CONSTITUTION AND BYLAWS

An organization approved by the Executive Committee of the Society of Naval Architects and Marine Engineers.

PREAMBLE

“We the members of Aalto University Student Section of The Society of Naval Architects and Marine Engineers, established to promote and encourage interest in Naval Architecture and Marine Engineering studies, do ordain and establish this constitution and subscribe to the regulations and policies of the Institution and the Society.”

ARTICLE I - NAME

The name of the Section shall be Aalto University Student Section of The Society of Naval Architects and Marine Engineers

ARTICLE II - OFFICERS

The officers shall be a Chairperson, a Vice-Chairperson, a Secretary, a Treasurer, a Webmaster and a Student Section Advisor. Additional Board Members may be elected if required. One officer shall be designated the Student Section liaison representative to the SNAME Western Europe Section.

ARTICLE III - SPONSORING SECTION

This Student Section is sponsored by the Western Europe Section of The Society of Naval Architects and Marine Engineers.
ARTICLE IV - MEMBERSHIP

Any person who is studying at Aalto University and is accepted as a member of The Society of Naval Architects and Marine Engineers can apply membership. The board will accept membership applications upon receiving confirmation of the membership.

ARTICLE V - MEETINGS

The provisions of the Bylaws and the rules of The Society of Naval Architects and Marine Engineers and the practices of the Society with respect to the professional sessions for discussion of papers shall govern the procedure of the Student Section. The quorum for meetings shall be 4 officers attending. The spring meeting shall be held between March and May and autumn meeting between October and December. Special meetings may be called depending upon the need of the Society.

ARTICLE VI - DUTIES OF OFFICERS

Section 1 - Chairperson. The Chairperson shall preside at all meetings of the Student Section and be responsible for planning and supervising the program and activities of the Section. The chairperson shall also be the contact person to the Society.

Section 2 - Vice-Chairperson. In the absence of the Chairperson, the duties of the Chairperson shall be performed by the Vice-Chairperson. If the office of the Chairperson becomes vacant, the Vice-Chairperson shall succeed the chairperson. The Vice-Chairperson shall also encourage SNAME membership and assist with membership renewals.

Section 3 - Secretary. The Secretary shall have general responsibility for the correspondence of the Student Section and shall take the minutes of all meetings of the Student Section. If office of the Vice Chairperson becomes vacant concurrently, the Secretary shall succeed the Vice-Chairperson.

Section 4 - Treasurer. The Treasurer shall be in-charge of the records and accounts of the Student Section and the collection and disbursement of funds. The disbursement of funds must be as approved by the Chairperson. A budget shall be prepared by the Treasurer covering all expenses for each fiscal year. The budget shall be submitted for approval to the spring meeting of the board. If the offices of the Chairperson and Vice Chairperson become vacant concurrently, the Treasurer shall succeed the Secretary.

Section 5 - Webmaster. The webmaster shall coordinate all publicity relating to the activities of the Section and maintain the Aalto University microsite.
Section 6 - Student Section Advisor. The Student Section Advisor shall be appointed by Aalto University. He/she shall be responsible for the proper operation of the Student Section under the Bylaws, policy and guidance of the Society and the sponsoring Section. He/she shall provide direction in the area of parliamentary procedure, meeting facilitation, group-building, goal setting, and program planning and maintain an awareness of the activities and programs sponsored by the Student Section. He/she shall be responsible for the continuity of the Section between school years and for maintaining the technical and professional excellence of the Section program and activities and for other matters as assigned by the Aalto University.

Section 7 - Board Member. The Board Member(s) shall assist in all matters relating to the Student Section’s activities where required.

ARTICLE VII - ELECTION OF OFFICERS

Section 1 - The officers shall be selected during autumn meeting and their term shall begin in 1st of January and last for one year.

Section 2 - Quorum must be met for elections to occur, unless otherwise approved by the Faculty Advisor. An officer shall be elected by a two-thirds majority vote by the members in good standing present at the meeting. The current chairperson, or succeeding officer member, will abstain from voting and will decide in the event of a tie.

Section 3 - At least one elected Officer of the Section must have at least two Semesters remaining at Aalto University so that his experience may be available to the Section for the year following his/her term of office.

ARTICLE VIII - ORDER OF BUSINESS

- Getting the List of Attendees for the meeting
- Reading of the Minutes of previous meeting
- Special announcements
- Committee reports
- Stated business
- New business
- Lecture or reading of papers
- Adjournment
ARTICLE IX - AMENDMENTS

Amendments to these Bylaws shall be presented at a regular meeting by the Executive Committee. The amendments shall be brought to the attention of the members by the Secretary in the notice for the next regular meeting, at which time the amendment will come before the Student Section for discussion and action. A two-thirds vote by the members in good standing present at that meeting in favour of the amendment shall be necessary for its adoption. The amendment is subject to approval by the senior sponsoring Section and the Chairperson of the Sections Committee of the Society. A member in good standing is one who has paid his dues to the Society in accordance with the Bylaws of the Society.

Any member may suggest amendments to the Bylaws by submitting in writing to the Secretary of the Student Section. Amendments proposed by five (5) or more members of the Student Section may be voted on at a regular Student Organization meeting, provided notice in writing of such proposed amendment has been made to the membership not less than seven (7) days prior to such meeting.

ARTICLE X - FISCAL YEAR

The fiscal year for the Aalto University Student Section of The Society of Naval Architects and Marine Engineers shall commence on 1st of July and terminate on 30th of June next following.

List of Officers

Chairperson: Lassi Mastomäki
Vice Chairperson: Essi Ekman
Secretary: Veikko Ahola
Treasurer: Alexander Jerne
Webmaster: Juho Särkkä
Student Section Advisor: Spyros Hirdaris
Board member: Eetu Kivelä
Board member: Joakim Heinolainen