

**Bylaws of the
PCA&D Student Chapter
of the Association for Computing Machinery (ACM)
Special Interest Group on Computer Graphics (SIGGRAPH)**

Article I - Name and Scope

1. This organization shall be called the **PCA&D** Association for Computing Machinery Special Interest Group on Computer Graphics Professional Chapter, also known as **PCA&D ACM SIGGRAPH**. In these bylaws it will be referred to as "the Chapter" and the Association for Computing Machinery will be referred to as "ACM".
2. The scope of the Chapter is computer graphics and related activities.
3. The Chapter will support activities complimentary to ACM SIGGRAPH, the ACM SIGGRAPH Chapters, the ACM, and other ACM activities at PCA&D.

Article II - Purpose

1. The Chapter is organized and will be operated exclusively for educational, artistic and scientific purposes. Specific objectives include:
 - To promote an increased knowledge of and greater interest in the educational, artistic, and scientific aspects and applications of modern computing in computer graphics.
 - To provide a means of communication between persons having an interest in computer graphics.
2. The activities of the Chapter will include the following:
 - Facilitating general membership meetings including, but not limited to, student-run workshops, collaborative projects, professional artist talks, critique nights and social events. These type of events need to be

approved by the ACM Local Activities Coordinator and the ACM SIGGRAPH Director for Chapters.

- Collecting and disseminating information through email.
- Serving as a source of information for its members, the ACM SIGGRAPH Chapters, other ACM SIGGRAPH and ACM units and PCA&D community.

Article III - Charter

1. This Chapter is chartered by the ACM. It is formed and will operate under the sponsorship of the ACM, the Membership Activities Board, ACM SIGGRAPH and the SIG Board.
2. This Chapter can be dissolved by consent of its members, or by action of the Membership Activities Board with the concurrence of the SIG Board.
3. These bylaws neither supersede nor abrogate any of the provisions in the ACM Constitution and Bylaws or Policies and Procedures of the ACM that regulate SIG or chapter affairs.

Article IV - Membership

1. Membership in the Chapter shall be open to all PCA&D community members by the chapter upon request and payment of any local dues, as determined by the Chapter Officers.

Article V - Officers

1. The officers of this Chapter shall be: Chair, Vice-Chair, Secretary, Treasurer, and Faculty Advisor.
2. All officers must be voting members of ACM and members of ACM SIGGRAPH.
3. All officers must be voting members of the Chapter.
4. Officers shall be elected by a plurality of votes cast by the voting members of the Chapter. Officer Elections occur in early April.
5. The officers shall take office in September and serve for *one* year.

Current Officers (2018-2019)

Chair – Zoe Brittner

Vice Chair – Chris Morris

Treasurer – Jeff Yosco

Secretary – Symone Saunders

Faculty Advisor – Natasha Warshawsky

Article VI - Duties of Officers

1. The Chair is the principal officer and is responsible for leading the Chapter and managing its activities in accordance with the policies and procedures of the ACM. The Chair shall preside at all meetings of the Officers. The Chair of the PCA&D SIGGRAPH Student Chapter MUST have served as an officer in the previous school year unless no previous officers run for the position.
2. The Vice-Chair shall preside at meetings in the absence of the Chair, assist the Chair in the management of the Chapter and perform other duties that may be assigned by the Chair. The Vice-Chair is also responsible for organizing and overseeing the Chapter's program schedule.
3. The Secretary shall keep the minutes of all business and Officer meetings of the Chapter. Other duties of the Secretary include:
 - Maintaining the records of the Chapter.
 - Preparation of the Chapter's Annual Activity Report and submission of this report to the ACM SIGGRAPH Director for Chapters and ACM Headquarters.
 - Notification to the ACM SIGGRAPH Director for Chapters and ACM Headquarters of any changes in the officers of the Chapter.
 - Submission of any proposed amendment to these bylaws to the Chairs of the Membership Activities Board, the ACM Constitution and Bylaws Committee and the ACM SIGGRAPH Director for Chapters for approval.
 - Assist the Chair in the management of the Chapter
 - Perform other duties as assigned by the Chair
4. The Treasurer is the chief financial officer of the Chapter. Duties of the Treasurer include:

- Managing the finances of the Chapter according to the policies and procedures of the ACM, including paying all bills and preparing budgets for each Chapter committee.
 - Keeping full and accurate accounts of receipts and expenditures of the Chapter.
 - Completing and submitting the Annual Financial Report to ACM Headquarters.
 - Assist the Chair in the management of the Chapter
 - Perform other duties as assigned by the Chair
5. The Faculty Advisor is the PCA&D faculty responsible for overseeing and guiding the operations of the student officers and chapter. The faculty advisor must be a member of the Pennsylvania College of Art and Design faculty. The faculty advisor will provide continuity for the chapter as student officers

Article VII - Committees

The PCA&D ACM SIGGRAPH Student Chapter does not have any committees, however the Officers may appoint temporary committees as appropriate.

Article VIII - Meetings

1. Meetings shall be held as planned by Officers. The Chapter will conduct weekly meetings at PCA&D. The meetings take place on Fridays at 5:15pm.
2. Electronic notices of all meetings shall be distributed to all members at one week prior to the meeting.
3. The Chapter shall hold meetings on the PCA&D Campus (Room 213/214) unless otherwise facilitated by the officers.
4. Election results for the coming year will be announced at the final meeting of the school year.

Article IX - Disbursements and Dues

1. Disbursements from the Treasury for expenditures of the Chapter shall be made by the Treasurer with authorization of the Officer and shall be included in the record of its meetings.

2. Dues shall be fixed annually by the Officers.

Article X - Amendment and Election Procedures

1. All proposed changes to these Chapter bylaws shall have been approved by the Officers, the ACM Constitution and Bylaws Committee and the ACM SIGGRAPH Director for Chapters before being presented to the Chapter membership for a vote.
2. A quorum of the Chapter shall be defined as 50% of the voting membership.
3. Elections will be conducted through electronic survey.

Article XI - Dissolution of the Chapter

1. Dissolution of this Chapter by consent of the members shall consist of unanimous agreement of all its officers together with a majority vote at a meeting which has been publicized in advance to all members of the Chapter for the purpose of taking this vote.
2. Should this chapter be dissolved, its assets and liabilities shall be transferred to ACM and shall be supervised by the Membership Activities Board.