Constitution

Honors Student Organization
Lone Star College - Tomball

Article I. Name and Mission

Section 1. Name

The name of this organization shall be Honors Student Organization.

Section 2. Mission

The Honors Student Organization shall act as a division of the Honors Program. The Honors Student Organization shall offer Honors students a forum for discussion and fellowship that will enhance the Honors Program by planning and presenting programs of both an academic and social nature, encouraging the development of leadership among its members while offering service to the college. HSO shall also seek to identify, recruit and challenge academically motivated students and offer the faculty the opportunity for innovation and renewal.

The HSO shall be organized and operated in such a manner as to uphold the standards of the Honors Program. Nothing in the Constitution shall be interpreted in such a way as to be in conflict with the mission statement of the Honors Program or of the Lone Star College System.

Article II. Officers

Section 1. Elected Officers

The elected officers of the HSO shall be as follows: President, Vice President, Secretary, Treasurer, Historian, Faculty Liaison and Events Coordinator. These officers shall constitute the HSO Executive Council, which is responsible for the nomination of officers and for general planning and administrative duties for the HSO.

Section 2. Duties of the officers

A. The President shall be the chief administrative officer of the HSO and shall preside at all regular and special meetings, coordinate and preside over all activities, approve the appointment of any necessary committees, serve as an ex-officio member of all committees, present business to the organization, represent HSO at special functions, develop goals for the HSO with the aid of the HSO Advisor, serve as a student representative to the Honors Council, develop and distribute agendas for meetings, install new officers, order and present any
special awards, approve all public notices for HSO, mentor new Honors students, recruit new Honors students from area high schools, and shall perform all duties normally associated with the office of President.

B. The Vice President shall perform all duties of the president in the event of the President’s absence, increase campus awareness of HSO by arranging for tables at Activities Mart, College Night, and the Learning Fair, getting flyers and other materials to potential members, assist the President in performing and implementing all HSO goals, mentor new Honors students, and recruit new Honors students from area high schools.

C. The Secretary shall be in charge of taking minutes for all meetings, tabulating votes in any HSO election, maintaining a file of all HSO correspondence, maintaining a record of all current Honors students and alumni, plan and organize the monthly newsletter, assist the President in implementing all HSO goals, take roll at all meetings, maintain and provide records of meetings at the request of the HSO Executive Council or HSO Advisor, mentor new Honors students, recruit new Honors students from area high schools, take charge of special projects as assigned by the President or HSO Executive Council, and perform other duties normally associated with the office of Secretary.

D. Treasurer shall receive and care for all the money and property of HSO, pay all bills on order of the HSO Executive Council, be responsible for the petty cash fund and keeping record books current and presentable on demand, assist the President in implementing all HSO goals, mentor new Honors students, recruit new Honors students from area high schools, take charge of special projects as assigned by the President or HSO Executive Council, and perform other duties normally associated with the office of Treasurer.

E. The Historian shall publicize HSO activities and projects, maintain the HSO yearbook, maintain a photographic record of HSO events, assist the President in implementing all HSO goals, mentor new Honors students, recruit new Honors student from area high schools, take charge of special projects as assigned by the President or HSO Executive Council, and perform other duties normally associated with the office of Historian.

F. Faculty Liaison shall coordinate all academic or scholarly seminars, presentations, lectures, or speakers for HSO, schedule these events with Student Activities, reserve campus space, schedule catering, assist the President in implementing all HSO goals, mentor new
Honors students, recruit new Honors student from area high schools, take charge of special projects as assigned by the President or HSO Executive Council, and perform other duties normally associated with the office of Faculty Liaison.

G. Events Coordinator shall plan and organize social events such as parties, community service, fundraising, schedule these events with Student Activities, reserve campus space or location, schedule catering, assist the President in implementing all HSO goals, mentor new Honors students, recruit new Honors student from area high schools, take charge of special projects as assigned by the President or HSO Executive Council, and perform other duties normally associated with the office of Events Coordinator.

Section 3. Officer Expectations

Officers are expected to conduct themselves so that their actions do not reflect negatively on the HSO, the Lone Star College - Tomball Honors Program, or Lone Star College - Tomball. Officers are expected to maintain a high standard of integrity, which included the qualities of honesty, good character, high academic achievement, and confidentiality. Officers will perform all their duties as defined for their respective offices by the HSO Constitution. Failure to meet these expectations can result in immediate removal of an officer by the HSO Executive Council or HSO Advisor.

Section 4. Election of Officers

A. All HSO members may nominate candidates for the offices of President, Vice President, Secretary, Treasurer, Historian, Faculty Liaison and Events Coordinator. Further nominations for these offices shall be taken form the floor at the time of the election. Nominees must be active HSO members as defined in Article IV, Section 2.

B. All officers for the forthcoming academic year shall be elected at the last regular meeting of the spring semester and shall assume their respective duties immediately following their installation. The officers shall serve for one year or until their successors are installed.

C. A majority vote of current and veteran HSO members shall elect any officer. A three-fourths vote of a quorum shall be necessary to remove an officer should he or she not be performing the duties of the office in a manner deemed satisfactory by the HSO or a majority vote of the HSO Executive Council and the HSO Advisor.
D. In case an office becomes vacant, a successor to that office shall be nominated in the manner outlined in Article II, Section 4, and shall be elected as outlined in Article II, Section 4 at the first regular meeting or special meeting following the vacancy.

Section 5. Order of Succession

The order of succession of officers shall be: Vice President, Secretary, Treasurer, Historian, Faculty Liaison, Events Coordinator.

Article III. HSO Advisor

Section 1. Election of HSO Advisor

The HSO Advisor will usually be the Director of the Honors Program. However, the Honors Council at its discretion may elect the HSO Advisor from the membership of the Honors Council. The Honors Council may also elect an HSO co-Advisor or HSO Advisors as the Honors Council deems necessary.

Section 2. Duties of HSO Advisor

The HSO Advisor shall attend HSO meetings, provide advice and consent to HSO as required, shall help organize and oversee service, cultural and academic programs, shall coordinate with the Honors Program and other organizations at Lones Star College - Tomball, and shall be an ex officio member of the HSO Executive Council.

Article IV. Membership

Section 1. Membership

HSO shall consist of current, veteran and alumni members.

Section 2. Current Members

Current members shall be those Lone Star College - Tomball students who are currently in the Honors Program, attempting Honors by Contract, enrolled in an Honors Course or completing the community service component of the Honors Program.

Section 3. Veteran Members

Veteran members shall be those Lone Star College - Tomball students who have previously completed an Honors Contract or Honors Course.
Section 4. Alumni Members

Alumni members shall consist of former members of HSO.

Section 5. Eligible Members

A member in good standing of another Honors Program shall be eligible for membership in the HSO upon completing Honors by Contract or an Honors Course.

Article V. Meetings

Section 1. Regular Meetings

HSO shall have regularly scheduled meetings, the dates which shall be announced at a prior regular meeting, and will be scheduled with the Student Activities office. Public notice of said meeting will then be posted.

Section 2. Special Meetings

Special meetings may be called by the HSO President, HSO Executive Council or HSO Advisor. Notice of such meetings shall be given to the Student Activities office and posted at least three school days in advance.

Article VI. Quorum

Section 1. Quorum Specifications

Three current or veteran members and one member of the HSO Executive Council at a regular or called meeting shall constitute a quorum.

Section 2. Majority Vote

Motions and resolutions require a majority vote for approval, a quorum being present, unless otherwise stipulated by this constitution.

Article VII. Amendments

Section 1. Constitution Amendments

Amendments to this Constitution shall require a two-thirds majority vote of the quorum at the regular or special meeting of HSO. No amendment can be adopted which is contrary to the mission statement of the Honors
Program or to the policies of the Lone Star College System and must be reviewed by the HSO Advisor before adoption.

Article VIII. Ratification

Section 1. Ratification

This constitution shall become effective immediately upon its approval by a simple majority vote of current and veteran members at a regular or called meeting of HSO.