

**BYLAWS
OF
THE UNIVERSITY OF ARIZONA STUDENT CHAPTER
OF THE SOCIETY FOR MINING, METALLURGY & EXPLORATION (SME) INC.**

as amended and restated Friday, September 1st, 2017 (the “Effective Date”)

ARTICLE I
NAME

Section 1. This Chapter shall be known as the University of Arizona Student Chapter of the Society for Mining, Metallurgy & Exploration, Inc. (UA SME Student Chapter)

ARTICLE II
MISSION STATEMENT

Section 1. This Chapter's mission shall be to promote among its members continued professional growth in the areas of mining, metallurgy and exploration, and to encourage professional responsibility that includes ethical, social, economic, environmental and safety considerations.

ARTICLE III
CONFORMITY WITH SME & AIME

Section 1. The governance of this Chapter shall at all times conform to the Articles of Incorporation and Bylaws of SME, a member society of the American Institute of Mining, Metallurgical and Petroleum Engineers (AIME), Inc.

Section 2. The governance of this Chapter shall at all times conform with the University of Arizona Policies, local, state and federal laws.

ARTICLE IV
MEMBERSHIP

Section 1. Any full-time or part-time student not in academic probation and in good academic standing (+2.0 GPA) at The University of Arizona or in the Mining & Geological Engineering Department shall be eligible for membership.

Section 2. Membership shall continue if the student remains enrolled (part-time or full-time) at the University of Arizona, is in good academic standing (+2.0 GPA), not in academic probation and pays semester/annual chapter membership dues.

ARTICLE V
MEMBERSHIP DUES

Section 1. Annual UA SME Student Chapter membership dues shall be payable at the beginning of each academic year or semester. Annual SME National Chapter dues are separate from those of the UA SME Student Chapter. The incoming Executive Committee will decide upon the amount of the membership dues before the first General Body Meeting of the academic year.

Section 2. A student member in dues outstanding for one semester will lose membership and will not be allowed to participate in the UA SME Student Chapter until dues are paid.

Section 3. The Executive Committee shall have the right to levy special membership charges by a three-fourths vote at an Executive Committee Meeting.

ARTICLE VI
ELECTIONS

Section 1. The election of new Officers will occur two weeks prior to the SME Operator's BBQ at the SX Mine to permit orderly transfer of records and responsibilities, and to encourage effective planning. The new elected Officers will be inducted at the SME Operator's BBQ. The week following the BBQ, the transition of governance will be put into effect. The newly elected Officers will be in full governance of the Chapter by the end of the week following the BBQ.

Section 2. An elected nominee who wishes to decline the elected position must inform the presiding Executive Committee in one week's time of their decision. The nominee who was runner-up to the nominee who declined their elected position will assume the elected position.

Section 3. Election results will be verified by the Faculty Sponsor to ensure fairness, credibility and to deter any election fraud.

Section 4. Campaigning or "electoral parties" are permitted during the election process. If bribery or kickbacks are used to win votes, the nominee will be disqualified from participating in the election and possibly removed from the Chapter.

Section 5. To be eligible for election, the nominee must be an active student member, or must have applied for such membership.

Section 6. Elections shall be by majority vote of current student members who have paid dues and who voted during the election period.

Section 5. At the time of the election, there shall be a Faculty Sponsor, identified from the faculty who shall act as a source of inspiration and counsel to the newly elected Officers.

Section 6. The maximum number of terms that an Officer may hold is two Academic Years.

Section 7. The newly-elected President and the Faculty Sponsor shall secure a Counselor from the Local SME Section, usually the SME Tucson Section Chair.

Section 8. Each nominee is eligible to run for only one Officer position per election period. If there is only one nominee running for an Officer position, the nominee is elected by default. If there are too few nominees running for Officer positions, the election period will be extended for one week and the first nominee who shows interest in the position will be elected.

Section 9. The positions of President and Senior Vice President are only eligible for at least third-year students (incoming Juniors and Seniors; class-standing by credits is not applicable). All other student members are eligible for any vacant positions. Each Officer so elected shall personally thereupon accept their election and pledge to assume the duties of the office.

ARTICLE VII *OFFICERS*

Section 1. The Officers shall consist of a President, Senior Vice President, Vice President of Programs, Vice President of Fundraising, Vice President of Professional Development, Vice President of Competitions, Treasurer and Secretary.

ARTICLE VIII *DUTIES OF THE FACULTY SPONSOR*

Section 1. The Faculty Sponsor is responsible for providing professional guidance, practical advice, and assistance. It is important that the sponsor be accessible to the students. Membership development, program organization, and other Chapter projects will be enhanced by the sponsor's involvement.

Section 2. The Faculty Sponsor generally has more direct contact with the students than any other professional engineer. Thus, the sponsor can be the most influential teacher and engineer during this period of education and growth. The Faculty Sponsor's enthusiasm and commitment directly affects the Chapter's program.

ARTICLE IX *DUTIES OF THE LOCAL SECTION COUNSELOR*

Section 1. The UA SME Student Chapter must be sponsored by a SME Local Section, typically the SME Tucson Section.

Section 2. The Section Counselor, in cooperation with the Faculty Sponsor, is responsible for promoting contact between professionals and students as well as providing guidance and assistance to the Chapter. This Counselor's familiarity with companies and engineers in the area can be invaluable in program planning. The Section Counselor should

promote at least one joint meeting of the Local Section and the UA SME Student Chapter once a semester.

ARTICLE X *DUTIES OF THE OFFICERS*

Section 1. The President — The President shall preside at all General Body and Executive Committee meetings, render the prescribed Chapter requirement of an Annual Report to SME headquarters, and assume all executive duties not otherwise delegated by these bylaws. One of the chief duties of the President is to act as Chairman of the Chapter's Executive Committee. The President shall call meetings of the Chapter Executive Committee whenever necessary. It shall be the duty of the newly-elected President at the close of the Academic Year to leave the Treasurer's Report and funds for safekeeping with the Faculty Sponsor. The President shall prepare an Annual Report (see SME Student Chapter Operations Manual) that must be delivered to the SME National Education Coordinator by June 1st. The outgoing President transfers a copy of this Student Chapter Operations Manual and other records required for the term of office to the incoming President.

Section 2. The Senior Vice President — The Senior Vice President shall preside during the absence or at the request of the President and shall automatically succeed to the Presidency in case of vacancy. The Senior Vice President acts as the assistant to the President in carrying out organizational duties. The Senior Vice President shall, during the absence or incapacity of the President, act on behalf of the President on all chapter business, and preside at Executive Committee meetings. The Officer shall fulfill any other assignments given by the President. The Senior Vice President shall be in direct communication with the other Chapter VP's and assisting with any tasks related to each individual role.

Section 3. The Vice President of Programs — The Vice President of Programs will be responsible for organizing, managing and operating the social and outreach aspect of the Chapter. This Officer will establish social events for the Chapter that deem fit to the standard of those in governance. All social events shall be suitable for all ages, unless otherwise indicated. The Officer must also collaborate with MGE Department and IMR to coordinate outreach to have an effective, multi-prong approach. Some ideal goals for the VP of Programs to follow and accomplish is to recruit graduating Pima Community College students, incoming UA Freshmen and senior high school students. The Officer will also keep the Chapter updated with new outreach and social events regularly via Facebook, email and the Chapter website.

Section 4. The Vice President of Competitions — The VP of Competitions will manage and coordinate the various SME related competition teams and contests such as the SME/NSSGA Mine Design, International Mining Games, SME Research Poster Contests, Move Mining and many more. Tasks and goals specific to this position include organizing team travel, accommodations, boarding, training schedules, contracts, etc. The VP of Competitions should be in direct contact and in collaboration with the VP of Fundraising to actively look for competition team sponsors or donors. The Officer must also recruit, market and promote SME related competitions and contests to current student members in order to have effective and successful teams.

Section 5. The Vice President of Fundraising — The VP of Fundraising will be tasked in assisting the Chapter in securing additional funds either from corporate sponsorships or donations from the mining industry, professionals or other companies. The Officer is encouraged to secure funds through not-traditional sources such as bake sales, merchandise, percentage nights, grants from industry, etc. The Officer must continue building traditional sources such as corporate sponsorships from industry. The VP of Fundraising will also be tasked in organizing, managing and securing a spot for the Annual Diggers and Duffers Golf Tournament. At the end of Academic Year, the Officer must ensure the Student Member Travel Report and Reimbursement Information (see SME Student Chapter Operations Manual) are submitted to the SME National Education Coordinator by June 1st. The Officer must be in direct communication with the Treasurer to ensure that funds are allocated correctly throughout the chapter and making sure annual fundraising goals are met. Some ideal goals for the VP of Fundraising to accomplish would be funding student members to travel to the SME Annual Conference & Expo at a minimal cost, funding SME/NSSGA Mine Design Team travel and lodging, etc.

Section 6. The Vice President of Professional Development — The VP of Professional Development shall assist student members in career development through programed activities during the Academic Year. These programed activities could include: resume reviews, mock interviews, cover letter and letter of intent reviews, Professional Speaker visits, etc. The Officer will be tasked in researching for internship and scholarship opportunities throughout the semester and communicating these opportunities to the Chapter. The VP of Professional Development shall actively assist any student member with professional development help as well as helping them secure an internship. This Officer will be the Website Master, who will be tasked in making any major changes or updates and must communicate them to the Executive Committee. Ideally this Officer should be a graduate student since graduate students often have industry experience and a network of connections with industry professionals, other graduate students and faculty. This Officer position is open for undergraduates as well during the election period.

Section 7. The Secretary — The Secretary shall keep minutes and a record of all General Body and Executive Committee meetings. The outgoing Secretary shall fulfill the Chapter requirement of reporting the election of new Officers to SME National Education Committee and shall act as librarian. At the end of the academic semester/year, and during vacation, the historical record of meeting Minutes shall be left for safekeeping with the Faculty Sponsor. The Secretary must have a complete and up-to-date student member list verifying paid/unpaid dues and student contact information. Immediately after the election of Officers, the Secretary shall complete the Student Chapter Information Form (see SME Student Chapter Operations Manual) and send it to SME National Education Coordinator. Unless the responsibility is otherwise delegated, the Secretary shall maintain a record of all student members and record the number of student members in attendance at each meeting. The Secretary should carry on all communications necessary for the activities of the Chapter and be the custodian of all records of the chapter including copies of all reports submitted to SME National Education Committee.

Section 8. The Treasurer — The Treasurer shall handle and account for all funds, disbursing funds only upon approval of the President or the Executive Committee. At the end of each Academic Year, the Treasurer shall submit a report with cash balance to the Executive Committee for audit and approval. The Treasurer shall submit a brief Treasurer’s Report during each General Body Meeting. The Treasurer receives all money and pays all debts of the Chapter authorized by the Executive Committee. The Treasurer keeps an exact account of receipts and expenditures, and deposits all money received in the name of the Chapter in a depository designated by the Executive Committee. The Treasurer may collect any special charges that may be levied by the Executive Committee. Some duties of the Treasurer may be combined with those of the Secretary and the VP of Fundraising, not including the handling of funds and access to the Chapter bank account.

ARTICLE XI

IMPEACHMENT OF OFFICERS & STUDENT MEMBERS

Section 1. All elected Officers and student members may be subjected to impeachment and removal by two-thirds vote of total dues paying Chapter membership and approval from the Faculty Sponsor.

Section 2. Grounds for impeachment are negligence and any form of misconduct which is damaging to the Chapter.

Section 3. Prior to impeachment there must be one week’s notice of intent publicized to the Chapter and the Faculty Sponsor.

ARTICLE XII

COMMITTEES

Section 1. The Officers of the Chapter, including the Faculty Sponsor, shall constitute the Executive Committee charged with the responsibility of a successful year's program.

Section 2. The President, as Chairman of the Executive Committee, shall appoint, with the approval and recommendation of the Executive Committee, the personnel of the standing committees.

Section 3. Each designated standing committee shall include an Officer and a Co-Chair, chosen by the Officer. There is no member limit in the standing committees.

Section 4. The standing committees shall include:

- I. *Programs Committee* — Shall be led, organized and established by the VP of Programs. The duties distributed within the committee are important and will directly influence the amount of outreach and participation for the current years Chapter. The Programs Committee should meet well in advance to outline the general outreach and social program for the Academic Year. The first program of the academic year should offer direct support to the Professional Development Committees efforts to recruit new members. Duties for the Committee include to assist in arranging social events for the

Chapter, faculty and outreach events focused in recruiting and community education. At the beginning of each academic year, a membership drive should be organized with the assistance and cooperation of the Faculty Sponsor and the Program Committee. An ample supply of membership application forms, leaflets, and other promotional material should be available and set up at a convenient location.

- II. *Professional Development Committee* — Shall be led, organized and established by the VP of Professional Development. The duties of this Committee include preparing and arranging networking sessions, professional development opportunities and other tasks deemed appropriate for the success of the Chapter and its members. The committee is also responsible for informing prospective members about the advantages of SME membership. The Committee should meet frequently to discuss plans and progress on membership promotion and professional development for students. The committee is responsible for contacting professionals from the mining industry and prepare networking sessions. Personal invitations to nonmembers to attend one or more meetings with arrangements to introduce them to fellow student members can be an effective way of promoting SME.
- III. *Competitions Committee* — Shall be led, organized and established by the VP of Competitions. Duties of this Committee include to promote, recruit and establish competition teams within the Chapter. The Committee shall assist the VP of Competitions in finding accommodations, travel and other necessary tasks for each competition team. Moreover, the Committee must assist in Chapter participation of Student Chapter Contests sponsored by SME National. These contests include SME Outstanding Student Chapter Contest, Outstanding Student Chapter MEC Contest, SME Student Chapter Fall Membership Challenge and Move Mining.
- IV. *Fundraising Committee* — Shall be led, organized and established by the VP of Fundraising. Duties in this Committee consist of assisting the VP of Fundraising in developing new revenue streams, creating corporate sponsorship proposals, building relationships upon previous chapter sponsors, and researching new methods of financing chapter events, etc. The VP of Fundraising and committee members shall create a contact list of potential and current corporate sponsors who have provided financial assistance to the Chapter. This Committee is also tasked in preparing and organizing the Annual Diggers & Duffers Golf Tournament and SX Operator's BBQ.

Section 5. The President and Executive Vice President shall be Advisors of the standing committees. The standing committees shall report directly to the Executive Committee, which shall have the power to change the personnel of the standing committees and to appoint special committees as deemed necessary.

ARTICLE XIII *MEETINGS*

Section 1. General Body Meetings shall be held every two weeks during the regular Academic Year or on a postponed date set by the Executive Committee. A special General Body

Meeting may be called at any time by the Executive Committee. General Body Meetings are open to all student members, alumni, faculty and others who care to attend.

Section 2. Executive Committee Meetings shall be held every week during the regular Academic Year or on a postponed date set by the President who may also call a special Executive Committee Meeting at any time.

Section 3. The Secretary shall hold minutes for every General Body and Executive Committee Meeting. If the Secretary is not able to hold minutes due to circumstances, an Officer must take the responsibility.

Section 4. It is recommended that the Faculty Sponsor be in attendance of all General Body Meetings. The Faculty Sponsor must attend at least one Executive Committee Meeting once a month during the regular Academic Year.

ARTICLE XIV *ANTI-DISCRIMINATORY COMPLIANCE*

Section 1. This organization shall not discriminate on the basis of race, color, ethnicity, national origin, age, gender, disability or handicap, religion, sexual orientation, veteran's status, etc. This policy will apply to all the chapter from hereon and thereafter.

Section 2. This organization will not conspire to engage in hazing, participating in hazing or commit any act that causes or is likely to cause bodily danger, physical harm or personal degradation or disgrace resulting in physical or mental harm to any fellow student member or person attending the University of Arizona.

ARTICLE XV *NON-PROFIT STATUS*

Section 1. The UA SME Student Chapter is a non-profit university based student organization. All proceeds go to the UA SME Student Chapter to fund Chapter related events planned and announced throughout the Academic Year unless determined otherwise by the Executive Committee and Faculty Sponsor.

ARTICLE XVI *RESPONSIBILITIES AS STUDENT MEMBER AND CHAPTER*

Section 1. The Chapter accepts full responsibility for all activities that bear its name as official sponsor and will adhere to all University of Arizona Policies and consequences. All publicity for an event must bear the name of the Chapter.

Section 2. A specific member or members designated by this organization shall be responsible for payment in full of all debts accumulated by the organization not covered by funds of the Chapter.

Section 3. Any Officer or member does not have the right to incur any debt or become involved in any business under the title or by implying the title of the chapter in any way unless given full authorization by the Executive committee.

ARTICLE XVII
AMENDMENTS

Section 1. Amendments of Chapter bylaws must be approved by three-fourths vote of members of the Executive Committee and by a two-thirds vote of current and paying student members present at a General Body Meeting. A summary and notice of the proposed amendment shall have been given in writing at the last General Body Meeting.

Section 2. Amendments to these bylaws must be approved by the SME National Education Coordinator, Local SME Section Chair, the Faculty Sponsor, and the University of Arizona Engineering Student Council (ESC).