

Rochester Institute of Technology

Honors Program

Steering Committee Bylaws

Article I – Statement of Purpose

The Honors Program Steering Committee, also known as the Honors Cookie Club, aims to provide the constituents of the Honors Program whom attend the committee meetings with copious amounts of cookies, as well as to facilitate the discussion and implementation of innovative projects and ideas meant to better the Honors Program, improve its public image, and increase student involvement and satisfaction.

Article II – Membership

- I. Members of the committee must be current members of the RIT Honors Program.
- II. Active membership is established by attending 50% of all meetings called by the chairperson(s) during an academic quarter (excluding summer quarter when meetings will only be held due to special circumstances).

Article III – Chairperson

- I. The active members of the committee will elect the chairperson(s) of the committee during the month of April.
- II. The chairperson(s) must remain an active member to serve in his or her position.
- III. The chairperson(s) will take office at the beginning of Fall Quarter of the next academic year. Any activities that need to be accomplished before the new chairperson(s) takes office will be accomplished by the previous 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 term.
- VII. A chairperson may be removed from office by a discussion followed by a vote. A majority vote is required to remove the chairperson.
- VIII. An additional chairperson may be elected at anytime throughout the year if it is deemed prudent and necessary for the proper administration of the committee by the presiding chairperson(s) and/or active members of the Steering Committee.

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. Cookies shall be provided to the attending peoples at all Steering Committee meetings, by the Chairperson(s) and/or a volunteering member, barring any extenuating circumstances.

Article V – Amending the Bylaws

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