

The Esther G. Maynor Honors College Student Council
A Student Organization at the University of North Carolina at Pembroke (UNCP)
Constitution

Article I: Name

Section 1: This organization shall be known as the Esther G. Maynor Honors College Student Council and shall be abbreviated as the Honors College Student Council.

Article II: Purpose

Section 1: The purpose of the Honors College Student Council is to provide opportunities and address the needs of the Honors College students, to act as a liaison between the students of the Honors College and the Faculty Honors Council, and through input of its students, provide the best experience possible for the members of the Esther G. Maynor Honors College.

Article III: Non-Discrimination

Section 1: The University of North Carolina at Pembroke is committed to equality of employment and educational opportunity in compliance with applicable federal, state, and local laws. The University does not discriminate in access to, or treatment or employment in, its programs and activities based on age, race, color, sex, national origin, religion, disability, or veteran status. In keeping with applicable law and University policy, membership and participation in this organization must be open without regard to age, race, color, national origin, religion, disability, gender, or veteran status unless exempt under Title IX.

Article IV: Advisor

Section 1 Advisor: All student organizations are required to have an on-campus advisor who is employed as a full-time faculty/staff member at The University of North Carolina at Pembroke.

Section 2 Eligibility: The Dean of the Esther G. Maynor Honors College will remain the Advisor until the Dean delegates the authority to another Honors College Faculty member.

Article V: Amendments

Section 1: Amendments to the Constitution may be proposed by any member of the Honors College Student Council who are in good standing with the Honors College Student Council.

Section 2: After amendments are proposed to the Honors College Student Council, the members have until the next scheduled meeting to determine their vote. A three-fourths consensus of the members present and in good standing shall receive one vote taken through a secret ballot.

Article VI: Bylaws

Section 1: By-laws shall be created to dictate the structure and procedures of the organization. By-laws may be proposed by any member and must obtain a majority vote of the membership. No by-laws shall infringe on the authority of the constitution. Required by-laws, which shall be ratified annually include: Organizational Committees and Elections of Officers.

University of North Carolina at Pembroke Honors College Student Council Bylaws

Article I - Name and Purpose

Section 1: The name of this organization shall be: The Esther G. Maynor Honors College Student Council.

Section 2: The purpose of the Esther G. Maynor Honors College Student Council is to provide opportunities and address the needs of the Honors College students, to act as a liaison between the students of the Honors College and the Faculty Honors Council, and through the input of its students, provide the best experience possible for the members of the UNCP Honors College.

Article II – Membership

Section 1: Any UNCP Honors College Student may become a member of the Honors College Student Council. The Honors College Student Council will not discriminate on the basis of age, color, gender, disability status, height, marital status, national origin, political persuasion, race, religion, sexual orientation, veteran status, or weight. Only undergraduates in the Honors College are eligible to serve as officers and voting members.

Section 2: Undergraduate Honors College Students, both traditional and nontraditional, may become a member of the Honors College Student Council. Interested members are to fill out an application and submit to the Dean of the Honors College. In order to maintain eligibility, members must remain in good academic standing with the Honors College, obey the bylaws written herewithin, and by making a good faith effort to attend and participate in all meetings, both internal and with the Dean of the Honors College.

Subsection 1: In the case of the Freshman class the appointment of the Freshmen positions will occur within the first 30 days of the fall term in order to obtain Freshmen representation on the council.

Section 3: Selection of new members takes place as needed, but is not to exceed once per semester during the fall and spring semesters. Applicants will be expected to be available for meetings and special events, and will be made aware of each meeting time with at least one week prior notice.

Subsection 1: In the case there are not sufficient members interested in running for required officers, duties of positions may be combined temporarily.

Section 4: Once accepted, class representatives serve until graduation, resignation, dismissal, or loss of Honor status. All officers and members at large shall serve from their date of election until the next election at the end of the spring semester.

Section 5: A member may be considered in poor standing with the Honors College Student Council as described in the subsections below.

Subsection 1: Poor standing is defined by not participating in Honors College Student Council activities and/or meetings. If two meetings are missed, the Chair of the Honors College Student

Council will e-mail that member informing him or her that meetings are mandatory. Upon the third unexcused absence, the Chair of the Council will present before the other voting members of the Council a secret ballot vote of dismissal. A majority vote of the general body of the Council shall determine members' status with the organization.

Subsection 2: Once dismissed, the dismissee may not apply for re-instatement until the next selection of new members.

Subsection 3: If a member must miss a meeting, it is his or her responsibility to notify the secretary before the meeting that he or she has to miss the meeting or, in case of emergency, within 48 hours after meeting.

Subsection 4: Upon three excused absences, the Council, along with Honors advisors, has the right to review membership status within the Honors College Student Council.

Section 6: The council shall consist of elected officers and a maximum of two elected representatives from each class or cohort. There shall be two freshmen representatives, two sophomore representatives, two junior representatives, and two senior representatives. A maximum of three members at-large can be elected. These members do not have to belong to a particular class or cohort.

Subsection 1: If a situation arises in which a representative will be away from campus for an extended period of time and cannot fulfill their duties, an interim representative may be elected.

Article III: Officers

Section 1: Only members in good standing may nominate, be nominated, or vote for officer positions. Elections shall be by secret ballot and require a simple majority vote of current Honors College members. Elections shall be held in the final weeks of the spring semester. The term of office for all officers will be one full academic year. All officers shall serve from their date of election until the next election at the end of the spring semester. Should an officer find it necessary to leave office mid-year or mid-semester, a special election may be held to fill the vacated position by the next regularly scheduled meeting following the announcement of a vacancy.

Section 2: It is allowable to have co-officers upon approval of the group as a whole.

Section 3: The executive board of the Honors College Student Council shall consist of Chair, Vice Chair, Secretary, Treasurer, and Historian.

Subsection 1: The duties of the Chair of the Honors College Student Council shall be to serve as the primary contact between the Dean of the Honors College, the Council, and members of the Honors College, to preside at the meetings, to monitor all correspondence between the Honors College Student Council and other groups, and to check the Honors College Student Council forum and reply promptly to all postings.

Subsection 2: Vice Chair duties will include leading meetings and fulfilling other duties of the Chair when the Chair cannot be present or when the Chair cannot fulfill his/her duties. The Vice Chair will accompany and assist Chair in meetings with the Faculty Honors Council, the Honors College Faculty, and other entities on campus. The Vice Chair will manage all social media sites.

Subsection 3: The duties of the Secretary shall be to take meeting minutes, forward copies of the minutes to the members of the Honors College including the Honors College Executive Assistant, set meeting times with the Chair, send an e-mail reminder to members during the week before a meeting, and monitor attendance.

Subsection 4: The duties of the Treasurer are to manage the budget, keep an accurate record of all money received and disbursed, and raise money via fundraising or other opportunities (plan fundraising).

Subsection 5: The duties of the Historian shall include photographing events, collecting photos from Honors College members, creating slideshows and prints, and documenting the history of the Honors College Student Council in an appropriate manner.

Subsection 6: Powers bestowed upon these positions may be delegated to new offices should the need arise. If there is to be a new position, an amendment to the bylaws is necessary stating the name and duties of the new position.

Section 4: Officers failing to maintain membership in good standing or failing to fulfill the duties of office may be removed through the impeachment process as described below.

Subsection 1: Impeachment procedure is as follows: Impeachment proceedings may be initiated by any member of the organization. The charges shall be in written form and signed by not less than three fourths (3/4) of the organization. Exactly two (2) weeks after the delivery of the charges, the charged person shall meet with the full membership, the organization's advisor, and the Assistant Director for Student Involvement and Leadership (if requested) in presiding in a closed session and shall have the opportunity to respond to the charges. If the organization, by at least a three fourths (3/4) vote, finds the person in question guilty at the impeachment hearing, that person shall be removed from his/her office immediately and the vacancy shall be filled according to this Constitution and/or its bylaws.

Article IV: Election Process

Section 1 Elections shall be by secret ballot and require a simple majority vote of Honors College members. Officer elections shall be held the final weeks of the spring semester. Representative elections shall be held in the first weeks of the fall semester. Interested members are to fill out an application and submit to the Dean of the Honor's College.

Subsection 1: In the case of the freshmen class the appointment of the freshman position occur within the first 30 days of the fall term in order to obtain freshman representation on the council.

Section 2 Timeframe: Selection of new members takes place as needed, but is not to exceed once per semester during the fall and spring semesters. Applicants will be expected to be available for meetings and special events, and will be made aware of each meeting time with at least one week prior notice.

Section 3: Once accepted, Council members serve until graduation, resignation, dismissal, or loss of Honors status. For all council members, mid-term vacancies may be filled by special election or by appointment of the Dean of the Honors College.

Article V: Operating Procedures

Section 1: Meetings shall occur at least once a month at a location and time to be chosen by the secretary. All course schedules, job schedules and/or other time conflicts should be forwarded to the secretary in a timely manner.

Subsection 1: At least one member of the executive board must be present during any scheduled, official convening.

Subsection 2: At least two-thirds of members must be present at a scheduled meeting for any motions to be proposed or passed.

Subsection 3: Unscheduled meetings can be called and presided over only by the Chair. Two-Thirds of the members must be present at an unscheduled meeting for any motions to be proposed or passed.

Section 2: Each member of the Honors College Student Council has one vote in all general assembly matters.

Subsection 1: In the case of a tie, the votes of the members at large are null and void. There shall be a re-vote with only class representatives and officers.

Section 3: Committees may be formed as necessary to accomplish group goals.

Subsection 1: The Chair must commission committees and delegate the proper authority to them to accomplish the stated goal.

Subsection 2: Committees will be dissolved at either the completion of their commission or at the discretion of the Chair.

Article VI: Finances

Section 1: Funds will be kept in an on-campus account.

Section 2: In the event the Honors College Student Council dissolves and/or is no longer an active organization with representation at the university, any on campus funds will be diverted to The Esther G. Maynor Honors College if no other stipulations for the funds have been set forth in these constitution and bylaws.

Article VII: Amendments and Bylaws

Section 1: Amendments to the Constitution may be proposed by any member of the Honors College Student Council who is in good standing with the Honors College Student Council.

Section 2: After amendments are proposed to the Honors College Student Council, the members have until the next scheduled meeting to determine their vote. The members present and in good standing shall submit one vote taken through a secret ballot.

Section 3: Amendments to the bylaws or any daily working procedures of the Honors College Student Council requires a three-fourths consensus.