

Appendix A.
South Carolina Space Grant Consortium Bylaws
February 18, 1994
Modified August 6, 2004
Modified September 26, 2006

Mission Statement

The consortium exists to implement the National Space Grant Act of 1988 in South Carolina. Within the larger context of national science and technology initiatives, we promote activity in research, education, and public service related to the NASA mission.

South Carolina Space Grant Consortium Goals

The Consortium has six goals to accomplish its mission statement. All of our research, education, and public outreach programs fulfill one or more of the goals listed below.

- GOAL 1. To increase access, understanding, development, and utilization of resources in four areas: space science, Earth system science, biological sciences and aeronautics.
- GOAL 2. To encourage cooperative programs among colleges and universities, state organizations, business and industry, and pre-college interests.
- GOAL 3. To enhance interdisciplinary research, education and public service activities.
- GOAL 4. To recruit and train students, educators, and professionals, especially women and underrepresented groups.
- GOAL 5. To promote a strong science, mathematics and technology base throughout all levels of South Carolina education
- GOAL 6. To facilitate statewide communication of NASA opportunities and programs.

Membership

1. *Geographic requirements*

Membership is open to all South Carolina and Virgin Islands Institutions of Higher Education that are interested in NASA-related research and education.

2. Membership Dues

All member Institutions of Higher Education are required to pay annual dues to maintain their membership in the SCSGC. The Board of Campus Directors shall establish the annual dues for the Consortium and the deadline for payment. At the time of 2006 amendment of the bylaws dues were set at the rate of \$250/year. Annual membership dues shall be paid May 1st. Any member Institution in arrears in the payment of dues by more than three months shall forfeit all membership privileges. Upon payment of current dues, a member Institution may be reinstated.

3. Current Members

In 2008, there are fourteen academic members of the South Carolina Space Grant Consortium: Benedict College, Claflin University, Clemson University, Coastal Carolina University, College of Charleston (lead institution), Francis Marion University, Furman University, Lander University, Medical University of South Carolina, South Carolina State University, University of South Carolina, The Citadel, The University of the Virgin Islands (membership suspended), Wofford College.

4. Additional Members:

Any institution of Higher Education in South Carolina or the Virgin Islands can petition the Director of the Consortium for membership. A petitioning institution must receive a majority vote of the Board of Campus Directors to become a member of the Consortium. The new member will have 90 days to pay their dues.

5. Removal of Consortium Member Institutions

Any member institution may withdraw from membership by submitting its intentions in writing 30 days in advance of such termination to the State Director.

An action to either remove or suspend an institution can occur for the failure to participate in Consortium activities or the misappropriation of consortium funds. The State Director must first contact the Campus Director with a list of concerns and remedies before the State Director can recommend an institution's removal to the Board of Campus Directors. The Board of Campus Directors may vote to remove or suspend an institution from the Consortium with a two thirds (2/3) vote.

Academic Membership Privileges

1. Consortium Affiliates are eligible for participation in all Consortium programs, including the NASA EPSCoR program. Specifically, they may submit proposals to the yearly REAP (Research and Education Awards Program) or to the NASA EPSCoR RGP (Research Grant Program). Students at academic affiliates are eligible to apply for South Carolina Space Grant Consortium student awards.
2. Students and faculty at South Carolina Consortium institutions of higher education may apply for internships to work on relevant projects at their home institution, a NASA facility, or other consortium institutions. These students and faculty are eligible to request support from their Campus director or from the state director's office.
3. Consortium funds are awarded on a competitive basis, in open competition between all members of the Consortium.
4. The South Carolina Space Grant Consortium homepage will contain direct-links to all Affiliate institution home pages. In addition, the Institutional Representative will be listed on the Space Grant homepage with appropriate contact information. Any projects funded by South Carolina Space Grant Consortium, in whole or in part, will have project description pages located on or linked to the main South Carolina Space Grant page.

Space Grant Campus Directors

For each academic member institution, the President or the President's representative, in consultation with the state director, will designate a Campus Space Grant Director for their institution. The Campus Space Grant Director will act as the primary point of contact for the dissemination of NASA and Space Grant information about funding opportunities to the faculty and students at their institution and to educators and the general public in their area.

The Campus Space Grant Director will represent the academic member institution on the SCSG Consortium Board of Directors. Each campus director will have one vote in all decisions regarding our Consortium, membership, funding and awards.

A Campus Director is expected to dedicate 5 to 10% of their time to Space Grant activities. This time is uncompensated, but can be used as part of the cost-share requirements for the NASA grant to South Carolina.

The Campus Space Director will advertise research and scholarship opportunities and they will encourage students and faculty members on their campuses to apply for these grants and scholarships. The Campus Space Grant Director will attempt to recruit members from underrepresented group to apply for support. Each Campus Director will receive campus management funds from SCSGC budget. These funds can be used to offset office and travel expenses. Remaining funds can be used at the campus director's discretion to support student and faculty NASA related activities.

The Campus Space Grant Director will be responsible for submitting an annual campus budget, reporting of all their campus expenditures and NASA-related activities to the state Space Grant director's office. This information will be used to produce the South Carolina Space Grant Consortium's report to NASA headquarters.

State Director

The South Carolina Space Grant Consortium Board of Directors appoints the State Director. The State director must also have the approval of the NASA Space Grant program office. The State Director serves can be removed from office with a simple majority vote of the Board of Campus Directors.

Lead Institution Lead Institution of the South Carolina Space Grant Consortium shall be located at where the State Director is resident.

State Director shall exercise the following responsibilities:

1. Implement the goals and objectives of the Consortium;
2. Develop and administer the annual budget per the Consortium Agreement with NASA;
3. Administer the statewide programs of the South Carolina Space Grant Consortium including NASA EPSCoR;
4. Hire, direct, and supervise statewide Consortium staff;
5. Call meetings for the Board of Directors;
6. Serve as the Consortium's Chief Executive Officer, spokesperson, and public relations officer;
7. Appoint committees as needed to assist Consortium programs;
8. Fulfilling NASA's reporting requirements;

9. Develop new Space Grant Proposals and renew of agreements;
10. Represent South Carolina at the National Council of Space Grant Directors.

Board of Campus Directors of the South Carolina Space Grant Consortium.

Membership: The Board of Directors shall be comprised of representatives from each of the academic member institutions and the Statewide Director. Each campus has a single vote. Representatives from the South Carolina EPSCoR Executive Committee and the South Carolina Sea Grant Consortium participate in the Consortium activities and are invited to attend the Board of Campus Directors meetings. These affiliates, like other non-academic affiliates, do not have voting representatives to board.

Meetings: The Board of Directors must meet a minimum of 2 times a year. The State Director or any campus director may call a **Board of Directors meeting**.

Quorum: A quorum exists when 51% of the representatives from the Board of Campus Directors and the state Director are in attendance.

Voting: Each campus has one vote. Neither the State Director nor non-academic affiliates have a vote. All matters requiring the Board's approval shall be agreed upon by a 2/3 vote of those present and voting

Some of the a Board of Directors' Responsibilities:

1. Appoint the State Director;
2. Develop short and long-term planning and goals;
3. Adopt the annual budget per Consortium agreement;
4. Approve program expenditures for scholarships and research awards;
5. Approve guidelines for all scholarship and grant applications;
6. Review expenditures of Consortium;
7. Approve the addition of new members to the Consortium;
8. Set the amount and deadline of the annual dues

Non-academic Affiliates shall be established by written consent of the company, agency, or institution and must be approved by the Board of Directors. They shall assist and join in cooperative programs to enhance science education in the state and to create

a research infrastructure between business, government, and educational institutions for the state in aerospace science. The types of affiliates are as follows:

- 1) Industrial
- 2) Government
- 3) Non-Profit