

BYLAWS
OF THE XXX STUDENT CHAPTER OF ITS Texas

I. PURPOSE

This Student Chapter of ITS Texas, incorporated under the laws of the State of Texas, is organized and shall be administered and operated exclusively to receive, administer, and expend funds for charitable, educational, and scientific purposes, and specifically to promote and enhance public safety and community welfare by fostering research, development, and implementation of plans and programs to reduce motor vehicle deaths and injuries, improve mobility and to promote, encourage, and advance a system of safer, more economical, energy efficient and environmentally sound highway and other surface transportation through research, development, and implementation of advanced technology.

II. FEES AND DUES

- a. There are no fees imposed by ITS Texas on the student chapter. Any annual dues and special assessments of fees shall be levied by a two-thirds vote of all Student Chapter Members.

III. GOVERNMENT

- a. The elected officers of the Chapter shall consist of a President, Vice President, Secretary, and Treasurer (Secretary and Treasurer may be combined if approved by ITS Texas Board of Directors). The elected officers and the Student Chapter advisor shall constitute a Governing Board.
- b. The terms of elected officers shall be for not more than one academic year or until succeeding officers have been duly elected.
- c. Newly elected officers shall take office at the first regular meeting following the election.
- d. Nomination and election shall take place as near as possible to the beginning of spring semester or end of the fall semester, as needed, so long as a one-year term is established.
- e. The election procedure shall be as follows: Nominations shall be made from the floor by members of the Chapter. The election shall be by secret ballot, and the ballots shall be distributed to and collected from members present at the meeting.
- f. Should any elected office become vacant before the expiration of its term, the remaining officers shall call an election to fill the vacancy.

IV. DUTIES OF OFFICERS

- a. The President shall preside at all meetings of the Chapter and shall perform such other duties as are incumbent upon such office such as annual report and review/update bylaws.

- b. The Vice President shall assist the President and shall assume the duties of the President when the latter is temporarily unable to discharge the duties of his or her office.
- c. The Secretary shall keep a record of all transactions of the Chapter, attend to notification of meetings, conduct all essential correspondence for the Chapter, keep a roll of the members of the Chapter, and submit an annual report to the ITS Texas Chapter.
- d. The Treasurer shall take charge of all funds belonging to the Chapter and shall be prepared to render an account of Chapter funds at each meeting. Funds must be handled to all policies and regulations governing student activities at the university/college under which the student chapter is housed.

V. MEETINGS

- a. At least three (3) meetings shall be held each semester on a day set by the President as most suitable to Chapter members, speakers, and guests. The President may call a special meeting when necessary.
- b. A quorum must be present to conduct business. A quorum shall be defined as one-half of the membership.
- c. All meetings shall be conducted according to “Robert’s Rules of Order”.

VI. AMENDMENTS

- a. Proposals to amend these Bylaws may be made by the officers or by written petition signed by at least four members.
- b. Any amendment to the Constitution or Bylaws shall be considered favored by an affirmative vote of two-thirds of the membership and shall become effective upon notice of approval by the ITS Texas Chapter.

VII. ANNUAL REPORTING TO ITS TEXAS BOARD OF DIRECTORS

- a. Submit annual chapter report per the ITS Texas Student Chapter Guidelines.
- b. Submit new officer information after elections and updated student chapter bylaws, as needed.

Adopted by majority vote of members, XX, XXX, 2023.