The Constitution of the American Institute of Chemical Engineers (AIChE)  
Kansas State University Chapter

Article I – Name

This organization will be known as the American Institute of Chemical Engineers (AIChE).

Article II – Objectives

Section 1 – Mission: AIChE will serve as a collection of undergraduate students enrolled in chemical engineering who promote excellence in chemical engineering education and global practice.

Section 2 – This organization will achieve its purpose through the following actions:
- AIChE will facilitate public understanding of technical issues and achieve excellence in operations of the Institute.
- AIChE will uphold and advance the profession’s standards, ethics, and diversity.
- AIChE will stimulate collaborative efforts among industry universities, government, and professional societies.

Article III – Domain

Section 1 – The Kansas State University chapter of AIChE is a Kansas State University student organization.
Article IV – Membership

Section 1 – AIChE will include all undergraduate members of the chemical engineering department at Kansas State University.

Article V – Officers

Section 1 – The officer positions are as follows: President, Vice President, Secretary, Treasurer, CHUMS Chair, Webmaster, Open House Chair, Community Service Chair, Newsletter Editor and Sophomore Chair.

Section 2 – The President will coordinate presenters for each weekly meeting. Presentations can range from relevant student organizations and groups, companies, or professional development workshops. The President will also preside over all officers and lead executive meetings.

Section 3 – The Vice President will support the President in all above duties, including co-leading the general and executive meetings. They will also function as the President in the President’s absence or inability to function. The Vice President will preside over other officers and will take care that those officers are performing their set forth duties. The Vice President will send out weekly correspondences to members concerning the subject of the weekly meeting.

Section 4 – The Secretary will take notes at each general body meeting and executive meeting, and will send thank-you notes to weekly presenters.

Section 5 – The Treasurer will coordinate with the chemical engineering departmental office on matters concerning dues to fund AIChE. The Treasurer will also help make decisions concerning expenses.

Section 6 – The CHUMS Chair will lead tutoring sessions for the sophomores enrolled in Chemical Process Analysis and Thermodynamics I. The CHUMS Chair will also pair underclassmen with upperclassmen mentors and create social events for them.

Section 7 – The Webmaster will have control of the KSU Chemical Engineering webpage and will be responsible for maintaining the page with updates or events and pictures.

Section 8 – The Open House Chair will coordinate with Steel Ring to plan and execute the Chemical Engineering Department’s Open House display.

Section 9 – The Community Service Chair will coordinate one event per semester to benefit a group or organization in the community.
Section 10 – The Newsletter Editor will publish one newsletter per semester highlighting students, faculty, clubs, and events that occurred within AIChE.

Section 11 – The Sophomore Chair will act as direct correspondence to the sophomore class in regards to events, scholarship deadlines, and tutoring days/times.

Section 12 – Nominations for positions will be the day of the election. Persons running for positions should give a short speech stating their case. After all nominations for each position are given the nominees will leave the room and the remaining members will vote. The faculty advisor will oversee the transition of an officer position. If members are unable to be present during elections but wish to run for a position, they may designate a spokesperson to run to them and deliver their speech.

Section 13 – All officers will perform their duties in accordance with this Constitution. They will be responsible for their physical attendance at all assemblies. If they cannot physically be present, they will be expected to prepare for their absence, and to inform another officer.

Article VI – Assembly

Section 1 – AIChE will hold general body meetings every Thursday at 1:30 pm. It is imperative that all members attend at least 3 meetings per semester in order to graduate from the chemical engineering department.

Article VII – Amendments

Section 1 – The Constitution may be amended by active membership. Any amendments must be proposed one week in advance of the vote. Amendment voting requires a 4/5 vote, by a designated date given by the executive board, to approve the proposed amendment.

Article VII – Board of Regents Policy

Section 1 – The department by which AIChE is sponsored will have final say in matters of the organization.

Section 2 – The established policy of the Board of Regents prohibits discrimination on the basis of age, race, color, religion, sex, marital status, national origin, physical handicap or disability, status as a Vietnam Era Veteran, sexual orientation or other factors which cannot be lawfully considered, within the state universities. All fraternal and campus related organizations shall follow this policy in the selection of their members, except the prohibition against sex discrimination shall not apply to social fraternities or sororities which are excluded
from the application of the Title IX of the Education Amendments or 1972 (20 U.S.C. Sec. 1681 et seq.).

Section 3 – The right of organizations to establish standards for membership is acknowledged, provided that all students are afforded equal opportunity to meet those standards. Just as all students have the right to choose those with whom they would associate on the campus, an organization shall have the right to select its members subject to these principles. Nothing in this policy shall be interpreted as imposing a requirement which would violate the principle on the basis of individual merit.