The Vertical Flight Society
American Helicopter Society International, Inc.
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Vertical Flight Society (VFS) Student Council Bylaws 2024-2025

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Article I: Purpose and Scope

Section I: Purpose

The purpose of the Council is to enhance the education and professional development of students interested in vertical flight. Specifically, the organization seeks to achieve this by:

1. Establishing a network of students involved with vertical flight to enhance collaboration and knowledge sharing.
2. Facilitating increased engagement in events offered by the Vertical Flight Society, such as forums and the annual design competition, thereby offering valuable opportunities for skill development and professional growth.

Through these endeavors, the Council aims to inspire and support the next generation of leaders and innovators in the field of vertical flight.

Section II: Scope

The Council operates within the framework and guidelines set forth by the Vertical Flight Society. It shall focus on matters relevant to student members, including but not limited to educational opportunities, career development, networking, and advocacy.

Article II: Membership

Section I: Eligibility

Membership in the Council is open to all students who are active members of the Vertical Flight Society and currently enrolled as full-time students at an accredited university.

Section II: Rights and Responsibilities

Members of the Council are expected to actively participate in Council activities, uphold the values and mission of the Vertical Flight Society, and adhere to the bylaws and policies established herein. Members have the right to vote, hold office, and propose agenda items for Council meetings.

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Article III: Leadership Structure

Section I: Officers, Directors, and Advisors

- Officers:
    1. **President:** The President of the VFS Student Council leads the council in setting strategic goals, presides over meetings, and represents the student body at the national level. They collaborate closely with other executive officers to ensure the council's mission and vision are achieved.
    2. **Vice President:** The Vice President supports the President in their duties and steps in when needed. They assist in organizing council activities, liaise with committees, and help maintain cohesion within the council.
    3. **Treasurer:** The Treasurer oversees the council's budget, financial transactions, and fundraising efforts. They work to secure funding for council activities and manage financial resources responsibly.
    4. **VP Communications:** The VP of Communications manages communication with the student body and external stakeholders. They promote the council's initiatives, maintain the council's online presence, and handle public relations campaigns for the student body of VFS as a whole.
    5. **Historian:** Keep, collect and preserve an accurate history of the Student Council and Student Branches. Educate the Student Council on the history and traditions of the Vertical Flight Society. Be a voting Member of the Executive Board.
- Directors:
    1. **Director of Education:** The Director will educate the Student Council members and distribute technical material to the student branches on topics pertaining to vertical flight. The Director will leverage the VFS library and store as a resource to share relevant publications and articles as requested by the council and student branch membership.
    2. **Director of IT:** The Director of IT manages the council's technological infrastructure, including the Discord and Hover Server. They also ensure that members have access to necessary technology for their roles.
    3. **Director of Curriculum:** This director audits the courses offered at each student branch school at the Undergraduate and graduate levels pertaining to vertical flight. These lists of course will become available to the student branches. For schools that do not offer sufficient courses in vertical flight, the Director will work with VFS headquarters and the school to lobby for course offerings on vertical flight.
    4. **Director of Competitions:** The director will support and promote the VFS competitions, including the Student Design Competition and Design Build

Vertical Flight. The Director will also work with VFS headquarters and members to brainstorm new competitions.

5. **Director of Symposiums:** The director will help coordinate and execute monthly symposiums (conference calls) for all VFS Student member attendance. The Director will work with headquarters and other VFS members to identify speakers and topics, and will help advertise the conference call to the student branch members.
6. **Director of Forum:** This director supports the logistics and planning for student participation in the annual forum. Coordinate affordable transportation and accommodation by working with student branches and university leadership. Help work with VFS HQ to recruit volunteers to support the Forum. Encourage student branch fundraising opportunities to cover forum registration fees. As bandwidth allows, the Director of Forum may also support participation in TVF and other events.
7. **Director of Events:** This director encourages, plans and organizes VFS Student Council led events and activities at both a national and local branch levels, ensuring they run smoothly and align with the council's goals and objectives. Any Student Council Director who is interested in hosting an event will work directly with the Director of Events.
8. **Director of Internships:** This director helps students find internship opportunities related to vertical flight and aerospace, providing valuable career development support. Will work closely with employers in the vertical flight space. Will share the opportunities with student members.
9. **Director of Social Media:** Responsible for managing the council's social media presence, the Director of Social Media promotes council events and engages with members and the broader community through online platforms. Works closely with the VP of Communications. Will have access to VFS HQ accounts.
10. **Director of Marketing**: Responsible for outreach to affiliated VFS corporate sponsors and their members to market VFS and its student involvement. Identifies and contacts organizations not already affiliated with VFS and provide them with marketing material to learn more about the Society. The Director of Marketing works to increase awareness and participation among all organizations, and will work closely with the VP of Communications.
11. **Director of Service:** The Director of Service coordinates STEM events, community service and outreach efforts, helping council members and student branch members give back to their communities and make a positive impact.
12. **Director of Recruitment:** The VP of Recruitment is responsible for identifying and recruiting new students and universities to Vertical Flight Society. They actively engage with students at underrepresented or unrepresented universities and promote participation in activities held by VFS and the council.

13. **Director of Scholarships:** The VP of Scholarships educates the student branch members on the Vertical Flight Foundation (VFF) Scholarships, including the history of each award and how to apply. The director will also support fundraising opportunities and motivate the student branches to fundraise for the VFF scholarship program.
14. **Director of University Relations:** This director fosters relationships with other universities and student organizations, including other professional organizations such as AIAA, promoting collaboration and sharing resources to enhance the council's impact on a national scale.
15. **Director of Diversity and Inclusion:** The VP of Diversity and Inclusion advocates for inclusivity within the council and promotes diversity in all aspects of its activities. They create an inclusive environment where every student feels welcome. The Director will also identify candidates for the Corporate Sponsored Forum Program for local University students.
16. **Director of Media:** The Director will be responsible for keeping track of all media, including recent and historical content such as videos, photos and physical (models, plaques, etc). The Director will audit gallery.vtol.org and also work to digitize the vast VFS archive of content.

- Student Representatives:
    1. **Student Representative to the VFS Technical Council (#1):** The Student Representative is appointed by the VFS Technical Director (not to be confused with the VFS Student Council Technical Director) and is non-voting member of the VFS Technical Council, but a voting member of the VFS Student Council. Their role on the Technical Council is to represent student interests, ideas or concerns about the industry and how the Society can best represent students, and will serve as a liaison to the Student Council.
    2. **Student Representative to the VFS Technical Council (#2):** Same as above.
- Advisors:
    1. Education Committee Chair
    2. Student Design Competition Chair
    3. DBVF Competition Chair
    4. Technical Director

Section II: Election and Terms

The Student Council includes 21 members that are appointed by the Regional Vice President and Directors of the VFS Board of Directors. The Board of Directors chooses the Officers and Directors, while the Technical Council chooses the Student Representatives and Advisors. Officers shall be elected by a majority vote of the Council membership at the end of each academic year. Officers shall serve a term of one year, and no longer than 2 years (can be two

non-consecutive terms of one year). Upon resignation or the end of a term, the Regional Board of Directors may select a new student to join the Council at their discretion.

Article IV: Meetings

Section I: Regular Meetings

The Council shall hold regular meetings once a month, with additional meetings scheduled as needed. The President or a majority of the Officers may call special meetings with reasonable notice provided to all members. The meetings should be held on Teams or Zoom or another conference communication software at a time decided by the majority of the Student Council.

Section II: Quorum and Voting

All members of the council should attend each monthly meeting. If a member needs to miss a meeting, the officers should be informed. Decisions shall be made by a simple majority vote of members present.

Article V: Decision-Making Processes

Section I: Voting Procedures

All decisions requiring a vote shall be made by a simple majority of members present. In the event of a tie, the President shall cast the deciding vote.

Section II: Delegation of Authority

The Council may delegate specific tasks or responsibilities to committees or working groups as deemed necessary for the efficient operation of the Council.

Article VI: Finances

Section I: Budget and Expenditures

The Treasurer shall be responsible for managing the Council's finances, including preparing an annual budget and tracking expenditures. Any expenditure exceeding $250 must be approved by a majority vote of the Council membership.

Section II: Fundraising

The Council may engage in fundraising activities to support its programs and initiatives, subject to approval by the Student Council Officers and the Vertical Flight Society Headquarters.

VFS headquarters will control and track the finances of the Student Council, and support the purchase of items or services as requested by the treasurer. All funds received by the Council will be collected by VFS headquarters.

Article VII: Committees and Working Groups

Section I: Establishment

The Council may establish committees or working groups to address specific issues or initiatives. Committee chairs shall be appointed by the President with the approval of the Officers.

Section II: Authority and Reporting

Committees and working groups shall operate under the authority of the Council Officers and report their findings and recommendations to the Council Officers for consideration and action.

Article VIII: Amendment Procedures

Section I: Proposal and Approval

Amendments to these bylaws may be proposed by any VFS Technical Council member and shall be approved by a majority vote of members present at a regular meeting, with a tie broken by the Technical Director.

Section II: Ratification

Proposed amendments shall be communicated to the broader membership of the Vertical Flight Society Headquarters for review and ratification. Amendments shall take effect upon approval by the VFS Board of Directors.

Article IX: Conflict Resolution

Section I: Mediation

In the event of a dispute or conflict within the Council, members shall first attempt to resolve the issue through constructive dialogue and mediation facilitated by the Student Council Officers or designated mediator.

Section II: Escalation

If internal resolution efforts are unsuccessful, the matter may be escalated to the VFS Headquarters for further review and resolution.

Article X: Alignment with Main Organization

Section I: Coordination and Communication

The Council shall maintain open lines of communication with the VFS Headquarters and Technical Council and collaborate on initiatives that align with the organization's mission and objectives.

Section II: Compliance

The Council shall operate in accordance with the bylaws, policies, and guidelines established by the Vertical Flight Society Headquarters.

Article XI: Legal and Regulatory Compliance

Section I: Adherence to Laws and Regulations

The Council shall adhere to all applicable laws, regulations, and policies governing student organizations within the jurisdiction of its operation.

Section II: Reporting and Documentation

The Council shall maintain accurate records of its activities, finances, and governance processes in compliance with legal and regulatory requirements.

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Article XII: Regular Review and Revision

Section I: Periodic Review

These bylaws shall be subject to periodic review by the Council to ensure their effectiveness and relevance. Reviews shall be conducted at least once every 3 year.

Section II: Amendments

Proposed amendments resulting from the review process shall follow the procedures outlined in Article VIII of these bylaws.