ARTICLE I: NAME AND OBJECT

1. The name of this organization shall be the University of Oregon Chapter of the Upsilon Pi Epsilon Association, an honor society in Computer Science.
2. The object of this chapter of the Association shall be the promotion of high
   scholarship and original investigation in the field of Computer and Information Science.
3. The University of Oregon Chapter of the Association shall be located at the
   University of Oregon in Eugene, Oregon.

ARTICLE II: GOVERNMENT

1. The University of Oregon Chapter shall be governed by this Constitution,
   together with the amendments to the same, and by the By-Laws enacted to
   provide for those governmental functions of a more routine nature.
2. The Constitution and By-Laws of this chapter shall be adopted and changes
   thereto enacted by an affirmative vote of two-thirds of the active members of
   the chapter.
3. The provisions of this constitution shall be subordinate to those of the
   Constitution and By-Laws of the Upsilon Pi Epsilon Association.

ARTICLE III: MEMBERSHIP

1. This chapter shall consist of members and honorary members.
2. The membership of the chapter shall be made up of individuals whose
   academic achievements, reputation, and creative abilities deserve recognition,
   and whose membership would enhance the stature of the Association.
   Specifically, the membership shall include graduate and undergraduate
   students, former students, and faculty in the Computer and Information Science Department at the University of Oregon, elected according to the
   procedures detailed in Article IV of this Constitution.
3. Honorary members shall be individuals of distinguished achievement in the
   field of Computer Science.
4. The active membership of this chapter of the Association shall consist of
   those members who satisfy the fiscal and attendance requirements set forth in
   the By-Laws. The privilege of voting in membership elections and
participation in other official functions of the chapter shall be restricted to
active members.

5. Eligibility for membership shall not be restricted according to race, color,
national origin, sexual orientation, religion, or sex.

ARTICLE IV: ELECTION OF MEMBERS

1. The eligibility of students, former students and faculty for election to
membership in this chapter of the Upsilon Pi Epsilon Association shall be
determined as follows:
   a. A graduate student must be a candidate for a graduate degree in
      Computer Science, and must have completed at least 27 credit hours of
      graduate credit in Computer Science and a grade point average of at
      least 3.75, and must rank in the upper third of all graduate students in
      the Computer Science program satisfying the credit requirement.
      Furthermore, a student in the master's program must have exceptional
      academic achievement; a student in the doctorate program must show
      solid evidence of original research.
   b. An undergraduate student must be a candidate for an undergraduate
      degree in Computer Science, and must have completed at least fifty
      credit hours of Computer Science or degree-related coursework
      including at least two 300-level Computer Science courses. Further, he
      or she must have a grade point average of at least 3.50, a grade point
      average of at least 3.70 in Computer Science and rank in the upper
      third of all majors in the Computer Science program satisfying the
      credit requirement.
   c. A faculty member must have been teaching in the Computer Science
      program or in a field closely related to Computer and Information
      Science at the University of Oregon for at least one year in order to be
      eligible for membership. He or she must have been in responsible
      charge of development, preparation, or presentation of courses, or in
      charge of research in the field of Computer Science. Achievements
      shall determine eligibility for a faculty member.
   d. Former students, who at the time of their completion of degree
      requirements in Computer Science satisfied the grade point average and
      class rank requirements of subsections 1a or 1b of this section, shall be
      eligible for election to membership in this chapter of the Association.
   e. Those who do not qualify under the provisions of the previous
      subsections, but whose achievements in and contributions to the
      Computer and Information Science field qualify them, in view of the
      Membership Committee, shall be eligible for election to membership in
      the Association.
2. All candidates for election to membership, qualified according to the previous section, shall be reviewed by the Membership Committee. Those reported favorably by the Committee shall be proposed for election.

3. Each candidate must be discussed individually by name, and then the balloting for his or her election shall be carried out before the next candidate is considered. In case a candidate fails a first ballot, he or she may be discussed further, and a second vote, which is final, shall be taken.

4. Election of a candidate to membership shall be by three-fourths affirmative vote by the members present and voting.

5. The maximum number of members shall not be limited.

6. The election of new members shall be held within four weeks before the end of the Fall term.

7. Membership shall not be offered to a particular individual a second time if such membership has been previously declined by that individual for any reason with the exception of hardship cases.

8. A member can be removed from the Association if that member has been found to have engaged in academic dishonesty. In such a case, membership shall be revoked by an affirmative vote of three-fourths of the active membership.

**Article V: Officers**

1. The Executive Council of the chapter shall consist of the Faculty Advisor and the following elected officers: President, Vice-President, Secretary, and Treasurer.

2. The duties of the President shall be to call and preside at all meetings, to appoint committees and to authorize payment of bills presented against the chapter, upon approval of the Executive Council.

3. The duties of the Vice-President shall be to perform the duties of the President in the absence of the President. He or she shall also become President in case of resignation or disability of the President. In addition, he or she shall be responsible for the coordination of committees and the proper conduct of meetings.

4. The duties of the Secretary shall be to keep records of all transactions of the chapter, and in particular, to keep the minutes of the meetings. In addition, he or she will be responsible for the handling of all correspondence for the chapter.

5. The duties of the Treasurer shall be to collect all dues and assessments and to issue, with the assistance of the Secretary, notices of special assessments. He or she shall have charge of all funds of the chapter, and shall pay therefrom bills presented against the chapter and approved for payment.

6. Election of officers shall be held each Spring term. Officers will be elected by a simple majority of members present at the meeting. Newly elected officers shall be installed and shall begin to serve the meeting following their election.
7. Vacancies in any office other than that of the President shall be filled by appointment by the President with the approval of the Executive Council.

8. The Faculty Advisor shall be a member of the Computer and Information Science department graduate faculty or teaching staff. The duties of the Faculty Advisor shall be to consult on matters of chapter policy and to act as auditor of chapter finances. He or she shall also be the presiding member of the Membership Committee. The Faculty Advisor shall be confirmed by a simple majority of assembled members at a regular meeting. The Faculty Advisor may likewise be removed by a simple majority vote.

9. The Membership Committee shall consist of the Executive Council, the Faculty Advisor, the chair of the Undergraduate Education Council, or his designate, and the chair of the Graduate Education Council or his designate. The termination of service of the members of the Membership Committee shall be by resignation, submitted to and accepted by the Executive Council of the chapter. The Membership Committee shall be responsible for the screening of the students that meet the scholastic eligibility requirements of the Association and shall recommend for election those they deem otherwise qualified.

10. An officer may be recalled from his or her position due to gross misconduct or dereliction of duty. A recall will occur if three-fourths of the active membership petition the Executive Council. If the President is removed, the Vice President will fill the position. In all other cases the President shall appoint a new officer to fill the vacant position with the approval of the Executive Council.

**ARTICLE VI: RATIFICATION AND AMENDMENT**

1. This Constitution shall become effective immediately upon ratification by a three-fourths affirmative vote of the invited charter initiates and the Membership Committee of the whole.

2. This Constitution shall remain in effect until revised or amended.

3. Amendments to this Constitution may be proposed by any member of the chapter at a regular or special meeting. The proposed amendment shall be discussed and a vote for further discussion shall be taken; a simple majority of the active members present shall determine that consideration. On approval, the proposed amendment shall be formally framed by the Executive Council.

4. Amendments framed according to the previous section shall be circulated to the entire active membership of the chapter, together with appropriate commentaries and a written, or electronic, ballot. The ballots will be returned to the Secretary within two weeks of distribution. The Secretary and Vice-President shall tally the votes and make the results of the balloting public at the following regular meeting of the chapter.

5. A three-fourths favorable vote of the returned ballots shall be required for ratification of each amendment.
6. The amendment shall become effective immediately upon announcement of the results of the ratification election.
UPSILOM PI EPSILON ASSOCIATION  
COMPUTER & INFORMATION SCIENCE  
UNIVERSITY OF OREGON  

BY-LAWS  

ARTICLE I: SCOPE OF THE BY-LAWS  

1. These By-Laws shall govern the conduct of the chapter in those matters not specifically treated in the Constitution.  
2. Provisions of these By-Laws shall be subordinate to those of the Constitution of this chapter and those of the Constitution and By-Laws of the Upsilon Pi Epsilon Association.  

ARTICLE II: ELECTION OF OFFICERS  

1. The officers of the chapter shall be elected at least two weeks prior to the end of the Spring Term.  
2. At least one transition meeting must be held before the end of the Spring Term following elections at which all newly elected and newly departing officers must be present to discuss the transition of the chapter.  
3. Installation of the officers shall take place immediately following their election. The new officers will assume their duties upon installation.  
4. In order to be eligible to hold office, the President must have been active in the Chapter for at least one term.  
5. The officers of this chapter shall be elected by secret ballot and there shall be no voting of proxies allowed.  
6. The Faculty Advisor shall be chosen from the Computer and Information Science Department graduate faculty or teaching staff.  

ARTICLE III: MEETINGS  

1. Special meetings may be called by the President, the Executive Council, or by petition of one-quarter of the active membership of the chapter.  
2. The chapter may vote to hold regular meetings during the Fall, Winter and Spring terms.  
3. A quorum shall consist of one-third of the active members of the chapter in the conduct of the business of the chapter, except for the election of officers and new members, at which one-half of the active members of the chapter must be present.
4. Except as specifically stated in the Constitution and By-Laws, the parliamentary guide for the conduct of all meetings shall be Robert's Rules of Order.

5. The order of conduct of a regular meeting shall be as follows:
   a. call to order
   b. roll call
   c. reading of minutes
   d. committee reports
   e. unfinished business
   f. new business
   g. program or technical session (optional)
   h. adjournment

6. Initiation of new members may be conducted at a regular meeting or a special meeting called for the purpose.

7. Notification of all active members shall be given by the Secretary one week prior to a special meeting. The notification shall state the purpose of the meeting.

8. No business other than that which the meeting was called for shall be conducted at a special meeting.

ARTICLE IV: SPECIAL DUTIES

1. In addition to his or her regular duties, the Secretary shall make all arrangements for the meetings.

2. In addition to his or her regular duties, the Vice-President shall perform the duties of the Parliamentarian.

ARTICLE V: ATTENDANCE

1. To maintain Upsilon Pi Epsilon as a thriving service organization, active members are expected to attend meetings and participate in service activities sponsored by the local chapter of Upsilon Pi Epsilon. The service activities will be determined each term by the executive council, in consultation with the Upsilon Pi Epsilon membership. Types of Organizational effort may include tutoring, arranging a speaker, or giving a talk.

2. Members who fail to participate in chapter activities as detailed in section 1 of this article for two consecutive terms, excluding summer term, may be placed on inactive status by a unanimous vote of the executive council. A meeting of the executive council for the purpose of moving members to inactive status shall be announced by the secretary at least one week prior to the meeting. The meeting shall be held in a place accessible to all UPE members, although the meeting
shall not be considered a regular meeting as established in section 1 of this article.

3. Alumnus members having pre-paid their dues will be queried concerning their desire to remain active on a special form included in their initiation banquet invitation packet; failure to respond will be considered an expression of desire for inactive status.

4. Restoration of a member to active member status shall be by affirmative vote of a majority of the active members present.

ARTICLE VI: FINANCES

1. Each initiate shall be required to pay all dues and initiation fee prior to his or her initiation.

2. One week prior to the election of officers, the Treasurer shall submit to the President and Faculty Advisor a written statement of the financial condition of the chapter. At each election meeting, this will be submitted to the chapter and entered into the minutes upon acceptance by the chapter.

3. Special assessments may be made at any time, upon approval by three-fourths of the active members of the chapter.

4. If a special assessment is not paid by an active member, the member shall revert to inactive status.

5. Should the Chapter become defunct, all funds shall be held by the Computer and Information Science department until such time as a new chapter of the Upsilon Pi Epsilon is established, whereupon the funds shall revert to the new chapter.

ARTICLE VII: INITIATION

1. The initiation of new members shall be held within eight weeks of the time of their election.

2. The initiation shall specifically avoid any practice which conflicts with the University of Oregon regulations or which constitutes an attack on the personal dignity of the initiates. The activities shall be devised to stimulate the candidate's interest in Computer Science and to acquaint them better with the members of the chapter.

ARTICLE VIII: ELECTION OF MEMBERS

1. There shall be one election of new members each year.

2. The Membership Committee shall prepare a list of all eligible candidates.

3. The list prepared according to the previous section shall be submitted to the faculty members who are members of the Association, who shall
be asked to make written remarks with respect to the fitness of the candidates with whom they are acquainted.

4. The list of eligible candidates, together with the faculty member's remarks shall be submitted to the chapter Membership Committee for final screening.

5. The names of those elected to membership shall be given to the Secretary, who shall then issue invitations to become members of the Association, and of this chapter.

6. Failure of a member-elect to notify the chapter of his or her acceptance of the invitation to membership within three weeks of its issuance shall constitute notice of refusal.

ARTICLE IX: ADOPTION AND AMENDMENT

1. These By-Laws shall become effective immediately upon adoption.
2. These By-Laws shall remain in effect until revised or amended.
3. A provision of these By-Laws may be temporarily suspended by a three-fourths vote of the active membership of the chapter.
4. A two-thirds affirmative vote of the active membership of the chapter shall be required for the adoption of an amendment to these By-Laws.
5. These By-Laws shall be kept current by editing of the source document, pen and ink correction, or insertion of supplementary sheets, when such is necessary.