

Small 100. 4/11/18

Northeastern Illinois University
Student Organization Constitution & By-Laws
A Constitution for the Gay, Lesbian, Bisexual, Transgender Alliance

Preamble

This constitution establishes the Gay, Lesbian, Bisexual, and Transgender Alliance as a representative body of students, with the purpose of:

- (1) acting as an organized voice in the community's consciousness that will address the needs of lesbians, gay men, bisexuals, and transgender people at Northeastern Illinois University;
- (2) promoting greater understanding of internalized and conspicuous homophobia and its effects not only in the individual, but also on the community at large;
- (3) offering a safe environment for the exchange of ideas and concerns among students, faculty, and staff;
- (4) providing council to those who have been discriminated against or harassed because of their sexual orientation.

Article 1: Membership Requirements

The membership of the organization shall consist of the following:

- (1) Regular members of the organization shall be currently enrolled students who have attended at least 2 meetings of the organization;
- (2) Honorary members of the organization shall include faculty, staff, alumni, and non-students who support the purposes of the organization;
- (3) Membership in the organization will not be denied to any person(s) on the basis of age, color, disability, national origin, race, religion, sex, sexual orientation, marital status, disability, or veteran status.

Article II: Officers

- (1) The executive committee shall consist of the following Executive officers: 2 Co-chairs (one female and one male), Vice Chair, and Secretary.
- (2) Students must be enrolled for at least 3 hours to be eligible to serve as an Executive officer.

Article III: Advisor

- (1) The advisor shall be recommended by Executive Committee and selected by the regular membership of the organization

- (2) The advisor must agree to serve and submit a letter indicating willingness to serve to the Student Activities Office.

Article IV POWERS AND FUNCTIONS OF THE EXECUTIVE COMMITTEE

Section A. CO-CHAIRS

- (1) shall preside at the meetings of the organization;
- (2) shall act as an ex-officio member of all committees;
- (3) shall collect funds, make deposits to the University Cashiers Office and submit deposits to the Student Activities Office;
- (4) shall report to the organization a financial report after fund-raising events;

Section B. VICE CHAIR

- (1) shall file charter renewal forms each July (and whenever officers change) with the Student Activities Office;
- (2) shall preside at meetings of the organization in the absence of a Co-chair;

Section C. SECRETARY

- (1) shall maintain organization meeting minutes and records;
- (2) shall transmit to the Student Activities Office minutes and signature of those attending meetings whenever:
 - (a) officers are elected,
 - (b) advisor is chosen,
 - (c) decisions are made to request the expenditure of funds;
 - (d) changes are made to constitution and/or by-laws

We need to add Treasurer

- (3) shall make sure current organization Constitution and By-Laws are on file in the Student Activities Office;

Section E. The Executive Committee will have the authority to make interim decisions for the organization subject to review by the organization at the next meeting. The Executive Officers are responsible for the overall functioning and coordination of the organization.

Article V: MEETINGS

The organization shall meet at least 3 times during each term of the regular academic year.

Article VI: QUORUM

A minimum of 2 Executive Officers and 60% of the regular members must be present to conduct official business of the organization. Signature lists shall be maintained of those attending each meeting.

Article VII: ELECTIONS

Section A. The Co-chairs shall appoint a chair for the Elections Committee with the approval of the organization. Elections of officers for the following year will be held during the last month of the spring semester.

Section B. Only regular members who are currently enrolled and in good standing are eligible to vote.

Section C. A majority vote shall be necessary to elect officers.

Section D. All officers shall hold office until new officers have been elected.

Section E. The term of office shall be one year. No officer shall serve in the same position for more than two academic years.

Article VIII: MEMBERS IN GOOD STANDING

Members who are currently enrolled, are active in the organization, and attend at least 2 meetings each term, shall be considered members in good standing. Only members in good standing have the right to vote on organization business.

Article IX: VACANCIES

- (1) A vacancy in the position of Co-chair shall be filled by the Vice Chair who shall become a Co-chair.
- (2) Vacancies in the positions of Vice Chair or Secretary shall be filled by a special election following the normal election procedures.

Article X: IMPEACHMENT

- (1) Officers of the organization may be impeached for:
 - (a) failure to regularly attend meetings without justifiable reason;
 - (b) failure to fulfill the duties of office as outlined in this Constitution.
- (2) Any member can bring impeachment charges forward. The charges will be presented at one meeting and delivered by mail to the individual being charged.
- (3) A special meeting, at which there must be a quorum, will be held within 10 days of the initial presentation of the charges at which time the individual being charged will be able to answer the charges.
- (4) A 2/3-majority vote of those present at the meeting is necessary for impeachment and removal from office.
- (5) Vacancies created by impeachment shall be filled as prescribed in Article IX.

Article XI: AMENDMENTS

Section A. This Constitution may be amended by a 2/3-majority vote of the membership at the first meeting of the organization at which a quorum is present following the approval of the amendment by the Executive Committee.

Section B. Amendments must be presented to the Executive Committee for approval before they may be submitted to this organization membership of a vote.

Section C. Amendments shall become effective following approval of the Student Government Charter Committee and the Office of Student Activities.

Article XII: ENACTING CLAUSE

This Constitution shall be effective as of the date that the Constitution is approved by the Director of Student Activities,

APPROVALS:

Organization:

Jason Hendrich
Officer

[Signature]
Advisor

Charter Committee:

Yahala Yadeb
Chair

Student Government:

[Signature]
President

Student Activities:

[Signature]
Director

3/5/99
Date

GAY, LESBIAN, BISEXUAL ALLIANCE
BY-LAWS

Article I: MEETINGS

- (1) The Executive Committee shall set the meeting schedule at the beginning of each semester.
- (2) The organization shall meet every week during the regular academic year.
- (3) The Executive Committee can call special meetings provided that at least a 48 hour notification is given to the membership.

Article II: AD-HOC COMMITTEES

- (1) Ad-Hoc Committees may be established to carry out specific short-term tasks for the Organization.
- (2) Committees shall be appointed by the Executive Committee and approved by the membership. The Chair will be appointed by the Executive Committee.

Article III: PARLIAMENTARY PROCEDURE

This Organization shall follow the rules of order as outlined in Roberts Rules of Order - Newly Revised.

Article IV: BY-LAW CHANGES

- Section A. These by-laws may be amended by a simple majority vote of the membership at the first meeting of the organization at which time a quorum is present following the approval of this amendment by the Executive Committee.
- Section B. By-law amendments must be presented to the Executive Committee before they may be submitted to the organization membership for vote.
- Section C. By-law amendments shall become effective following approval of the Student Government Charter Committee and the Office of Student Activities.

APPROVALS:

Organization:

Officer

Advisor

Charter Committee:

Student Government:

Chair

President

Student Activities:

Director

Date

3/5/99