**GREEN CLUB**

**Lone Star College-CyFair**

**Constitution**

**Article I Name**

This organization shall be known as the Green Club, and shall be referred to as “the organization” within this document.

**Article II Purpose**

The purpose of this organization shall be to raise awareness of environmental issues and to educate the Lone Star College-CyFair community about possible solutions.

**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 fulfills the membership requirements of the organization may be a member.

Section 2: Membership Requirements: To become a member, an individual needs to complete an application provided by our club officers. Membership runs from the day of acceptance to the day after the end of the spring academic term. An individual’s membership will finish at: 1. the end of the normal membership cycle without a prior request to renew, or 2. the member’s request.

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, sex, age, sexual orientation, gender identity, gender expression, religion, ethnic or national origin, disability, veteran status, or any other protected status.

Section 4: Privileges of membership: Voting privileges will be restricted to Lone Star College-CyFair student membership.

Section 5: Removal: If a member needs to be removed from the organization, they would no longer receive any communications from the organization. To qualify for removal, a member would have to be no longer in good standing, or the member must have caused a major disruption within the organization. During officer meetings, the officers will vote to decide if the member should be removed. If the result is to remove the member, the officers will notify the member privately.

**Article IV Officers and Advisors**

Section 1: Officers: President, Vice President, Event Coordinator, Treasurer, and Historian.

Section 2: Qualifications for holding office:Any registered student (full or part-time) at Lone Star College-CyFair who is in good standing with the College and fulfills the membership requirements of the organization may be an officer.

Section 3: Length of Term:Term of office begins on the first day of fall semester and each officer position will be a year in length.

Section 4: Duties of Officers:

 •  President: The President will primarily lead meetings. The President directly reports to the Advisor about things such as setting the agenda for meetings and upcoming events. In addition, the President will be in charge of posting about social and community events that the chapter participates in and maintaining a professional image for the organization on the various social media accounts.

 •  Vice President: The Vice President shall assist the President and other club officers in completing their duties. It is also the Vice President’s job to effectively contribute to the club’s operations. The Vice President must carry out the President’s duties in case of their absence. The Vice President is also in charge of recruiting and member registration.

 •  Event Coordinator: The Event Coordinator will organize events that take place outside of the meeting along with certain aspects of the meetings.

 •  Treasurer: The Treasurer is responsible for the financial status of the organization and the financial growth of the club. The Treasurer must manage the organization’s income to ensure that the chapter has the finances needed to prosper.

 •  Historian: The Historian shall keep a record of the club’s accomplishments and activities for the year through various media such as photographs, news clippings, and lists. The Historian must also keep accurate and complete minutes of all general and executive meetings.

Section 5: Should a vacancy in any office occur, it shall be filled by appointment of the remaining officers.

**Article V Elections**

Section 1: Time of Elections: The elections will be held in the last week of classes in the spring semester.

Section 2: Election Procedures: To be considered as a candidate, a member must apply for the desired position. During the second to last meeting of the spring semester, members can vote for officers, and the results will be announced in the last meeting.

Section 3: Run-off Election Procedures: If a tie occurs, the current officers will break the tie.

**Article VI Meetings**

Section 1: Meeting time/date/location: General meetings shall occur at the discretion of the elected officers; however, a schedule of meetings for every month must be created prior to the beginning of said month.

Section 2: Frequency of meetings: Meetings will be held at a minimum of twice per semester.

Section 3: Special Meetings: Officers may call special meetings at any time for important matters. Prior notice should be given to all members as soon as possible.

Section 4: Quorum for regular and special meetings shall be 2/3 of the voting memberships. If a quorum is not present, voting shall be postponed until the next meeting. The number constituting 2/3 of the membership shall be determined by the officer in charge of keeping the membership roster, the President. In the event that the President charged another officer with keeping the roster, then the quorum would be decided by that individual.

**Article VII Finances**

Section 1: Fiscal Operating year for Green Club is from September 1-August 31; same as the College.

Section 2: The financial records should be supervised and submitted with the approval of the President or Treasurer, and the Advisor.

**Article VIII Amendments**

Section 1: Proposed constitutional amendments or changes shall be presented to the organization in writing. One officer meeting shall be held before it may be voted on.

Section 2: Any member may propose a constitutional amendment. Members shall be notified at least two weeks in advance of a pending vote on an amendment. The amendment shall be read aloud and discussed at a meeting two weeks before the day of the vote and on the day of the vote. An amendment can be adopted only with the approval of a two-thirds majority of voting members at a meeting with quorum. The change shall be put into effect after approval from the Advisor(s) and the Director of Student Life.

**Article IX Ratification and Enactment**

This constitution shall become the official governing document of the Green Club, upon ratification by a two-thirds majority vote of the elected officers, consent of a two-thirds majority of voting members at a meeting with quorum, and approval and acceptance by the appropriate recognizing body of Lone Star College-CyFair.