



CONSTITUTION OF THE KANSAS STATE UNIVERSITY  
STUDENT CHAPTER OF THE  
ASSOCIATED GENERAL CONTRACTORS OF AMERICA  
(Adopted November 30, 1967)  
Revised 9/16/2008

Article 1 - NAME

Section 1: The name of this organization shall be the Kansas State University Student Chapter of the Associated General Contractors of America.

Section 2: Official acronym shall be KSU-AGC.

Article II - PURPOSE

Section 1: This chapter shall be a non-profit organization.

Section 2: To develop an appreciation and understanding of the ideals and objectives of the Associated General Contractors of America and to promote the same with the student organization, insofar as these ideals and objectives are compatible with the policies of Kansas State University.

Section 3: To provide an organization dedicated to the advancement of student interests in construction, with emphasis on building construction.

Section 4: To promote professional rather than social and fraternal aspects of student activities at Kansas State University.

Section 5: To provide a liaison between student members and the construction industry.

Article III - MEMBERSHIP

Section 1: At the beginning of each school year, application for membership shall be submitted on the chapter's application form to the Executive Committee for approval.

Section 2: Any student pursuing a degree at Kansas State University, and meeting the academic requirements necessary to be in good standing with said University, shall be considered a MEMBER upon payment of appropriate dues.

Section 3: This organization retains the privilege to remove any student's membership by a two thirds majority vote of all members, for conduct unbecoming this organization.

#### ARTICLE IV - ANNUAL DUES AND ASSESSMENTS

Section 1: Chapter dues for MEMBERS shall be *five* dollars (\$5.00).

Section 2: (a) An assessment may be levied upon all members by a majority vote of two-thirds of all members. Such assessment shall be alike and equal for each member, and shall not exceed five dollars (\$5.00) per member in any school year.

(b) Notices of the intention to levy assessment, stating the amount thereof, the reasons and necessity therefore, when it shall be payable, and the time within it must be paid before a member will be default for non-payment thereof, shall be payable, and the time within it must be paid before a member will be default for non-payment thereof, shall be publicly posted on the official bulletin board not less than ten days prior to the meeting of this chapter at which the proposed assessment is to be voted on.

(c) Moneys received from dues and assessments are to be expended for the mutual benefit of the chapter only.

#### ARTICLE V - OFFICERS, QUALIFICATIONS AND ELECTIONS

Section 1: The officers of this chapter shall consist of a President, Vice President, Secretary, Treasurer, Director of Public Relations, Director of Chapter Activities, and Underclassman Representative, and shall be elected from among the members.

Section 2: Officers shall serve a term of one year and shall be elected by a majority vote of the MEMBERS, except for the Underclassman Representative. Election of officers except the Underclassman Representative shall be at the April meeting of each school year.

Section 3: Officers shall be installed at a regularly scheduled meeting during the month of May of each school year. The president of the current year shall preside at this meeting.

Section 4: Office vacancies shall be filled by a special election except for the office of President, which shall automatically be filled by the Vice President.

Section 5: Underclassman Representative to be elected in fall by Freshman/Sophomore students in Construction Science and Management.

Section 6: All officers shall not be absent from more than 2 Executive Board meetings per semester, subject to removal by Executive Board.

Section 7: All officers shall update notebooks for proper yearly turnover.

## ARTICLE VI - DUTIES OF OFFICERS

Section 1: The President shall:

- (a) Preside at all regular or special meetings
- (b) Serve as Chairman of the Executive Committee.
- (c) Coordinate all activities of the officers and committees.
- (d) Appoint all committees headed by an Executive Board member and Committee Aides from AGC members as necessary, subject to the approval of the Executive Committee.
- (e) Call all meetings of the chapter and authenticate by his signature, all proceedings of the chapter.

Section 2: The Vice-President shall:

- (a) Act for the President in his absence or incapacity.
- (b) Assist the President in all administrative duties.
- (c) Serve as chairman of the Program Committee setting members meeting.
- (d) Serve as the chapter's representative to the Student Council of the College of Engineering.
- (e) Coordinate of service work projects.

Section 3: The Secretary shall:

- (a) Record and distribute the minutes of all chapter meetings and Executive Committee meetings.
- (b) Keep an accurate account of the members present at each meeting.
- (c) Conduct all general correspondence of the chapter.
- (d) Be responsible for the preparation of the annual report to be submitted to the national office of the Associated General Contractors of America and the University Activities Board.

- (e) Edit & publish monthly newsletter The Hard Hat.
- (f) Make bylaws available to AGC Members.

Section 4: The Treasurer shall:

- (a) Keep all financial records of the chapter.
- (b) Maintain a list of all members of the chapter.
- (c) Collect all dues and other income.
- (d) Make disbursements upon approval of the Executive Committee.
- (e) Make periodical reports to the chapter. (Minimum beginning & end of year)
- (f) Submit an annual itemized financial report to the chapter and faculty advisor.
- (g) Assist the secretary in the preparation of the annual report.
- (h) Deposit the moneys collected in an approved account. Said funds shall be deposited and withdrawn only with the approval of the Executive Committee.

Section 5: The Director of Public Relations shall:

- (a) Take photos of work projects and other events and activities.
- (b) Update and maintain the chapter website.
- (c) Organize picnics and functions.
- (d) Update and maintain display boards

Section 6: The Director of Chapter Activities shall:

- (a) Organize Jr. Achievement activities.
- (b) Coordinate field trips.
- (c) Conduct fund raising projects.

Section 7: The Underclassman Representative shall:

- (a) Liaison to underclassmen.
- (b) Promote membership.

## ARTICLE VII - EXECUTIVE COMMITTEE

The Executive Committee shall consist of the President, Vice-President, Secretary, Treasurer, Director of Public Relations, Director of Chapter Activities, and Underclassman Representative. The duties of the Executive Committee shall be to direct, control, and administer the affairs of the student chapter. It shall carry out the policies and instructions of the chapter adopted at any chapter meeting, and shall act for and in behalf of the chapter in all matters within its jurisdiction. It shall meet at the discretion of the Presidents.

## ARTICLE VIII - FACULTY ADVISOR

The Faculty Advisor shall be a full time faculty member teaching in the Construction Science and Management curriculum of the College of Engineering.

- (a) The Faculty Advisor will be appointed by the Department Head of Architectural Engineering and Construction Science and shall serve until properly relieved.
- (b) The Faculty Advisor shall counsel with and advise the chapter in their achievement of the stated purpose of the organization.
- (c) The Faculty Advisor shall endeavor to attend all meetings of the chapter.
- (d) The Faculty Advisor shall receive and safeguard all records of the chapter at the end of each academic year and distribute said records to the incoming officers of the chapter at the beginning of each fall term.

## ARTICLE IX - VOTING

Section 1: Each MEMBER shall have one (1) vote on all questions of legislation, elections, and assessments.

## ARTICLE X - MEETINGS

Section 1: A monthly meeting shall be held at a time and place fixed by the Executive Committee. A special meeting may be called by the Executive Committee at anytime, or by written request of 20% of the MEMBERS. This request shall be presented to the President.

Section 2: A majority of the voting members and any two members of the Executive Committee shall constitute a quorum for the transaction of business at any meeting.

ARTICLE XI - AFFILIATION WITH THE ASSOCIATE GENERAL  
CONTRACTORS OF AMERICA

Section 1: Affiliation with the Associated General Contractors of America constitutes the following responsibilities and privileges.

- (a) The student chapter shall assist in the accomplishments of the mutual objectives of the Kansas Builders Chapter of the Associated General Contractors of America and the national organization insofar as these objectives are compatible with the policies of Kansas State University.
- (b) The Kansas Builders Chapter of the Associated General Contractors shall sponsor the student chapter.
- (c) All members of the student chapter shall receive the benefits of sponsorship by the Kansas Builders Chapter.
- (d) MEMBERS of the student chapter shall receive the benefits as set forth in the national organization Regulations for A.G.C. Student Chapters.

ARTICLE XII - AMENDMENTS

Amendments to this constitution may be made under the following conditions only:

- (a) A majority vote of MEMBERS present.
- (b) Proposed amendments shall be made available to members prior to voting.