

Constitution of the Interactive Media Group Established Fall 2000

Article I. Name

Interactive Media Group (IMG)

Article II. Purpose

The organization was developed as a tool for the Computer Graphics and Interactive Media (CGIM) and Computer Information Systems (CIS) department's students. This will allow them to use their collective knowledge to gain information and learn about the industry.

Article III. Members

Membership is open to all students.

Article IV. Officers

President, Secretary, Treasurer, Public Relations, and Project Manager; one year term pending graduation vacancies will be filled by advisor's and officers' vote. To dismiss an officer there must be a unanimous vote by the officers. If in the event of an officer resigning, and acting member will be appointed to fill the office temporarily until the IMG can nominate and approve a replacement.

Article V. Fiscal Agent/Faculty Advisor

The Faculty advisor must be a CGIM instructor. A show of interest is all that 'is necessary.

Article VI. Meetings

IMG meetings differ each semester depending on member availability. Officers meetings differ each semester depending on officer availability. An advisor or officer can designate a time for a special meeting if the need arises.

Article VII. Quorum

The number of members is based on the number of CGIM majors that show interest in joining the group. One-half the number of members should be present to transact business.

Article VIII. Amendments

A notice will be sent via e-mail on week prior to a meeting established to amend the constitution. The constitution can be amended, only if there is majority vote by the officers and members. Any changes that need to be made to the constitution, will be proposed at meetings, voted upon, and updated on a semester basis.

Article IX. Ratification

The requirement for ratification of the constitution for the Interactive Media Group will be completed by a quorum of 51% of the consortium's members

By-Laws

1. A member has the right to voice opinion and personal concerns to everyone in the group, vote members for office, and contest any decisions deemed unfair by themselves to the officers or faculty advisor of the group. The duties of the members are to work within the group in a productive manner. If a consortium member's duties are not fulfilled with the allotted time, three notices will be given before a letter of expulsion will be sent to a member. A member may be expelled due to inconsistency in attendance to meetings, not coming, or not receiving an excuse to a mandatory meeting, and by not doing the required duties to be met by members of IMG. Every member must work on at least one fundraiser or project and or do work for the group in some way.
2. To resign, a letter or resignation must be signed by the member and given to an officer. If this is not done, portfolio work belonging to IMG may not be released to the departing member.
3. The organization reserves the right to name alumni or generous persons as honorary members; they may contribute to major decisions and voice opinions having to do with the organization.
4. Officer selection will occur the second week of April. The members of IMG will vote officers into office.
5. Duties of Officers
 - President- to communicate with outside organizations, to organize activities, jobs, and fundraisers
 - Secretary- to take minutes of the meetings and writes the documents used for written communication. In absence of the President, the secretary will conduct meetings, and all other necessary business.
 - Treasurer- to manage the consortium's monetary funds and to provide input as necessary, distribute funds as needed as well as researching the educational aids that the fundraisers provide funding for.
 - Public Relations – to assist the President in contacting outside organizations; main responsibility is the maintenance of the website and virtual relations with outside sources.
 - Project Manager- over sees all projects being held by IMG. Keeps necessary officers informed about the projects.
 - At least two officers must be present at fundraiser activities.

6. See attached document (Interactive Media Group Committee Development)
7. To have a quorum when voting on proposed decisions, 51% of the Interactive Media Group needs to be present.
8. If a member wishes to propose a change to the constitution, the amendment should be brought to the attention of an officer before it is voiced at a meeting.
9. A majority vote at member meetings is required to amend the by-laws.

Interactive Media Group Committee Development

The offices of President, Secretary, and Treasurer will create the committees and assign a committee chairperson. There will be two or three people in each committee for a job.

1. Any CGIM or CIS major that has a job proposal for the Interactive Media Group should contact the President, Secretary, or Treasurer.
2. Announcements of pending jobs for CGIM or CIS majors will be made at meetings and via e-mail. Replies from interested IMG members should be by e-mail or in written form with contact information. All replies will be taken into consideration for formation of the job committee.
3. The officers involved in the committee forming process will review applicant's qualifications and strength/weaknesses to create a committee, report committee members to advisor, Lewis Mayfield, and Computer Graphics & Interactive Media Department Chairman, Alan Garfield, for final agreement.
4. Committee members will be notified via e-mail or phone.
5. Any funds accrued from outside sources from jobs accomplished by the Interactive Media Group will go to the university account set up for purchasing materials for the Computer Graphic & Interactive Media Department. In the event of IMG disbanding, the remaining funds go to the CGIM Department.