**Constitution of**

**Lone Star College-CyFair**

**Lesbian, Gay, Bisexual, Transgender, Queer + Group (LGBTQ+)**

**Article I: Name**

The name of the organization shall be the Lone Star College-CyFair Lesbian, Gay, Bisexual, Transgender, Queer + Group, also known as LGBTQ+.

**Article II: Purpose**

The purposes of LGBTQ+ shall be:

• to provide a support system for lesbian, gay, bisexual, transgender, and queer Lone Star College-CyFair students, as well as those students who consider themselves allies of the LGBTQ+ community;

•  to educate the campus community about acceptance and diversity; and

•  to provide a safe and nurturing atmosphere, free of prejudice, where LGBTQ+ students can work together in a supportive environment.

**Article III: Membership**

Section 1. Any registered student of Lone Star College-CyFair, who is in good standing with the college, can be a member.

Section 2. In order to guarantee equal rights for all members of the Lone Star College-CyFair student body, equal opportunities shall be afforded all students without regard to race, color, sex, age, sexual orientation, gender identity, gender expression, religion, ethnic or national origin, disability, veteran status, or any other protected status.

Section 3. Active members can attend meetings, speak, and suggest and attend group activities. Officers and chair positions will be reserved for active members.

**Article IV: Advisors**

Advisors will attend group meetings and functions, provide institutional support, and get institutional approvals that are needed. They will function as consultants for members and have final say and veto power for any actions by the group. The Advisors will have access to all social media platforms the club uses. Advisors must attend all meetings and official events that take place outside of the Center for Academic and Student Engagement (CASE) building.

**Article V: Officers**

Section 1. To hold an officer position, a student must be an active member of LGBTQ+, must be in good academic standing with the college, and must agree with the mission of creating a supportive environment for all LGBTQ+ persons.

Section 2. The following officer positions will be created for the LGBTQ+:

 President

 Vice President

 Secretary

 Treasurer­

 Historian and Social Media Manager

Section 3. The term of office for officers will be a twelve-month academic year in length, beginning in August and concluding in August. The club will remain inactive during the summer for academic reasons.

Section 4. Officer duties and descriptions are as follows.

* The President will preside over all meetings as well as serve as chair for all events sponsored by the LGBTQ+. The President must create a formal agenda for all meetings of the organization, which will be made available to the Advisors at least forty-eight (48) hours prior to any meeting. The President will oversee planning and hosting any volunteer initiatives, and will, in conjunction with other officers, recruit volunteers for any events hosted by LGBTQ+.
* The Vice President (VP) will stand in for the President when the President is unable to attend meetings or functions. The VP will be responsible for forming committees with the membership of LGBTQ+.
* The Secretary will take notes and distribute minutes for all meetings including officer meetings, will oversee the Lone Star College-CyFair Academic Resource Page, and will help design publicity materials. The Secretary will send complete meeting minutes to the Advisors within forty-eight (48) hours of all meetings.
* The Treasurer will be responsible for all funds accrued and spent by the group. The Treasurer will attend any budgetary allocation meetings the college requires.
* The Historian and Social Media Manager oversees recording all events as well as taking pictures of every LGBTQ+ event throughout the year, and will oversee hosting all LGBTQ+ media webpages, if applicable, along with posting pictures and any type of publicity for the group, in accordance with Lone Star College-CyFair policies.

**Article VI: Elections**

Section 1. Elections will take place at the first official fall member meeting for the new academic year. The officers from the prior academic year, if returning, will guide the process. The previous officers may run for election again. However, if an officer is running for re-election, an officer must refrain from guiding the election process.

Section 2. Election Procedures

1. Students wishing to run for an officer position will be nominated prior to the voting meeting, from the floor of the voting meeting, or can self-nominate to the returning officers and/or Advisors from the previous academic year.
2. Voting will take place at the first official fall member meeting. Students must be present to vote. Voting will be conducted using paper ballots.
3. A simple majority of those active members present will decide who wins.
4. If a student leader quits or is found to be not in good standing by the college or Advisors, the position will be vacated. In the event of a vacancy, the remaining officers will select a new officer with the advice and consent of the Advisors.

Section 3. Run-off Election Procedures

1. In the event of a tie, another vote will be taken after a discussion with the active members.
2. If a second tie results, then the Advisors will select the winning candidate.

**Article VII: Meetings**

Section 1. The time, date, and place of regular meetings shall be determined by the majority of the membership at the first regular meeting of the term with the approval of the Advisors, or by the Advisors themselves. The first meeting of the term will preferably take place in September.

Section 2. Meetings will be held semi-monthly, unless more frequent meetings are needed as determined by the officers or Advisors.

Section 3. Special meetings can be called by either the Advisors or the officers. The officers must notify the Advisors and membership at least 24 hours in advance of any special meetings.

Section 4. A quorum will be 2/3 of the active membership as computed by the average of the preceding three sign-in sheets for the academic year.

Section 5. Robert’s Rules of Order will be used to govern procedures. The Vice-President will be responsible to maintain order.

**Article VIII: Finances**

Section 1. The fiscal operating year will be from September 1 through August 31.

Section 2. There will be no dues collected for membership in this group.

**Article IX: Committees**

Section 1. The President and Vice President shall, with the approval of the Advisors, create ad hoc committees from the active members who volunteer to be part of the endeavor.

Section 2. Each ad hoc committee shall establish their aim and work toward that goal, looking for the best ways to serve the group membership.

**Article X: Amendments**

Section 1. Proposed constitutional amendments shall be presented to the Advisors, officers, and active members at least 48 hours in writing before a meeting where any constitutional amendment is being proposed..

Section 2. A quorum must be present before voting on an amendment takes place. Approval by two-thirds of the quorum, which consists of only active members, shall pass the proposed change. Voting will be by paper ballots. The change shall be put into effect immediately, unless otherwise stipulated, and once approved by the Director of Student Life.

Section 3. A copy of any amendments to this document must be filed with the Lone Star College-CyFair Office of Student Life, the Advisors, the officers, and active members.

**Article XI: Ratification and Enactment**

This constitution shall become the official governing document of the LGBTQ+, upon ratification by a two-thirds majority vote of the active members present at a scheduled meeting, approval and acceptance by the appropriate recognizing body of Lone Star College Cy-Fair, and the approval of the Advisors of the organization.