

## **I. ORGANIZATION NAME**

Computer Vision club

## **II. MISSION AND GOALS**

### **1. MISSION STATEMENT**

To create an inclusive environment where members can improve their skill in computer vision by participating in projects and engaging in discussion about current state of the art. And to develop a strong synergistic relationship with industry titans in computer vision.

### **2. PHILOSOPHY, GOALS AND PURPOSE**

Computer vision has historically been a fragmented field, having roots in image processing, robotics and signal processing. In recent years, computer vision has rapidly grown into an independent and important field with valuable industry applications and research opportunities. As members of the computer vision club, we can see that computer vision is going to change the world and has already begun to do so. As a result, we intend to become industry leaders in computer vision by improving our skill and exposure to the field as well as educating the community about the vast opportunities that the field holds. Since there is large demand for computer vision academics and engineers, we aim to leverage the mutual synergies between the computer vision club, industry and academia to create the greatest impact possible in the world and CMU community.

**All activities and functions of the organization must be legal under University, local, state, and federal laws.**

## **III. MEMBERSHIP**

### **1. STUDENT MEMBERSHIP STATEMENT**

All Carnegie Mellon undergraduates, graduates, staff, faculty, community members and alumni are eligible members of the Computer Vision club. In order to qualify for membership, members need to attend at least 4 club meetings a semester and pay dues when necessary. Members are responsible for contributing ideas, suggestions or comments during club meetings and are expected to exhibit proper decorum during industry or outreach events.

### **2. RECRUITMENT OF MEMBERS**

Recruitment is open throughout the semester and a potential member has to contact a anyone on the Computer Vision club executive committee in order to be recognized as a member.

### **3. WITHDRAWAL OR REMOVAL OF MEMBERS**

Members may be asked to leave if they are involved in any physical altercations, do not exhibit proper decorum or are a liability to the external relations of the club. In such an event, the executive committee will vote on whether the removal of a member is warranted. An appeal may be made to the members of the executive committee during which the member in question will have to demonstrate that they have made efforts to amend any damage caused to all parties involved. The executive committee will vote to decide whether the member is to be reinstated.

### **4. NON-DISCRIMINATION STATEMENT FOR THE ORGANIZATION'S COMMITMENT TO ABIDE BY THE CMU STATEMENT OF ASSURANCE**

Carnegie Mellon University does not discriminate in admission, employment, or administration of its programs or activities on the basis of race, color, national origin, sex, handicap or disability, age, sexual orientation, gender identity, religion, creed, ancestry, belief, veteran status, or genetic information. Furthermore, Carnegie Mellon University

does not discriminate and is required not to discriminate in violation of federal, state, or local laws or executive orders.

Inquiries concerning the application of and compliance with this statement should be directed to the university ombudsman, Carnegie Mellon University, 5000 Forbes Avenue, Pittsburgh, PA 15213, telephone 412-268-1018.

Obtain general information about Carnegie Mellon University by calling 412-268-2000.

#### **5. STATEMENT ON VOTING RIGHTS FOR MEMBERS**

Only student members who are active and in good standing are eligible to vote. Affiliate members may not vote.

#### **6. NON-HAZING STATEMENT**

Hazing will not be used as a condition of membership in this organization.

### **IV. OFFICERS**

#### **1. DESCRIPTION OF OFFICERS**

There will be 7 officers in the organization, with the titles of President, Vice President, Treasurer, Corporate outreach chair, Diversity outreach chair, Research chair, Internal projects chair. Any member is eligible for office. An officer may not hold more than one position concurrently unless there is no replacement for that position, which is determined by an election. The executive committee consists of officers with the titles above. **The President** is responsible for organizing the agenda and venue for the club meeting, delegating tasks and improving awareness of the club. **The Vice president** is responsible for disseminating information about club meetings, reminders and organizing supplemental events such as outreach and recruitment. **The treasurer** is in charge of collecting dues, fundraising, keeping track of finances and ensuring judicious use of monetary resources of the club. **The Corporate outreach chair** is in charge of interfacing with industry personnel together with the president, ensuring that industry events run smoothly and creating recruitment opportunities for club members. **The Diversity outreach chair** is responsible for organizing events targeted at underrepresented demographics and ensuring the club abides by university standards of non-discrimination. **The Research chair** is responsible for setting up internal research presentations, educating the club on recent research developments/enabling others to do so and interfacing with faculty if guidance is required. **The Internal projects chair** is responsible for ensuring that club specific projects (e.g. creating a website) are completed in a timely manner and is responsible for providing support to any matters the members of the club might face. All members of the executive committee have equal voting rights in issues that require the vote of the executive committee specifically. In the event of a tie, the president makes a judgement. Each executive committee member has a single veto vote each semester.

#### **2. TERMS OF OFFICE**

Terms of office are semester long and officers assume positions the meeting after elections.

### **V. ELECTIONS OF OFFICERS**

#### **1. OFFICER ELECTIONS**

Officer elections will be held at the second meeting of each semester.

#### **2. NOMINATION PROCEDURE**

Nominations are either done by the nominee or another member through an anonymous online interface. Members may be nominated for more than 1 position.

#### **3. ELECTION PROCESS**

Officers of this organization shall be elected by popular vote after a 2-round run-off process where the top 3 nominees are selected after the first round of voting. If there are less than 3 nominees, the first round is omitted. Voting will be done on the second club meeting of the semester. The election process begins with the previous president announcing the nominees for each position. The nominees then prepare a 5 minute speech explaining why they are best suited for the position. Secret ballots are then individually collected by an officer to ensure single votes. A quorum of two-thirds of the club is required for elections to be valid. All members are eligible to vote. Organization elections are advertised the week of the first club meeting by the Vice president and members are reminded to submit their nominations.

**4. STATEMENT ON ABSENTEE BALLOTS FOR NOMINATIONS AND ELECTIONS**

Elections will be postponed until quorum is met, with previous officers holding the same positions until new positions are decided. The quorum requirement is halved each subsequent week that elections are postponed. Absentee or proxy ballots are not allowed.

**5. STATEMENT ON THE RUN-OFF PROCESS**

Officers of this organization shall be elected by popular vote after a 2-round run-off process.

**6. STATEMENT THAT ADDRESSES THE ISSUE OF A TIE**

In the event of a tie, the previous president will sit out on the next round of voting to break the tie.

**7. WHEN NEWLY SELECTED OFFICERS SHALL TAKE OFFICE**

Newly selected officers shall take office from the second club meeting.

**VI. OFFICER VACANCIES**

**1. OFFICER RE-ELECTIONS**

Officers may be re-elected if they gain popular vote during the elections or if there are no nominees for the position and the officer desires to continue holding the position.

**2. PROCEDURE FOR REMOVAL OF OFFICERS**

Officers may be removed if they do not fulfill their designated roles and responsibilities as determined by an executive committee vote. Committee members are also subject to the general removal criteria that applies to all members. Attending less than 2/3 of the meetings during the semester is grounds for removal.

**3. PROCEDURE FOR FILLING VACATED OFFICES**

Upon the removal of an officer, an election will be held the next meeting and a member of the executive takes on the vacated officer's responsibilities until it is filled.

Alternatively, a member may be selected by the executive committee to fulfill the role till elections are complete.

**VII. MEETINGS**

**1. MEETING PROCEDURE**

Officer meetings occur fortnightly before each general body meeting and last for 30 minutes. Meetings are confirmed 3 days in advance by the vice president. Quorum requirements for this meeting are at least 1/2 the executive board.

The general body meeting occurs immediately after the officer meetings and the venue and time are advertised by the Vice President 3 days in advance. There are no quorum requirements for the general body meeting unless voting is required, in which case it will be the usual 2/3.

**VIII. COMMITTEES**

There are no designated committees as of the writing of this constitution, but they will be formed and the constitution updated, if the need for them arises.

## **IX. ADVISOR**

### **1. NOMINATION AND SELECTION PROCESS**

An advisor who is willing to advise the club will be selected by the executive committee once the membership exceeds 30 people. Computer vision professors in the Robotics Institute or School of Computer Science will have first priority.

### **2. ROLE, RESPONSIBILITY, DUTIES AND AUTHORITY OF ADVISOR**

The role of an advisor will be to lend his or her legitimacy to the club. Advisors will endorse university related requests such as grants, resource requests and industry connections if the requests are in mutual agreement. Furthermore, the advisor will have to meet an attendance requirement of twice a semester. Advisors will retain their role until they resign, or are removed in the event of failure to meet the attendance requirement. The executive committee is responsible for selecting an advisor. Advisors have the same voting rights as executive committee members, including a single veto per term. In the event that an advisor is removed or resigns, a new advisor shall be elected within 14 school days.

## **X. FINANCES**

### **1. MEMBERSHIP DUES**

The treasurer is in charge of collecting membership dues and approving the appropriation of them. Dues will be collected at the start of the semester and as and when it is necessary. Dues for the first semester will be \$20, but might vary since there is no precedent for the costs incurred during the semester yet.

### **2. EXEMPTION FROM PAYING DUES**

A member who chooses to be inactive for the semester will be exempted from paying dues. If they participate in events that were funded by dues, they will be requested to pay or be asked to leave.

### **3. POLICY ON REFUNDS**

Dues will not be refunded barring special circumstances, in which case, the executive committee will vote on whether a refund is warranted.

### **4. BUDGET APPROVAL PROCESS**

All funding requests will go through the treasurer. The treasurer is responsible for cataloging funding requests and acquiring signatures from the requester, to create a paper trail. Furthermore, a summary of finances will be presented during every board meeting and any large funding requests will be discussed.

### **5. LIMITATIONS ON HOW THE FUNDS MAY BE SPENT**

Organizational funds may be spent on items such as office supplies, events/activities, publicity, travel expenses, and conference fees, but will not be used for anything illegal under University, local, state, and federal laws.

### **6. PROCEDURE FROM OUTGOING TO INCOMING OFFICERS**

All funding materials such as bank account information, credit cards and balance sheets will be transferred from the outgoing treasurer to the incoming treasurer during the first executive committee meeting after elections.

## **XI. RATIFICATION AND EMPOWERMENT**

The constitution will take effect on the second meeting of the first semester of the founding of the club (10/05/2016) after necessary approval.

## **XII. AMMENDMENTS**

### **1. PROPOSING AMENDMENTS**

Amendments to the constitution will be discussed during executive committee meetings and will be voted on at the start of the general body meeting. Any member can propose amendments if they can demonstrate enough support.

## **2. PROVISIONS**

Amendments are proposed during open floor time at the end of meetings or privately to any executive committee member. All members will be notified of amendments through the mailing list as well as during the board meeting. Any member can vote on the amendment and a majority vote is required for it to take effect. Quorum required for this process is 2/3 of the student body. Amendments take effect the meeting after the vote.

## **XIII. HISTORY**

**DATE OF CREATION:** 09/29/2016