



SACNAS Student Chapter Charter

ARTICLE I: Name

1. The name of the chapter will be _____

The name of the chapter should follow one of the two following naming conventions: Institution Name SACNAS Chapter or SACNAS Chapter at Institution Name.

2. The abbreviated name of the chapter will be _____

The abbreviated name will be used on your custom chapter logos.

ARTICLE II: Purpose

SACNAS chapters are a powerful and inclusive source of community that provides local and regional support for college students and professionals to succeed in STEM. Collectively, our chapters are the on-the-ground ambassadors behind SACNAS' movement to achieve true diversity in STEM.

ARTICLE III: Affiliation

This organization will be an affiliated chapter of Society of Advancement of Chicanos/Hispanics and Native Americans in Science (SACNAS).

ARTICLE IV: Membership

1. Membership will be open to any enrolled students at the host college/university regardless of STEM major, ethnicity, race, religion, economic background, gender, sexual orientation and/or disability.

2. Members must have an active SACNAS membership and attend at least 50% of chapter activities to be in good standing. Members in good standing have voting rights and be eligible for financial support from the chapter.

ARTICLE V: Governing Body

Section 1 - Officers

1. President

1. Leader and spokesperson for the chapter.
2. Initiates and presides over meetings.
3. Oversees all group activities and assists in leadership development of membership.

2. Vice President

1. Assumes presidential responsibilities in the absence of the president.
2. Oversees external affairs of the chapter (industrial relations, company tours, etc.).



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3. Oversees internal affairs of the chapter (campus relations, social activities, etc.).
4. Develops and coordinates outreach activities.
3. Secretary
 1. Maintains complete and accurate records including memberships, minutes of meetings, attendance, and chapter documents.
 2. Registers chapter with the college/university each academic year.
 3. Tallies election votes.
4. Treasurer
 1. Manages chapter finances by keeping accurate records of money received and disbursed.
 2. Prepares chapter budget for annual reports.
5. National Liaison
 1. May be the chapter president, a chapter advisor, or a dedicated liaison officer. This is the only officer role that may overlap with other officers or advisor positions.
 2. Serves as the primary contact between chapters and the SACNAS national office.
 3. Submits chapter annual report to SACNAS national office.
 4. Reports to the SACNAS national office within two weeks of any changes to contact information, charter, and newly elected chapter officers.
 5. Reports current events from the SACNAS national office to the chapter.

Section 2 - Nominations

1. A member may nominate themselves or another member for an upcoming officer election.
2. Members may be nominated for more than one office position but may fill only one position except for the national liaison position.
3. The secretary will record nominations and prepare written ballots for election.
4. Nominations will be held at least one month prior to the elections.

Section 3 - Elections/Voting

1. Elections will be held at least one month prior to the last meeting of the academic year.
2. All members in good standing will be eligible to vote.
3. Voting will be conducted as a secret ballot.
4. Ballots will be tallied in the absence of the nominees by the secretary and two members appointed by the president.
5. If there is not a majority vote, the top two candidates will hold a run-off election.
6. Officer terms are one academic year. Officers may serve in an "ex-officio" capacity after their one year of service to train and guide new officers.