and continuation of the organization.
- iii. The advisor must pre-approve financial transactions exceeding \$15.

Article VII: Meetings

- i. Annual meetings: There shall be an annual meeting of the organization each year in the month of March at a time established by the Executive Committee.
- ii. Regular meetings are usually held monthly as deemed necessary for organizational purposes. Meetings will be held monthly (in person or virtual).
- iii. Special meetings of the organization may be called by the organization.
- iv. Notice: will be posted for annual and special meetings one week prior to the meeting.
- v. Quorum: In a meeting, where decisions and voting have to occur, the forum will consist of a minimum of ½ of members, including the board members. This number is subject to review.

Article VIII: Parliamentary Authority

- i. All meetings shall be conducted according to the procedures specified in the most recent edition of Robert's Rules of Order.
- ii. The presiding officer shall appoint a parliamentarian to advise on parliamentary matters.

Article IX: Dues

- i. The annual dues for membership shall be zero.

Article X: Committees

- i. Standing Committees shall be established and their functions determined by the
- ii. Executive Committee. Members shall be appointed by the President with the approval of the Executive Committee.
- iii. All committee action must be approved by the Executive Committee.

Article XI: Amendments

- i. Describe how this document can be changed or edited
- ii. An amendment to this document must be presented at a regular scheduled meeting with at least 50% of current members present, and adopted at the next regular scheduled meeting with at least 50% of current members present with a super majority of votes in favor (more than 66% in favor of the amendment)"