Caribbean Student Organization Constitution

Article I Purpose

The purpose of this organization shall be to foster relationships between Caribbean students at Lone Star College–CyFair and the greater community. In doing so it aims to share Caribbean culture between students including history, music, dance, food, traditions and dress. This organization also aims to be a resource for West Indian students to adapt to American culture and forge partnerships with the Houston community.

Article II Name

Caribbean Student Organization

Article III Membership

Section 1: Any registered student (full or part time) at Lone Star College–CyFair who is in good standing with the College and fulfilling the membership requirements of the organization may be a member.

Section 2: Membership Requirements: Membership is open to enrolled students at the Cypress and Fairbanks Center. Section 3: 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, national and/or ethnic origin, religion, creed, gender, marital affiliation, sexual orientation, age, citizenship, nationality, veteran status, or physical disability. Section 4: Classification: Cultural/Social

Section 5: Privileges of membership. Members will be able to attend meetings, special events, nominate and vote for club officers. Voting privileges will be restricted to Lone Star College–CyFair student membership.

Article IV Officers and Advisors

Section 1: Officers: President, Vice President, Secretary, Treasurer and Public Relations Officer Section 2: Qualifications for holding office: All officers with exception of the first board shall be nominated and voted upon by the members of the organization. They must also be active members of the club having attended at least three (3) meetings per semester. Section 3: Length of Term: One (1) academic year specifically Fall to Spring of the following year. Section 4: Duties of Officers: President.- The president shall find resources, put forth ideas, and instruct the board in club matters. He/she shall oversee all other officers and delegate responsibility in order to keep the club functional. Vice President.- The Vice President shall be tasked with getting the organization to collaborate with other clubs in a mutually beneficial fashion. He/she shall also assist the President in executive duties and keep the organization grounded. Secretary.- The Secretary shall be responsible for taking attendance and minutes for each club meeting. He/she shall also be responsible for monitoring club email and communications. The Treasurer: -The Treasurer shall be responsible for completing purchasing requests on behalf of the club and tracking club expenses. The Public Relations Officer: -The Public Relations Officer shall be responsible for advertising/promoting the club. He/she shall also manage any social media account and have a running knowledge of upcoming events and activities hosted by the club. Section 5: Should a vacancy in any office occur, it shall be filled by way of an emergency vote by the club members. The outcome should come from everybody who is a part of the Club, with a 85% of votes. Section 6: Executive leadership positions include President, Vice President, Secretary, Treasurer, and the Public Relations Officer.

Need to add Historian.

2nd Secretary.
Article V Elections

Section 1: Time of Elections: Elections shall be held the week of March 20th or after the return from Spring Break. Section 2: Election Procedures: Active club members may nominate candidates for officer positions (including themselves). Nominees will be voted on by active club members with the successful candidate being the one that receives the majority votes. Elections shall be overseen by Advisors and co-advisors. Section 3: Run-off Election Procedures: In the event of a tie the former Executive board (officers) shall vote to break the tie, taking into account delegate suitability (strong meeting attendance and participation in club events) and the popular choice of the constituents. The winner shall be decided by at least 3/5 of the vote (i.e., Executive board vote) Section 4: Recall: A petition of 3/4 of the total number of members shall be cause for a recall election. The offense must be in writing and submitted by a member. A recall election shall be held at the next regular business meeting after presentation of the recall position and shall be conducted as a special election. Recall will require a favorable vote of 3/4 of the voting membership.

Article VI 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. Section 2: Frequency of meetings: Meetings shall be held two (2) times per month Section 3: Special Meetings: may be called by club officers and the club members must be given reasonable notice by the Secretary via email, text, social media, phone, or any other popular means of effective communication available at the time. Section 4: Quorum for regular and special meetings shall be at least half the membership Section 5: Rules of procedure for this organization shall be Robert's Rules of Order, Newly Revised.

Article VII Finances

Section 1: Fiscal Operating year (September 1 – August 31; same as college) Section 2: There are no membership dues for this organization.

Article VIII Committees

Section 1: Standing Committees: In the event of excessive activities or special projects. Standing committees may be formed by club members to focus on such projects. The procedure to form a standing committee is by creating special projects about CSO. Only the executive members should be allowed to head a committee. The committee head should be decided by 95% of the popular vote.

Section 2: Selection of Standing Committees: Members shall choose amongst themselves based on availability and capacity to carry out agreed upon duties. Section 3: Powers and Duties of Standing Committees: To act in the best interest of the club in the creation and completion of any event, program or activity. The committee shall be held accountable by the lead advisor(s) of the club. He or she will determine if the standing committee is acting in the best interest of the club.

Article IX Amendments

Section 1: Proposed constitutional amendments or changes shall be presented to the organization in writing, (i.e. one meeting before it may be voted on). Section 2: Approval by 75% (i.e. three-fourths) of the voting members present at a regular meeting shall pass a proposed change. The change shall be put into effect immediately unless otherwise stipulated in the amendment. In the event of a deadlock or tie, the lead advisor shall settle the vote. Section 3: A copy of any alteration to this document must be filed in the
Article X Ratification and Enactment

Section 1: This constitution shall become the official governing document of the organization, upon ratification by a unanimous vote of the membership, and approval and acceptance by the appropriate recognizing body of Lone Star College–CyFair. Amendments and ratification to the constitution should require the same vote percentage (i.e. 75% or 3/4th of the vote). In the event of a deadlock or tie the lead advisor shall settle the vote.