Rochester Institute of Technology

Honors Program

Technology Committee Bylaws

Article I - Statement of Purpose

To serve as a body for designing, managing, enhancing and maintaining the Honors Program's computing services.

Article II - Membership

I.   Members — A member is a current RIT Honors student who falls into one of these categories:

    a. Active Members — An active member of the Technology Committee is a current RIT Honors student who has an attendance record of at least 50% of the meetings in a quarter or who has shown continued progress toward a substantial project as determined by the committee chairperson.

    b. System Administrators — A system administrator is an active member of the committee who has been granted administrator privileges on the honors server. System administrators must obey the will of the committee with respect to maintaining and working on the server. They are responsible for performing the tasks delegated to them by the committee.

II.   An active member may become a system administrator by being nominated by a current system administrator, and subsequently approved by a discussion and a vote. A system administrator may be removed by discussion and a majority vote.

III.   System administrators are directly responsible within the committee for maintenance and administration of the Honors server. As such, they are required to cooperate with the administrators of the network on which the Honors server sits, and are subject to all requirements placed upon them by those administrators.

Article III - The Chairperson

I.   Duties of the Chairperson

a. Call meetings of the Committee and create the agenda for meetings.

b. Report to the Honors Council and Vice Presidents as required by the Honors Constitution.

II. Election of the Chairperson — Election of the chairperson will be decided by a vote at the end of each academic year. The term for the chairperson is one year. There are no limits on the number of years one person may serve as chairperson.

III. Removal of the Chairperson — The chairperson may be removed after a committee discussion and a vote.

Article IV - Meeting Procedure

I. Meeting Requirements

a. The committee should meet once per quarter or more as needed.

b. The chairperson must be present at all meetings.

II. Decision-making Procedure

a. Voting

i. A Vote is the process by which the committee makes decisions for procedural matters. The procedure for a vote is as follows:

1. Each option is nominated by an active member.

2. Each option must be seconded by another active member.

3. All active members present then vote for an option; abstention from voting is always allowed. If the vote is on a motion, voting against the motion is also automatically an option.

ii. For a vote to be valid it must meet a quorum of six people or 50% of all active members, whichever is greater. If there are fewer than six active members in the committee, then a quorum will consist of 75% of active members.

iii. As long as a vote meets quorum, the option that receives the plurality of the votes shall be the decision of the committee on this procedural matter.

b. Discussions — Decisions of the committee not on procedural matters, but on technical matters relating to the Committee's primary mandate will be decided by a discussion. The goal of a discussion is to reach a consensus on the issue

at hand. Should the committee not be able to come to a consensus, the chairperson and system administrators will consult with the IT department advocate in the Golisano College. The issue will be re-discussed at the following meeting, and if a consensus still cannot be reached, the chairperson and system administrators will make a decision.

Article V - Amendment of the Bylaws

All decisions affecting these bylaws are valid and in effect after discussion and a vote approves, and subsequent approval by the Honors Council. This includes both initial ratification as well as amendments.

Article VI - Committee Procedures, Requirements, Definitions, and Goals

I.   Definitions
   a. Honors Server — The Honors server is the computer server owned by the Honors program, for the benefit of the Honors program council, committees, and students.
II.   Goals
   a. To serve as the official body within the Honors Program responsible for the Honors server.
   b. To keep the Honors server in working order; this includes keeping all services which are provided by the server running and up-to-date.
   c. To create and promote standards for Honors council and committee websites.
   d. To aid the Honors council, committees, and students with the creation and operation of websites.
   e. To facilitate elections of council officers and college representatives via the honors website.
III.   Requirements and Procedures
   a. At any given time there must be at least one System Administrator who is an active member.
   b. If all active member system administrators know they will not be able to continue, they must nominate a replacement.

c. In the event that there are no remaining active member system administrators, the chairperson may nominate a replacement. It is recommended that the chairperson consult with any remaining System Administrators, but this is not strictly required.

Article VII – Elections

I. Obligation

   a. The Technology Committee is responsible for fulfilling section E, item 5 of the honors constitution.

   b. The Technology Committee is not to serve as an interpretation platform, but as a facilitator of an impartial election for the Honors Program.

   c. This committee regulates honors elections, maintains an accurate record of previous honors elections, and makes reports concerning honors elections to the honors council, the advocates, and the central office.

II. Procedures

   a. An elections subcommittee will be formed from the Technology committee members to facilitate the elections.

   b. This subcommittee will make available online applications and petitions approximately two weeks prior to elections.

   c. This subcommittee will provide means of voting via an online ballot.

   d. This subcommittee will tally votes and report the results to the honors council, advocates, and central office.

III. Caveats

   a. Members of the election subcommittee may not run for office in the election for which the subcommittee was formed.

   b. Any members of the Technology committee that are not members of the election subcommittee will not have access to submitted applications, petitions, or votes until after the election process has concluded.