



Chipola College TRiO Society Bylaws/Constitution

We the members of the **TRiO Society**, in order to promote civic engagement within our communities; further student leadership; and expand relationships with our local and state clubs; do hereby establish this constitution to aid in the promotion of student activities and support.

Article I. Name

The name of the organization shall be **TRiO Society**.

Article II. Objectives

- A) To encourage self-development, commitment to academics, and dedication to community involvement.
- B) To expand the goals and objectives of the **TRiO** Student Support Services program.
- C) To provide opportunities for students to gain leadership experience, perform community service and promote academic success.
- D) To offer assistance and referral service to **TRiO** Student Support Services participants.
- E) To enhance the personal success, well-being and achievement of students.

Article III. Membership

Section I: Membership shall be designated as regular.

Section II: Members: Shall be defined as those students who are enrolled in at least three hours at Chipola College and maintain at least a 2.5 GPA and be a participant of the Chipola **TRiO** Student Support Services program.

Section III: Any person qualified, as specified in Section III and IV of Article III, may become a member, and may retain such membership for as long as the person is so qualified.

Section IV: Regular Membership

- A) A regular member has full voting privileges and is entitled to hold any position or secure service in the organization subject to the provisions of this constitution.
- B) Each member shall have one vote in any matter submitted to the organization for general vote. Proxy voting and absentee balloting shall not be permitted. A member may abstain from voting on any matter.
- C) Any person requesting to obtain a regular membership to the **TRiO Society** shall be required to be enrolled at Chipola College at the time of applying for said membership, must have attended no less than one month at Chipola College, and be a participant in the Chipola **TRiO** Student Support Services program.

Section V: Membership Dues

- A) There are no fees required for membership.



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- Section VI: Removal of members
- A) Members partaking in improper, unprofessional or illegal behavior may be removed for the organization. A two-thirds majority vote of those present shall be required for removal of a member.
 - B) The member subject to removal shall be notified in writing five business days prior to the meeting at which the removal will be voted on.
 - C) The member subject to removal shall have the right to present his/her case to the membership at the meeting in which the voting for removal will be voted on.
 - D) All voting on this matter must be done by secret ballot.

Article IV. Officers

Section I: Elected officers of the organization shall be President, Vice-President, Secretary, and Treasurer, and shall be called the Executive Committee.

Section II: The officers shall be elected once a year at the beginning of the Fall semester, with positions taking effect at the beginning of the Fall semester. All elected officers shall hold office for a period of one academic year. All elected officers must be in good academic standing.

Section III: Officers must not be on disciplinary probation or suspension at the time of election or during the term of office.

Section IV: If the office of President vacates before completion of the term, the Vice-President shall become President until the next election. A special election shall be held by ballot to fill the vacated Vice-President position.

Section V: Vacancies to the offices of Secretary and Treasurer shall be appointed by the President based on nominees from the Executive Committee. A vacancy to the position of Vice-President shall be filled by conducting a special election by ballot.

- Section VI: Removal of Officers
- A) Officers who are placed on disciplinary probation or suspension will be automatically removed from office.
 - B) Any officer not fulfilling their duties may be removed from office. A two-thirds majority vote of those present shall be required for removal of an officer.
 - C) The officer subject to removal shall be notified in writing five (5) business days prior to the meeting at which the removal will be voted on.
 - D) The officer subject to removal shall have the right to present their case to the membership at the meeting in which the voting for removal will be voted on.



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Article V. Meetings

Section I: Special meetings of the organization may be called at the discretion of the President, when requested by a majority of the Executive Committee or upon written request of at least one-fourth of the membership of the organization.

Section II: Executive Committee meetings of this organization may be called at the discretion of the President or by a majority of the Executive Committee. Executive Committee shall be notified by telephone no less than 24 hours prior to the time of the meeting.

Section III: Quorum: Three members of the Executive Committee must be present to conduct business at any Executive Committee meeting, and a simple majority of members present at any regular meeting shall constitute a quorum to transact business.

Section IV: Parliamentary law will be used as a guideline for holding all meetings.

Section V: The date and times of regular meetings will be decided by a majority vote at the first organizational meeting of each year.

Section VI: Motions dealing with removal of officers or members will require a two-thirds majority vote of all members present at the meeting. All other motions will require a simple majority to pass.

Section VII: If voting results in a tie, an advisor may vote to serve as tie-breaker.

Section VIII: A meeting agenda will be disseminated during the meeting.

Article VI. Amendments

Section I: Amendments to this constitution and by-laws may be proposed at any regular meeting. A two-thirds majority vote of all members present shall be required to adopt any proposed amendment.

Article VII. Adoption of Constitution

Section I: This constitution when approved by the Student Government Association (SGA) and the TRiO Society shall become effective from the date of such approval.

Article VIII. Duties of Officers

Section I: President

- A) Shall preside at all meetings and shall enforce the constitution and by-laws of the organization.
- B) Shall schedule special meetings of the organization.
- C) Shall act as the public representative of the organization.
- D) Shall prepare meeting agenda.



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Section II: Vice-President

- A) In the absence of the President, the Vice-President shall assume all the power and the responsibilities of the President.
- B) Shall assist the President in the execution of presidential duties.

Section III: Secretary

- A) Resolutions and proceedings of meetings shall be entered in the proper books by the Secretary.
- B) The Secretary shall conduct all correspondence, relating to the organization and issue all notices of meetings.
- C) The Secretary shall keep a register of the members of the organization.
- D) Shall prepare and disseminate meeting minutes.

Section IV: Treasurer

- A) The treasurer shall be responsible for all monies collected by the organization.
- B) Shall keep accurate and updated budget records.
- C) Shall report budget summaries at every regular meeting.
- D) Shall assist the Executive Committee in planning the way in which funds are allocated and spent.

Article IX. Anti-Hazing Statement

Per Florida Statue 1006.63, the Chipola College **TRiO Society** prohibits members from engaging in any kind of hazing action or situation on or off-campus which recklessly or intentionally endangers the mental or physical health or safety of a student for the purpose of initiation or admission into, affiliation with or participation in **TRiO Society**.

Article X. Student Conduct Statement

All members of the **TRiO Society** agree to abide by the Chipola College Student Code of Conduct, Rights, and Responsibilities and by the rules and regulations as outlined in the Campus Organization Manual.

Article XI. Funding

Funding will come from the Student Activities budget at Chipola College.

-Bylaws-

All regular meetings of this organization shall be held at a time and place, on campus, designated by the organization President. The Chipola College Code of Conduct shall be observed both on and off campus for all student activities. Failure to observe proper conduct according to the College Code of Conduct shall result in a temporary suspension from the **TRiO Society** for a period of time as specified by the Executive Committee.