

AMERICAN INDIAN SCIENCE AND ENGINEERING SOCIETY

ARTICLE I: Name and Purpose

Section 1: Name

This organization shall be known as the STUDENT CHAPTER of the AMERICAN INDIAN SCIENCE and ENGINEERING SOCIETY (herein after referred to as AISES) at North Carolina State University (hereinafter referred to as NCSU)

Section 2: Purpose - The purpose of AISES is:

- a. To promote the recruitment, admission, and retention of American Indian students mainly in the science and engineering disciplines and to support American Indian students in all degree programs at NCSU at the undergraduate and graduate levels, as well as other reasonable efforts which will support such a purpose including, but not limited to appropriate counseling, financial, academic, educational, and social programs.
- b. To stimulate and develop American Indian student interest in science and engineering;
- c. To support the development of leaders in the scientific and Indian community;
- d. To promote the advancement of the American Indian professional scientists and engineers while preserving their rich cultural heritage;
- e. To strive in promoting participation at all levels of responsibility in the fields of science and engineering by the American Indian communities
- f. To promote maximum educational advancement and personal fulfillment of American Indian Students mainly in science and engineering programs and to support maximum educational advancement of American Indian students in all degree programs at NCSU.

ARTICLE II: Membership

Section 1: Full Membership

A full member student must be a member of AISES at the national level. The student must be an American Indian and enrolled in school full-time. Science and engineering majors are encouraged but other majors will be accepted. Student must support and share the interest, purpose, objectives, and by-laws of AISES.

Section 2: Special Membership

Special members must support and share the interest, purpose, and objectives of AISES and abide by the by-laws. Special members may be any student enrolled at NCSU regardless of race, sex, creed, or national origin.

Section 3: Honorary Membership

Honorary members must support and share the interest, purpose, objectives, and abide by the by-laws of AISES. Honorary members may be alumni, community leaders, and others who demonstrate outstanding commitment and contributions to AISES.

Section 4: Dues

Dues for AISES (student chapter) shall be in the form of special assessments voted on by a majority of the club members present and voting at the beginning of the fall semester of every school year. Based on the sum decided on by the majority all members must pay yearly membership dues at the beginning of each academic year.

ARTICLE III: Organization

Section 1: Election of Officers

- a. A Nominating Committee shall be appointed each year by the Chapter President. This committee shall consist of a Chairperson and at least two other members. The Past President of the chapter shall be eligible to serve on the Nominating Committee as the Chapter sees fit.
- b. The Nominating Committee shall nominate (at least) one candidate for each office by majority vote of the committee. The Nominating Committee Chairperson shall report these nominees to the Chapter President after the Chairperson has determined that each nominee:
 - (i) is a member in good standing and has been a member of the Chapter during the previous term (The first Officers of the Chapter are excused from this requirement); and,
 - (ii) is eligible to serve; and,
 - (iii) has indicated an understanding of the duties required, is available and willing to serve, if elected in the position for which

nominated.

- c. The Chapter Secretary shall post to the Chapter membership, with the regular announcement for the Chapter meeting at which the election is to be held, the nominees selected by the Nominating Committee for Chapter office
- d. At the Chapter meeting at which the election is to be held, additional nominations may be made from the floor providing the candidate has previously signified his eligibility and willingness to serve if elected.
- e. Officers of the chapter shall be elected at the annual business meeting of the Chapter, for a one year term by a majority vote of the Chapter members present; shall take office on such day, but no later than April 1, and shall serve until their successors are properly installed in office. If not more than one candidate is nominated for each office, election may be by acclamation.
- f. The newly elected officers and other members of the Executive Committee shall take office and assume responsibility at the conclusion of the annual business meeting or on such other date, but not later than April 1.

Section 2: Election Procedure

- a. Election shall be held by secret ballot.
- b. Ballots shall be counted by the advisor.
- c. Each member in attendance shall have one vote
- d. In the case of a tie, a second election will be held.

Section 3: Officers

AISES officers will consist of the following offices: President, Vice-President, Secretary, and Treasurer. The officers and their duties follow:

- a. President - The President's duties include:
 - (i) Leading the chapter and presiding at all meetings of AISES and the Executive Committee unless he/she designates another person to do so

1. President should keep in mind he/she is representative of both present and future AISES members
 - (ii) Facilitating maximum member participation in order to ensure a strong organization
 - (iii) Acting as a spokesperson and representative of AISES in activities and affairs with leaders of the university, community, private industry and other organizations
 - (iv) Casting the deciding vote in matters of an evenly divided vote of the Executive Committee (the President is at all other times a non-voting member)
 - (v) Being available to act as advisor to the membership
- b. Vice-President - The Vice-President's duties include:
 - (i) Assisting the President in the performance of the above mentioned duties
 - (ii) Presiding in the absence of the President
- c. Secretary - The Secretary's duties include:
 - (i) Maintaining complete and accurate records of all memberships (members addresses, phone numbers, etc.), proceedings and minutes of all meetings, and any correspondence files of AISES (including a listing of all contact and resource persons involved with the chapter and or supporting chapter activities)
 - (ii) Coordinating all correspondence and mailings with AISES
 - (iii) Preparing an annual report for AISES of the chapter's activities for the year.
 - (iv) Notifying chapter members of Chapter meetings and regular announcements
- d. Treasurer - The Treasurer's duties include:
 - (i) Representing and coordinating AISES in all financial matters within AISES and in all other financially-related affairs
 - (ii) Responsibly managing all organizational funds

- (iii) Collecting dues
- (iv) Staying abreast of any university funds or accounts to which the chapter may have access
- (v) Coordinating all activities to increase the treasury
- (vi) Presenting a financial report to the membership/Executive Committee of AISES upon request.
- (vii) Serving as the chairperson of the Budget Committee - who shall be a voluntary group charged with development of the academic year's budget activity.

Section 4: Chapter Advisor/Advisors

The individual or individuals must be aware of and possess some empathy toward Indian people, students, and their problems. The advisor(s) will be a friend, a strong supporter, and someone in whom the students/members can confide. Sponsors are not expected to assume leadership of the organization, but are encouraged to work closely with members in a supportive manner while showing trust in the officers by allowing them to function on their own. (Note: The Chapter must have an advisor(s).)

- a. The advisor(s) may be selected by the Executive Committee or the members but must meet the approval of the members.

Section 5: Executive Committee

The above mentioned offices, Chapter advisor/advisors and committee chairpersons shall comprise the Executive Committee of AISES. It shall be the responsibility of the Executive Committee to:

- a. Make policy decisions for AISES during such times when the membership cannot be practically be assembled
- b. Represent the interests of AISES and of its members in any dispute, grievance, or misunderstanding which may arise between these parties, NCSU, and others.
- c. Resolve any internal disputes that may arise within AISES
- d. Uphold all provisions of the by-laws of AISES and

see to it that they are faithfully executed

- e. Review and update all provisions of the by-laws as necessary
- f. Coordinate cultural events and others using various resources including: speakers, films, publications, recordings, etc.
- g. Develop a program to maximize and coordinate the availability of various resources for the benefit of the entire NCSU community if possible
- h. Appoint adhoc committees as necessary to facilitate needs of AISES.

Section 6: Removing Officers

In the occasion that the organization becomes dissatisfied with the actions, policies, or progress of any officer, that officer shall be removed from office in the following process:

- a. A motion must be made and voted upon requiring a two-thirds majority vote to succeed

Section 7: Replacing Officers

In the case of resignation, illness or other cause, officers shall be replaced by the following process:

- a. President - The Vice-President shall assume the duties of this office.
- b. Other Offices - To replace any other office, the President shall have the authority to appoint a temporary replacement until an official election can be held

ARTICLE IV: Meetings

Section 1: Meetings

The membership shall meet at the beginning of each academic year/semester/term and decide upon time and place of weekly/bi-weekly meetings of AISES.

Section 2: Notification of Meetings

All members will be notified of the time and place of any specially called meetings.

Section 3: Agenda

The following agenda shall be loosely adhered to at all AISES meetings following Robert's Rules of Order. An effort is to be made to keep the meetings as informal as possible to encourage a free exchange of ideas and promote an atmosphere of friendship, comradeship, and communication among members.

- a. The President shall call the meeting to order. In the case of a specially called meeting, the purpose of the meeting shall be given.
- b. The Secretary shall present the minutes of the last meeting either orally or in written form. The minutes may be presented in their entirety or summarized to cover the relevant matters and save time as the Chapter sees fit. Any of the details of the minutes of the previous meeting may be requested.
- c. The treasurer shall give a financial report and elaborate on any financial matters including but not limited to the available Chapter funds, Chapter budget report, fund raising activity, Chapter expenses, and the activities of the Budget Committee.
- d. Any other reports shall be given from the Executive Committee, the chairpersons of the Chapter committees or any of the members.
- e. Any unfinished business from previous meetings shall be considered.
- f. New business will be brought to the membership.
- g. Any speaker and/or special presentation will be heard.
- h. The President shall adjourn the meeting.

ARTICLE V: Limitations

Section 1: Limitations

- a. The Chapter will operate under the Charter granted by the Society, giving it the authority to carry on the work of the Society, subject to the rights, privileges, and obligations provided for in the Mother Society's By-Laws and Code.
- b. The Chapter will use the Official American Indian Science and Engineering Society (AISES) logo and student chapter name.

c. No part of the net income of the Chapter shall inure to the benefit of any private individual or company.

ARTICLE VI: General Provisions

Section 1: Quorum

A quorum for all regularly and specially called meeting is gained when two-fifths of the enrolled membership are present.

Section 2: Amendments to the By-Laws

Amendments to the Chapter By-Laws may be submitted by any member to the Executive Committee where it shall be reviewed and voted upon before being submitted to the general membership for a final vote. These by-laws may be amended by three-fourths vote of the membership assembled at any AISES meeting.



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February 6, 1996

Evelyn M. Reiman
Director of Student Development
North Carolina State University
2007 Harris Hall
Box 7314
Raleigh, NC 27695-2441

Dear Ms. Reiman,

I am writing to thank you for taking the time to meet with me during my trip to Raleigh and to North Carolina State University. I really enjoyed meeting with you and with Dr. Stafford. It is my hope that these meetings will result in increased communication and more interaction between our office and the University. I also hope that the dialog started between the University and the AISES chapter at NCSU will continue and that a great deal of positive change comes out of the dialog.

I will be reviewing the comments and suggestions offered by the University officials, the AISES chapter advisors, and the AISES members themselves with the goal of setting up some guidelines to help facilitate improved communication. I plan to send out a summary of my visit to North Carolina within the next month or so along with a request for suggestions on how the visits can be modified to make them more effective. If you have any suggestions at any time, please feel free to contact me.

Once again, thank you for your time and for your willingness to work with the AISES chapter at North Carolina State University. I look forward to continued interaction with the NCSU administration.

Regards,

Emo Notah (Navajo)
AISES College Chapter Coordinator
enotah@spot.colorado.edu

AISES ACTIVITIES OVERVIEW NCSU 1993-1996

Summer 1993

Contact was made by the AISES Chapter at Pembroke State University (Dr. Freda Locklear, AISES Advisor and NCSU Alumni) to support the formation of an AISES chapter at N.C. State University. Several NCSU students attended the PSU AISES Chapter pow wow held on PSU's Campus during Lumbee Homecoming held on PSU's campus in Pembroke, N.C. July 1993.

Fall 1993

NCSU student and staff member met with the Director of the Advocates for Minority Engineering Student Studies Success program at NCSU to request support for possible chartering of an AISES chapter at NCSU and sponsorship of two students and staff member to attend the AISES 15th Annual National Conference held in Spokane, Washington. (College of Engineering paid for air fare and AISES paid for conference registration and housing for the conference)

Spring 1994

AISES chapter was formed at NCSU

- a. By-laws were written
- b. Officers were elected
(Officially became chartered May)

Ten NCSU students attended the AISES Regional Conference for Regions VI and VII held at Pembroke State University, February 4-6.

- a. Planned and coordinated the Career Fair for the conference.

(The conference allowed our students to discuss problems and solutions to problems on our campus with the assistance of the AISES chapters of Regions VI and VII.)

Seven students representing both AISES and NASA (Native American Student Association here at NCSU) attended the 19th Annual North Carolina Indian Unity Conference, sponsored by United Tribes of North Carolina, held March 24-26 at the

Holiday Inn Convention Center in Fayetteville, NC. Students participated in a number of discussions and workshops on Native American issues such as:

- a. higher education
- b. contributions American Indians have made to the state and nation
- c. a forum for political concerns of N.C. Indians
- d. the concerns and future of Indian Education from local, state and federal levels
- e. leadership for Indians in various fields
- f. increase awareness of various local, state and federal resources available throughout the state
- g. strategies for resolving health, educational, employment and housing problems in Indian communities.

AISES students participated in NCNACOHE (North Carolina Native American Council on Higher Education) formed mainly of students on the campuses of N.C. State University, Duke University, Pembroke State University, East Carolina University and the University of North Carolina at Chapel Hill.

Students traveled to several high schools to talk with students considering attending college especially N.C. State.

Participated in Native American Awareness Week at N.C. State held April 7-9.

One of our students served as a judge at the AISES National Science Fair, held April 8-11, in Albuquerque, New Mexico. (Provided an opportunity to support American Indian Students from kindergarten to high school level in a role model capacity. An effort was made not only to judge students projects but to help them improve their science projects and support their efforts to enter the world of technology.)

Summer 1994

As a result of attending the AISES 15th Annual National Conference one of our students worked as a summer intern with GE.

Hoechst Celanese donated \$1000 to establish a discretionary account in the name of AISES to be used as seed money and to establish accounts in the College of Engineering. (July)

Proposals were written and mailed to companies to request funding for students to attend the AISES 16th Annual National Conference held in San Jose, California November 10-13.

Fall 1994

Annual report was written of the chapter's activities and sent to AISES Headquarters.

Student was selected to serve on the Engineer's Council

AISES Chapter participated in NCSU's Open House September 17. The goal of the project was to welcome American Indian high school students, parents, and faculty interested in NCSU, and to show them around campus while providing them an informal opportunity to talk with American Indian NCSU students about college; classes, finances, housing, student life, etc.. The project was headed by the Chapter vice-president. The project included surveying N.C. to determine the geographical areas containing significant American Indian populations whose students were attending NCSU. The high schools serving those communities were contacted and invited to attend NCSU's Open House. A map of the campus was sent and a meeting place established. Upon arrival the students were met by chapter members who provided tours of the campus and answered any questions. After tours were over a picnic sponsored by the Chapter was held at a nearby lake picnic site. AISES, its mission, and its role on NCSU's campus was discussed.

As a result of an innovative fund raising effort which included writing proposals, contacting corporate representatives, and other possible sponsors 12 students attended the AISES 16th Annual National Conference held in San Jose, California November 10-13. Five of our students received \$1000 scholarships.

Participated in NCNACOE

Participated in NASA and SNAC (Society of Native American Culture - Student organization at N.C. State) activities

New officers were elected in December 1994

Spring 1995

An ACCEPT proposal for \$2000 was written and sent to AISES for submission to the Sloan Foundation in an effort to enhance Chapter efforts to support the growth and advancement of American Indian Science and Engineering students on our campus. Because NCSU's Chapter was so new the proposal's focus was to increase student participation in the chapter, enhance campus and community awareness of the organization, and allow students to benefit from the knowledge of other American Indian students.

ACCEPT proposal was granted January.

NCSU AISES Chapter sponsored a student (Air Fare) to attend the AISES Leadership Conference sponsored by the US West Foundation and 3M Corporation. The conference was held at the US West Learning Training Communications Center, Lakewood, Colorado (Denver suburb) March 23-26. The Leadership Conference is designed as an introduction of business practices, personal development concepts and group leadership skills for one American Indian student who has demonstrated leadership qualities from each AISES chapter.

Seven students representing AISES, NASA, and SNAC attended the 20th Annual Unity Conference held at the Holiday Inn Convention Center, Fayetteville, N.C. March 16-18 sponsored by the United Tribes of N.C.

AISES Chapter president served on the selection committee to hire the new Director of the Advocates for Minority Engineering Student Studies Success program for the College of Engineering.

Assisted in sponsoring Native American Cultural Week with NASA April 6-8

Participated in NCNACOHE

Participated in NASA and SNAC activities.

Student served on the Engineer's Council

Summer 1995

Little activity

Fall 1995

Participated in Organizational Fair as part of the Information Fair held during New Student Orientation, August 22. The Organizational Fair was sponsored by the Student Center Activities Office.

Proposals were written and mailed to companies and other possible sponsors to request funding for students to attend the AISES 17th Annual National Conference held in Detroit, Michigan November 9-12.

AISES participated with NASA and SNAC in a formal meeting October 18 with Associate Provost Abrams to discuss issues pertaining to courses taught on a permanent basis which deal with American Indian Cultural content. An effort was made to increase the university's awareness of the need for and lack of such courses and encourage the University to give serious consideration to the situation. Currently there are no such courses taught on a permanent basis.

During Fall Break, October 16-17, AISES students visited high schools to talk with students considering attending college especially N.C. State.

AISES tailgated at NCSU's Homecoming Football Game.

As a result of the fund raising efforts five students attended the National Conference. Six students received \$1000 scholarships.

AISES Chapter participated in the Traditional Thanksgiving Dinner coordinated by the Native American Student Association November 18.

Chapter president was invited to speak at the USDA Traditional Luncheon November 30. USDA scientists (Housed in the College of Ag and Life Sciences) expressed interest in AISES and offered to support AISES's efforts at N.C. State.

Participated in NCNACOE

Participated in NASA and SNAC activities

AISES was an active participant on Engineer's Council.