

Constitution of the Black Progressives Of Lorain County Community College

Article I: Name

Section 1: The name of this organization shall be The Black Progressives

Article II: Purpose

Section 1: The purpose of Black Progressives is to be an outlet for the common cultural and educational interest of the students of Lorain County Community College who come from African American background. It is also to give all students interested in multicultural issues an opportunity to learn about various aspects of the African American culture and experience, to create a group for members to foster closer relationships with one another, LCCC campus community and the Community at Large.

Article III. Officers

Section 1: Officers serving on the Executive Board shall be the President, Vice President, Secretary and Treasurer.

Section 2: The term of office for Executive Board members shall be one academic year.

Section 3: Executive Board members must be students and in good standing with the institution.

Section 4: Executive Board shall follow the By-laws of the Black Progressives

Section 5: The Adviser shall be an interested Faculty or Staff member of Lorain County Community College. The adviser shall not have a vote.

Article IV: Membership

Section 1: Membership is open to any member of the student body.

Section 2: Membership shall be in two parts: Active and Inactive.

Section 3: Active Membership shall be based on payment of annual dues, which will be set at the first meeting of the year.

Section 4: Active Members shall receive a membership card.

Article V: Election

Section 1: Election of officers will occur prior to the end of the spring semester.

Section 2: Each member in attendance at the election meeting of the spring term shall be accorded one vote per office.

Section 3: All elections will be held by secret ballot

Section 4: A simple majority vote will constitute an officer election.

Article VI. Vacancies

Section 1: The Vice –President Shall succeed the President in the event of a vacancy.

Section 2: All other positions of the Executive Board shall be by internal appointment by way of application.

Article VII. Meetings:

Section 1: Meetings will be held once a week at a time and place to be determined by the organization.

Article VIII: Amendments

Section 1: Amendments to this constitution shall be adopted by a two-thirds vote of the members present at a regular meeting following the meeting at which the proposed amendment was distributed.

Bylaws of The Black Progressives for Lorain County Community College

Article I: Regulations Governing Black Progressives Executive Board.

Section 1: Responsibility of Executive Board members

All Members of the Executive Board of the Black Progressives shall:

- a) Shall promote the vision and purpose of the Black Progressives.
- b) Shall encourage the involvement in all functions of the Student Life Area.
- c) Shall promote integration, coordination, and cooperation between all clubs and organizations on campus.
- d) Shall be members of various committees and task forces as needed
- e) Shall conduct business when a quorum is present. A quorum consists of three members of the Executive Board and the Advisor or his/her designee.

Section 2: Removal from Office

- a) All executive members of the Black Progressives found to be in violation of the Student Code of Conduct shall be removed from office unless otherwise stated in writing by the Advisor.
- b) All executive members no longer able or willing to carry out the duties of their position must submit a letter of resignation with a brief statement about the circumstances and date of effectiveness.
 - i. The President of Black Progressives must submit the letter of resignation to the Adviser
 - ii. All other officers must submit the letter of resignation to the President
- c) Any executive member who is not fulfilling their duties can be impeached by the Black Progressives after:
 - i. All attempts to rectify the situation before impeachment must be sufficiently exhausted
 - ii. Notice of Impeachment must come from $\frac{3}{4}$ of the executive board.
 - iii. Notice must be given in writing to the party in question within 24 hours of decision. Notice will possess all documentation of the violation.
 - iv. The final questions shall be with the Advisor

Article II: The Office of President

- a) Preside at organizational meetings
- b) Facilitate Executive Board meetings
- c) Represent the organization to the institution
- d) Meet regularly with advisor
- e) Be aware of all money matters
- f) Assist all executive officers
- g) Serve as spokesperson for the executive board and organization
- h) Prepare for all meetings
- i) Be open to all opinions and input
- j) Provide follow-up to organizational tasks
- k) Inform the executive board of other meetings
- l) Provide motivation
- m) Coordinate the Executive Board transition

Article III. The Office of Vice-President

- a) Preside at organization meetings in the absence of the president
- b) Direct Constitutional and By-law updating and revision
- c) Facilitate elections
- d) Serve as liaison to committees
- e) Perform other duties as directed by the president.

Article IV: The Office of the Treasurer

- a) Prepare the organizational budget
- b) Shall be the chairperson of the financial committee
- c) Maintain a financial history of the organization
- d) Maintain all financial receipts to be turned in at the end of the year
- e) Inform the executive board of all financial matters
- f) Serve on various committees and task forces.
- g) Maintain an Inventory of all equipment and condition
- h) Perform other duties as directed by the president

Article V: The Office of Secretary

- a) Record and Maintain minutes of all organizational meetings
- b) Send minutes to all organizational members and institutional staff
- c) Prepare an agenda with the President for all meetings
- d) Keep the organization informed
- e) Maintain attendance at all meetings
- f) Maintain Calendar of Events
- g) Maintain Phone and E-mail directory of all members
- h) Organize an end of the year report
- i) Maintain history for club
- j) Set up all meeting arrangements
- k) Perform other duties as assigned by the president

Article VII: Role of the Adviser

- a) Meet with the president in a regular basis
- b) Meet with the executive board
- c) Attend organizational meetings
- d) Keep the executive board informed of all institutional matters
- e) Knowledge of the financial situation of the organization
- f) Attend and advise delegation during trips to conferences, business meetings and so on.
- g) Provide assistance with election concerns
- h) Provide background history and insight to the organization
- i) Hold goal setting meeting with executive board

Article VII: Committees

Section 1: Forms of Committees

- a) Committees shall be formed in order to conduct the proper order of business.
- b) Types of Committees shall be Standing and Ad Hoc

Section 2: Duties of Standing Committees

- a) Finance Committee
 - a. Shall create, oversee, evaluate and promote fund raising activities
 - b. Shall recommend budgetary needs and desires
- b) Social Committee
 - a. Shall create, oversee, evaluate and promote Social Activities for the campus at large. Parties, Dances, Concerts etc.
 - b. Shall recommend budgetary needs and desires

Section 3: Duties of Ad hoc Committees

- a) Ad hoc committees will be formed by the president and the executive board to take care of issues or programming as necessary
- b) These committees will have a limited duration

Section 4: Chairpersons for Standing and Ad hoc Committees

- a) The Chairperson of the finance committee shall be the Treasurer
- b) All other Committees Chairpersons are at the appointment of the President
- c) Volunteers and Recommendations for Chair positions can come from the members at large. Names must be brought forth to the President.

Article VIII Review of By-laws

Section 1: Process

- a) Review of By-laws shall be conducted annually prior to elections
- b) Review to be conducted by all executive board members and advisor
- c) Passage of changes needs $\frac{3}{4}$ vote of Executive Board