

ALLIES (Gay - Straight Alliance) Constitution

Constitution Revised March 10th, 2009
Constitution of ALLIES (Gay - Straight Alliance)
Shepherd University

PREAMBLE

ALLIES (Gay - Straight Alliance) has two main purposes on the Shepherd campus and surrounding community. First, it strives to promote understanding of lesbian, gay, bisexual and transgender ("LGBT") issues and acceptance of the LGBT community through campus and community activities. Second, it exists to create a supportive atmosphere on campus for members of the LGBT community and their allies.

ARTICLE I: NAME

The name of this organization shall be "ALLIES (Gay - Straight Alliance)." This name is not derived from or affiliated with a national organization, but is unique to Shepherd University.

ARTICLE II: MEMBERSHIP

Section 1: Membership is open to undergraduates, graduate students, alumni, faculty and staff of Shepherd University and the greater community. ALLIES will not discriminate on the basis of gender, race, creed, religion, nationality, sexual orientation or gender expression.

Section 2: Given the nature of the organization, there shall exist a formal list of members.

Section 3: Those eligible to vote ("members, membership") shall be defined as those individuals who have attended at least two previous ALLIES meetings.

ARTICLE III: OFFICERS

Section 1: The officers of ALLIES shall be; President, Vice-President, Secretary, Treasurer, Events Coordinator, SGA Representative; and shall be collectively known as the Executive Board.

Section 2: All officers voted in at the end of a school year will take office at the end of the semester and will facilitate the final meeting.

Section 3: The President shall preside at all meetings of the entire organization. In the event that the President is unable to attend the meeting, the Vice President will facilitate the meeting. S/he shall work with the Executive Board to create yearly goals for the organization, guarantee that the Executive Board meets on a regular basis and ensure that there exists an agenda for each G-SA meeting. The agenda will be distributed to the Executive Board prior to the meetings.

Section 4: The Vice-President shall assist the President in the facilitation of meetings, communicating with outside organizations, and general operations of the organization. In the event that the President is unable to attend the meeting, the Vice President will facilitate the meeting.

Section 5: The Secretary shall be responsible for keeping minutes of the meetings, reporting them at the following meeting and posting the minutes on the website.

Section 6: The Treasurer shall receive and be responsible for the organization's finances, have the power to sign checks and report the organization's financial standing to the membership at least once per semester.

Section 7: The Events Coordinator is responsible for researching, designing, planning, coordinating, and evaluating ALLIES events.

Section 8: The SGA Representative will be responsible for the representation of ALLIES at the SGA meetings. The SGA Representative can be appointed by the Executive Board and the office can be held by a current Executive Board member. An alternate SGA Representative will be appointed by the Executive Board who will represent ALLIES in the event that the SGA Representative is unable to attend the SGA meeting.

Section 9: Officers may be removed by a two-thirds vote of the members. The officer in question shall be notified of this vote at least three weeks beforehand, and shall have ample opportunity to defend him/herself to the membership before the vote is taken.

Section 10: When a member of the executive board wishes to resign his or her position on the board, the board member must give a formal letter of resignation to the members of the board as well as the group advisors. At the meeting when the letter of resignation is handed over, a formal announcement must be made to the rest of the group. Nominations to fill this empty office position be made at the meeting which will qualify for one of the two weeks of the previous

ARTICLE IV: FACULTY ADVISOR

Section 1: Nominations for faculty advisor(s) to ALLIES should be made by the membership and approved by a two-thirds vote of the membership.

Section 2: The Executive Board should meet at least twice a semester with the faculty advisor(s) in order to keep him/her informed of the organization's plans and activities.

ARTICLE V: MEETINGS

Section 1: The Executive Board of ALLIES should meet at least once every two weeks.

Section 2: Open meetings of the general membership (for business, discussions, speakers, activities, et c.) should be held at least three times each semester.

ARTICLE VI: FINANCES

Section 1: The collection of dues is not a condition of participating in any ALLIES activity.

Section 2: If some individual activities require payment by members, the Treasurer shall have responsibility for collecting these fees.

Section 3: Other finances, such as donations and monies from fundraisers, shall come under the responsibility of the Treasurer.

Section 4: Paying dues is not a condition for being a member of ALLIES, however, those who make donations for dues will receive preference if there is limited availability during organizational activities.

ARTICLE VII: AMENDMENTS

Section 1: The members of ALLIES will be notified at least one week before meeting to vote on a proposed amendment.

Section 2: A two-thirds vote of those present and voting at this meeting will be necessary for passage, as well as the approval of the advisor(s). All amendment voting will occur by secret ballot.

Section 3: The latest date of revision shall be included in the Constitution.

ARTICLE VIII: RATIFICATION

This constitution shall require approval of at least two-thirds of the membership, approval of the Student Government Association, approval of the Student Life Committee and recognition by the undergraduate faculties of Shepherd University.

BY-LAWS (9/7/2005)

1. **RULES OF ORDER.** Robert's Rules of Order shall have precedence over any other parliamentary procedure when invoked by the President.
2. **AMENDMENT.** These by-laws may be amended by a two-thirds vote of those members present and voting. All voting will occur by secret ballot. The membership should be notified at least two weeks before meeting to vote on a proposed amendment. The date of the latest revision will be included in the by-laws.
3. **ELECTION OF THE EXECUTIVE BOARD.** Any undergraduate or graduate student member of ALLIES shall be eligible to hold the office of President or Vice-President. At least two weeks notice shall be given for an election. Election of the President and Vice-President for the following school year shall take place in April of each year. Nominations shall be made from the floor. Votes shall be cast by secret ballot; that candidate receiving a majority of the votes wins. A majority will be more than one-half of the number of those present and voting. Other officers shall be elected in the same manner. The newly elected Executive Board will facilitate the final meeting of the semester in which they were voted in.