

## **GREEK ACM SIGHCI (GrCHI) Bylaws**

Bylaws of the GREEK ACM Special Interest Group for Computer-Human Interaction of the Association for Computing Machinery

### **Article I - Name and Scope**

1. This organization shall be called the GREEK Association for Computing Machinery Special Interest Group for Computer-Human Interaction, also known as the **GrCHI ACM SIGHCI**. In these bylaws it is referred to as “the Chapter”; the Association for Computing Machinery is referred to as the ACM.
2. The scope of the Chapter is educational and scientific purposes in the subject area of Computer-Human Interaction.
3. The Chapter will support activities complimentary to SIGCHI - Computer-Human Interaction, the ACM, and other ACM activities in Greece, Cyprus and the South Easter Europe

### **Article II - Purpose**

1. The Chapter is organized and will be operated exclusively for educational and scientific purposes. Specific objectives are:
  - To promote an increased knowledge of and greater interest in the science, technology, design, development, and applications of modern methods/techniques/tools for Human-Computer Interaction.
  - To provide a means of communication between persons having an interest in Human-Computer Interaction.
2. The activities of this Chapter will include the following:
  - Collecting and disseminating information through a Web magazine or other publications approved by the Publications Board of the ACM.
  - Organizing and sponsoring meetings, conferences, symposia, discussion groups and workshops.
  - Organizing sessions at ACM conferences.
  - Serving as a source of technical information for the Council, subunits of the ACM, the Greek government and the computing industry of Greece.
  - Serving as an external technical representative of the ACM when authorized by the Council or Executive Committee of the ACM.
  - Working with other ACM units on activities such as lectures, professional development seminars and technical briefings.
  - The Chapter is chartered by the ACM. It is formed and will operate under the sponsorship of the ACM, the Membership Services Board, and the SIG Board.

### **Article III - Charter**

1. This Chapter is chartered by the ACM. It is formed and will operate under the sponsorship of the ACM, the Local Activities Board, ACM SIG CHI and the SIG Board.
2. This Chapter can be dissolved by consent of its members, or by action of the Local 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. Voting membership in the Chapter shall be open to all ACM SIG members and non-members in Greece upon request and payment of any local dues.
2. Student membership shall be open to all full-time students; student membership dues shall be determined by the Executive Council, but shall not exceed 75 percent of regular member dues.

#### **Article V - Officers**

1. The Officers of this Chapter shall be: Chairman, Past Chairman and Secretary-Treasurer. Past Chairman will serve as Vice Chairman. In the first two years of activities there will be no Vice Chairman.
2. All officers of the Chapter must be voting Members of ACM and members of ACM SIGCHI.
3. Officers shall be elected by a plurality of votes cast by the voting members of the Chapter. The election will be held every two years (during the even ones starting on the 2008) at the last or next to last meeting of the Chapter or by mail ballot with the results announced at the Election meeting.
4. The officers shall take office on October 1st and serve for two years.
5. If a position of an officer is left vacant due to resignation, Chair of GrCHI can assign the most appropriate member.

#### **Article VI - Duties of Officers**

1. The Chairman 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 Chairman shall preside at all meetings of this Chapter. With the advice of the other officers, the Chairman shall appoint all members of committees of this Chapter and all Committee Chairmen.
2. The Past Chairman shall preside at meetings in the absence of the Chairman, assist the Chairman in the management of the Chapter, and perform other duties that may be assigned by the Chairman.
3. The Secretary-Treasurer is the chief financial officer of the Chapter and shall keep the minutes of all business meetings of the Chapter. Duties of the Secretary-Treasurer include:
  - Maintaining the records of the Chapter.

- Preparation of the Chapter's Activity Report and of the Annual Financial Report and submission of these reports to ACM Headquarters.
- Notification to ACM Headquarters of any changes in the officers of the Chapter.
- Submission of any proposed amendment to these bylaws to the Chairmen of the Local Activities Board and the ACM Constitution and Bylaws Committee for approval.
- Keeping full and accurate accounts of receipts and expenditures of the Chapter.
- Performing other duties as may be assigned by the Chairman.

## **Article VII - Standing Committees**

The Standing Committees of the Chapter shall be Program-Membership, Education, Standards.

1. The Program-Membership Committee shall plan and make arrangements for the technical programs of the Chapter's meetings in accordance with the membership's interests and the aims of the Chapter as set forth in Article II. It shall also manage the acquisition of new memberships and shall monitor the increase of these memberships by arranging events with the aim of publicize the activities of the Chapter.
2. The Education Committee shall govern the relationship between University and Industries by improving the adequacy of educational curricula to the industrial world.
3. The Standards Committee shall report about the international and national standardization activities which are relevant for the scope of the Chapter.

## **Article VIII**

### **Temporary Committees**

With the advice of the Chapter's Executive Council, the Chair may appoint such temporary committees as appropriate.

- A Nominating Committee, consisting of at least three voting members of the Chapter, at least two of whom shall not be members of the Executive Council, shall be appointed by the Chapter Chair at least two months prior to the Election Meeting.
- An Audit Committee shall be appointed by the Chapter Chair at the close of the fiscal year to assure the accuracy of the accounting of the Chapters funds for the year. This Committee should also verify the accuracy of the Financial Report prepared by the Treasurer for submission to ACM headquarters.

## **Article IX - Meetings**

1. Meetings shall be held as planned by the Program Committee. The Chapter will conduct at least one meeting a year for the general membership.
2. Written notices of all meetings shall be distributed via e-mail or fax to all members at least one week prior to any meeting.
3. The Chapter shall hold meetings only in places that are open and accessible to all members of the Association.

#### **Article X - Disbursements and Dues**

1. Disbursements from the Treasury for expenditures of the Chapter shall be made by the Treasurer with authorization of the Chairman.
2. There are no dues for being Chapter members, and all members can be either ACM members or non- ACM members.

#### **Article XI - Amendment and Election Procedures**

1. All proposed changes to these Chapter Bylaws shall have been approved by the Chairmen of the Local Activities Board and the ACM Constitution and Bylaws Committee before being presented to the Chapter membership for a vote.
2. No official business of the Chapter shall be conducted unless a quorum of the Chapter is present.
3. A quorum of the Chapter shall be defined as 2/3 of the voting membership of the Chapter or at least 10 voting members, which ever is greater.
4. A simple majority of the members present and voting shall be required to carry a motion.
5. Officers will be elected by a plurality of votes cast. The election will be conducted by mail ballot, and a number of ballots not less than 50% of the voting members must be returned to have constituted a quorum. The Secretary-Treasurer will prepare the ballots and send them via mail 45 days before the date the ballots must be received back.

#### **Article XII - 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 Local Activities Board.