

Pride Alliance

Constitution

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Article I

Section 1

Organization Name and Purpose

The name of this organization is Pride Alliance.

Section 2

The purposes of this organization shall be:

- A) to create a safe environment for a support group that will help any individual with the need for a place of acceptance and understanding,
- B) to promote acceptance and tolerance of all types of people within the community,
- C) to promote safe sex practices and disease awareness, and
- D) to provide peer mediation and peer intervention for any problems a member may have with themselves or with others.

Article II

Section 1

Membership

Membership shall be open to the following:

- A) Any registered student (full or part time), faculty, or staff at Lone Star College-North Harris who espouse values that align with the purpose of Pride Alliance.
- B) While community members and others not meeting the requirement above cannot become members of Pride Alliance, they may be invited to participate in meetings and/or events.

Section 2

There is no fee to become a member of Pride Alliance.

Section 3

Privileges of all members include participating in community and campus events, meetings, nominations, and voting.

Section 4

The privilege to run as an officer of Pride Alliance is restricted to the ability to meet the requirements listed in Article III, Section 5, Parts A-H

Section 5

In order to guarantee equal rights to all members of Pride Alliance, equal opportunities shall be afforded to all members without regard to race, color, national and/or ethnic origin, religion, creed, gender, gender identity, gender expression, marital status, sexual orientation, age, citizenship, veteran status, or physical/mental disability.

Article III

Section 1

Officers

The elected officers of Pride Alliance shall be: President, Vice President, Secretary, Historian, and Treasurer. One additional officer, the SGA Liaison/Public Information Officer, will be appointed by the newly elected officers.

Section 2

The term of office is one academic year, the fall and spring semesters.

Section 3

The same person cannot serve for more than 2 terms or 2 academic school years for the same office; however, if so desired, a person can run for another office after the two terms are over.

Section 4

Officer Election Procedures:

- A) Elections for officers shall take place within the last four meetings of the academic school year, in the spring semester.
- B) The first day of election procedures shall be the nominations.
 - 1. To be nominated to be an officer, one can either nominate oneself or be nominated by a fellow member.
 - 2. Once nominated, the nomination must be seconded by another member.
 - 3. Once seconded, the nominee can either accept the nomination or reject it.
 - 4. Once the nomination has been accepted, the nominee can no longer run for any other officer position.
- C) The second day of election procedures shall be the interview process.
 - 1. Each nominee who has not held the position they are running for previously shall meet with the current President and Vice President, and if available, an Advisor.

2. The interview shall inform the nominee of the details of the position he/she is running for.
 3. If afterwards the nominee decides that they cannot fulfill the duties of the office, they can then reject the nomination.
 4. If so desired, the current President can initiate another nomination process for the needed offices if the time schedule allows.
 5. If the current President chooses not to allow second nominations, he/she can allow the new President to appoint a member to the officer position needed if they meet the requirements in Article III, Section 5, Part A-H.
- D) The third day of the election procedures shall be Voting.
1. Each member in attendance on the designated day of voting can fill out a ballot that has the names of all nominees for each of their respective positions.
 2. The current President shall initiate the open time of voting and the closing time of voting.
 3. Once all ballots have been collected at the time of closure, the President and any officer appointed to assist, will then tally the votes for each nominee.
- E) The fourth day of the election procedure will be the announcement of new officers.
1. The current President will announce the results of the voting at the next meeting.
 2. The new officers shall then take their office and responsibilities at the end of the spring semester.

Section 5

All officers shall meet the following requirements:

- A) A registered student in good standing at LSC-North Harris.
- B) Currently enrolled in at least 3 credit hours.
- C) Committed to serve in obligated duties assigned to the position throughout the term.
- D) Committed to communicating with all other officers as needed to effectively serve the needs of the organization.
- E) Attend all officer and general member meetings and events.
- F) In the event that an officer is not able to attend an event or meeting, the said officer must contact the President or next officer available prior to the meeting or event to notify of the absence.
- G) Be ready to help members or a fellow officer with an emergency situation as needed and available.
- H) Ability to conduct oneself in a fashion that their actions will not reflect negatively on the image of the organization, its members, or LSC-North Harris.

Failure to comply with these requirements may result in disciplinary action.

Section 6

The officers shall follow a chain of command to maintain organization and leadership in the event that certain officers are unavailable, are removed, or have resigned their position. If the next officer in the chain of command is not interested in assuming a position opening due to resignation or removal, a special election may be held to fill the open position.

Section 7

The chain of command is to be as follows:

- A) President
- B) Vice President
- C) Secretary
- D) Historian
- E) Treasurer
- F) SGA Liaison/Public Information Officer

Section 8

Officer duties:

A) The President shall:

1. Attend and oversee all meetings and events, and make sure that at all times, the organization is abiding by the rules and regulations set forth by the Office of Student Life and LSC-North Harris.
2. Create the agenda for all officer and general member meetings.
3. Be an authorized signature on all official organization documents in conjunction with the designated officer and with the consent of an Advisor.
4. Delegate responsibilities to officers and consistently communicate with individual officers for status updates.
5. Consistently communicate and work with the Advisor(s) regarding the status of the organization.
6. Keep track of officers' duties and projects by receiving all officer updates and reports.
7. Provide an overview report of the organization's status at any given time.
8. In the case that a representative is needed, the President will represent the organization on its behalf except in the case where another member has been assigned.
9. Assist in budgeting decisions in reference to supplies and resources.
10. Be responsible for marketing organization events.
11. Recruit new members at events and meetings.
12. Set and maintain a standard of equality, acceptance, and professionalism.
13. The President has the right to order special committees and appoint new officer(s) should the need arise.

B) The Vice President shall:

1. Assist and support the President in all duties and responsibilities of the organization.
2. Be a liaison on behalf of the organization in order to build an internal and external network with other clubs and organizations on and off campus, paving opportunities for the organization.
3. Attend other organization meetings and create opportunities for Pride Alliance to collaborate with other organizations.
4. Create and maintain an updated directory of other college clubs and community organizations.
5. Assist in budgeting decisions in reference to supplies and resources.
6. In the event that the President is absent, the Vice President shall assume the duties of the President.
7. Be responsible for marketing organization events.
8. Maintain contact with the LSC-North Harris Public Relations Department and Communications Manager regarding Pride Alliance events.
9. Recruit new members at events and meetings.
10. Set and maintain a standard of equality, acceptance, and professionalism.

C) The Secretary shall:

1. Work closely with the President and Vice President to keep abreast of organizational goals, needs, policies, and procedures.
2. Document and communicate meeting dates and minutes.
3. Send meeting invitation notices via email, phone, and/or in person.
4. Handle incoming and outgoing mail.
5. Maintain a master calendar for all organization events and activities.

6. Create, manage, and maintain all Pride Alliance documents and files.
 7. Build and maintain an archival file of each year and end of the year presentation.
 8. Assist in budgeting decisions in reference to supplies and resources.
 9. Update and maintain all social network websites by posting event descriptions, times and dates, photos, and advertisements with the collaboration of the Vice President.
 10. Recruit new members at events and meetings.
 11. Keep an updated member roster.
 12. Be responsible for marketing organization events.
 13. Set and maintain a standard of equality, acceptance, and professionalism.
- D) The Historian shall:
1. Create photo and/or video albums and scrapbooks that can be used for marketing material.
 2. Take photographs and video recordings of organization events.
 3. Build and maintain an archival file of each year and end of the year presentation.
 4. Recruit new members at events and meetings.
 5. Be responsible for marketing organization events.
 6. Set and maintain a standard of equality, acceptance, and professionalism.
- E) The Treasurer shall:
1. Keep a comprehensive record and balance of Pride Alliance finances and expenses.
 2. Research and report current financial needs.
 3. Consult with fellow officers in advising on budget needs and limitations before proceeding with decisions.
 4. Sign any official financial documents in conjunction with an Advisor.
 5. Submit a financial report upon request.
 6. Maintain a copy and file of all receipts and financial documents.
 7. Plan for all purchases made outside of the PCard ahead of time with the approval of the Advisor.
 8. Recruit new members at events and meetings.
 9. Oversee the needs of the organization, including supplies and additional resources for each meeting and event.
 10. Be responsible for marketing organization events.
 11. Set and maintain a standard of equality, acceptance, and professionalism.
- F) The SGA Liaison/Public Information Officer shall:
1. Attend all SGA meetings to represent Pride Alliance.
 2. Present Pride Alliance information to the meeting.
 3. Return any and all information given to clubs from the SGA to the President and Vice President.
 4. Post the latest relevant information concerning organization events on campus and community bulletin boards, appropriate signage, newspapers, and postings.
 5. Create and produce marketing content and material such as flyers, banners, advertisements, and other marketing products in a timely manner.
 6. Be a liaison on behalf of the organization in order to build an internal and external network with other clubs and organizations on and off campus, paving opportunities for the organization.
 7. Obtain approval for posting by Student Life.
 8. Maintain contact with the LSC-North Harris Public Relations Department and Communications Manager regarding Pride Alliance events.

9. Be responsible for marketing organization events.
10. Set and maintain a standard of equality, acceptance, and professionalism.

Section 9

Officer Resignation and Removal

- A) An officer who resigns will be required to notify an Advisor and the other officers. Whenever possible and practical, the resigning officer should give a 2 week notice of resignation in order to allow time to find a suitable replacement.
- B) An officer can be removed from his/her position in two ways: by action of the officers or by action of the members.
 1. For the officers to remove a fellow officer, the subject and reason for removal must be brought up at an officer meeting. An Advisor must be present at the meeting if removal of an officer is being considered. If the fellow officers decide by majority vote that removal is necessary, they must consult the Advisors after the meeting. Upon approval of the Advisors, the officer in question is then removed from his/her respective position and he/she can choose to announce the removal to the membership or to have the remaining officers announce it.
 2. For the membership to initiate the removal process, the subject and reason for removal must be brought up at a general meeting. An Advisor must be present at the meeting if removal of an officer is considered. The member can argue his/her case for removal to the members and officers in attendance. Then the floor is open for discussion followed by a vote by fellow members for or against removal. If majority vote is in favor of removal, the officers and at least one Advisor must hold an officer meeting to decide on the merits of the arguments for removal. If the officers decide that removal is necessary by majority vote, the officer in question is removed from his/her respective position. He/she can choose to announce his/her own removal to the membership or to have the officers announce it.
 3. If the officers decide by majority vote to not remove the officer in question, he/she may remain in his/her position, or may choose to resign.
 4. In the event that the members are not content with the decision of the officers, the Advisor(s) may meet to decide whether or not to remove the officer from his/her position.
 5. Removal from office is not necessarily a ban from Pride Alliance general meetings and events.

Article IV

Section 1

Advisors

The Advisor(s) of Pride Alliance shall work with the officers in coordinating campus activities, meetings, community service projects, and other functions to ensure that Pride Alliance achieves its objectives.

Section 2

The Advisor(s) shall provide guidance and leadership to GLOSS members and officers, approve appropriate activities, and assist in overseeing the finances of Pride Alliance.

Article V

Meetings

Section 1

Meeting dates and times will be set at the first general meeting of each semester.

- Section 2 Emergency, special interest, or additional meetings shall be confirmed by the President and/or Vice President. Members will be given at least 4 days prior notice of meeting time, date, and objectives.
- Section 3 Order is to be maintained through the following general rules:
- A) Meetings are a place of respect for all people and their religious beliefs or lack thereof, sexuality, gender, political standpoint, and voice.
 - B) When an officer or member is speaking to the group, he/she has the floor. Any questions or comments must be made by raising hands and waiting for the chair to recognize that person.
 - C) Violence, abuse, and harassment of any kind will not be tolerated.
 - D) Any sort of threats will be taken seriously and will be reported to school authorities, Advisor(s), and campus police, as deemed appropriate.
 - E) Any feud, argument, or grudge that does not involve the organization itself is not to be brought into general meetings; however, the officers are available for peer mediation, if needed.
 - F) During meetings and organization events, members are to be respectful of all others and mindful that they are representing both LSC-North Harris and Pride Alliance.
- Section 4 In the event that a member or officer of Pride Alliance is found to be in violation of the rules mentioned in Article V, Section 3, Parts A-F, he/she will be subject to the following disciplinary actions according to the severity of the offense:
- A) A verbal warning from an officer or Advisor
 - B) A meeting with the officers and an Advisor to warn the offender of their actions and possible consequences.
 - C) Exclusion from club social activities.
 - D) Suspension from Pride Alliance pending a hearing of the offender, the officers, and at least one Advisor to decide if further action needs to be taken including a ban from attending club meetings and events, and/or a report to school authorities for possible administrative intervention.
- Section 5 Pride Alliance takes the safety of its members and officers to be of the utmost importance and must abide by all rules and regulations set forth by both the office of Student Life and LSC-North Harris.

Article VI

Section 1

Amendments

Amendments to the Pride Alliance constitution can only be made through a voting process. All amendments shall be proposed and discussed during a regular meeting.

Section 2

Amendments must pass with a two-thirds majority vote.

Section 3

If approved, copies of the amended constitution must be provided to the Advisor(s) and the Office of Student Life for administrative approval.

Article VII

Section 1

Ratification and Enactment

This Constitution shall become effective immediately upon its approval by a two-thirds vote of a quorum of members and administrative approval from the Office of Student Life.

Section 2

This Constitution shall become the official governing document of Pride Alliance at Lone Star College-North Harris.