

Rochester Institute of Technology

Honors Program

Special Projects Committee Bylaws

Article I – Statement of Purpose

The Honors Program Special Projects Committee facilitates the brainstorming and implementation of innovative projects and ideas intended to improve the Honors experience, including events and initiatives outside of the scope of Honors Council and of other Honors Committees.

Article II – Membership

I. Members of the committee must be current members of the RIT Honors Program.

II. Participating members will attend 50% of all meetings called by the chairperson(s) during an academic term. This excludes the summer term, when meetings will only be held due to special circumstances.

Article III – Chairperson

I. The participating members of the committee will elect the chairperson(s) of the committee during week 10 of the semester.

II. The chairperson(s) must attend and facilitate 90% of all committee meetings.

III. The chairperson(s) will take office at the beginning of Week 1 of the Fall term. From Week 10 until they take office, the future chairperson(s) will shadow the current chairperson(s).

IV. In the case of co-op or other circumstances preventing a chairperson from performing his or her duties for a period of time, an election will be held to determine an interim chairperson.

V. An interim chairperson will step down from office when the original chairperson returns, unless that person chooses not to resume the position. In this case, the interim chairperson will become the regular chairperson until the end of the academic year.

VI. In the case of a chairperson not being able to fulfill the duties of the position, he or she may choose to step down and revert to regular member status. An election will then be held to determine who will serve in their position for the remainder of the year.

VII. A chairperson may be removed from office via discussion followed by a vote by participating members. A majority vote is required to remove the chairperson.

VIII. An additional chairperson may be elected at any time throughout the year if it is deemed prudent and necessary for the administration of the committee by the presiding chairperson(s) and/or participating members of the Special Projects Committee, with a limit of two chairpersons at a time.

Article IV – Meeting Procedure

I. Meetings will be held as called by the chairperson(s).

II. Meetings will also be held with members of the Honors Program faculty and staff as needed, to be determined by the chairperson(s).

III. Meeting minutes will be recorded for each meeting called by the chairperson(s). These will be shared with the entire Special Projects Committee and, upon request, the entire Honors Program.

Article V – Amending the Bylaws

Amendments to these bylaws must be approved by 70% of members in good standing in a vote held by the committee.