Alvernia College

Constitution of the Black Student Union and Ethnic Awareness Society

Article I
Preamble

The minority and ethnic students of Alvernia College gather to form a group dedicated to bringing about effective change on campus regarding diversity.

Article II
Name

The name of this organization is the Black Student Union/Ethnic Awareness Society of Alvernia College.

Article III
Purpose

The purpose of this organization is to serve as a network and supportive community to new minority and ethnic students while promoting a positive image of minority people. This will be done through events on campus and volunteering in the community. We are committed to continuing the struggle of equality for all people within this community, regardless of culture. We feel it is our duty as members of this club to ensure that education and enlightenment further tolerance on this campus.

Article IV
Membership

This club is open to all students and faculty at Alvernia College regardless of race, ethnicity, background, or culture.

Article V
Governance

The governing of this organization shall be as follows:
Five elected officers: President, Vice-President, Secretary, Treasurer and Historian.
All officers shall be members of the student body.

Article VI
Elections

All election activities shall be conducted by the advisor in the appointed place set forth by the advisor. Nomination for all positions will be accepted until 12:00 pm on the date established by the organization. A list of nominations will be posted in the adviser’s office at 1:00 pm on the appointed date. Votes will be accepted by the advisor until 4:00 pm. A list of new officers will be posted in the advisor’s office at 5:00 pm.

NO nomination will be accepted for a student with a grade point average below 2.0.

NO nomination will be accepted for a student on academic or disciplinary probation.

NO nomination will be accepted for a student with fewer than nine credit hours.

Article VII
Duties of Officers
Article XI
Voting Procedure

All members of the organization are afforded equal voting rights, except the president who will only vote in the event of a tie. All decisions are rendered only after a majority vote is received. In the event of a tie, the president will cast the deciding vote.

Article XII
Removal of Members

Provisions for the removal of a member from the organization will require a proposal and an organizational vote. Removal from the organization shall be for any of the following reasons, but not limited to the list provided:

a. Absenteeism

b. Misappropriation of funds

c. Failure to carry out designated duties as an officer or committee chair

d. Arbitrarily carrying out any function not assigned, defined or approved by the organization’s leadership

e. Failure to carry out assigned responsibilities

f. Insubordination and disrespect to any officer of the organization, staff or faculty of Alvernia College.

Article XIII
Vacancies and Removal from Office

In the event a position within the organization becomes vacant, the following procedures shall be followed:

a. A vacancy in the president’s office shall be filled by the vice-president.

b. A vacancy in the office of vice-president, secretary, treasurer or historian shall be voted upon in an expeditious manner and filled immediately.

Article XIV
Amendments

All articles of this constitution are amendable as needed. Any request for amendment will be presented to the organization for discussion and vote. Only after a majority vote is taken will the amendment stand. In the event that a new amendment becomes effective, the change will be posted as necessary. All necessary parties will be informed.

Reviewed by:

Approved by:
President: Shall be responsible for the motivation and morale of the organization in all its components. The president is to act as the student liaison between the organization and the advisor. The president is responsible for conducting all open and closed meetings. The president is responsible for organizing and conducting a workshop to discuss the successes, failures and difficulties of the prior year at the end of each term.

Vice-President: Retains the position and functions of the president in situations when the president is unable to perform. The vice-president acts as a liaison between the president and the remainder of the executive board continuing the bureaucratic chain of command. The vice-president also shares the duty of encouraging the organization as well as ensuring order in meetings.

Secretary: The secretary is responsible for all recorded documents of the organization. The secretary is responsible for recording minutes at both open and closed meetings. The secretary is responsible for ensuring that all necessary parties (i.e. advisor, SGA, etc) receive a copy of minutes recorded in a timely fashion. All documents are to be filed in the necessary medium to be passed on to the next individual to assume this position. A paper log of all activities is to be maintained and passed on as well. A file of all incoming and outgoing communication is to be maintained by the secretary with the proper distribution and controls maintained. The secretary is to maintain an e-mail account specifically for communications to the members and incoming correspondence.

Treasurer: The treasurer is responsible for being the chief officiater of the budget. The treasurer is responsible for all check requests and all money requests from the Student Government Association. This includes written proposals and official presentations to the Student Government Association unless otherwise instructed.

Historian: Responsible for maintaining a historical account of all activities of the organization to include media publications and photographs. This information is to be maintained after review by the advisor in the location specified.

Article VIII
Committees

All committees will be formed when needed. They will be chaired by one person and formed for the purpose of planning, organizing, directing and implementation of a specific activity or function. After completion of the assigned duties, the committee will be disbanded until another is necessary.

Article IX
Meetings

All open meetings will be posted. There will be no less than two open meetings scheduled and conducted each month of the academic year. All committee meetings will be scheduled and conducted for the committee chairperson for that particular committee. The secretary will post minutes of all meetings in the mailbox for proper distribution and filing.

Article X
Advisor

The advisor is selected per suggestion and vote of the organization. The advisor is to serve as the liaison between the organization and the college administration. The advisor is to conduct all functions related to the elections of the organization. The advisor serves as an advisor on all activities conducted by the organization. Provisions for removal of the advisor require a proposal and an organizational vote.