

Western New England University
Springfield, MA 01119

GOLDEN BEAR COMMUTER COUNCIL

Section 1. There shall be two types of meetings:

Regular
Special

Section 2. All meetings will be held as provided for in the By-laws.

ARTICLE VI
(REQUIRED)

DISCRIMINATION POLICY

ARTICLE IX
(REQUIRED)

AMENDMENTS

- Section 1. Amendments to this Constitution shall require a two-thirds (2/3) majority vote of those voting at a meeting at which a quorum is present.
- Section 2. Proposed amendments to the Constitution shall be distributed, in writing, to all active members in the organization, the Student Senate and the University Administration at least two (2) weeks prior to the meeting (Section 1, above) at which it will be discussed.
- Section 3. All amendments to the Constitution and the By-laws must be approved by the Student Senate and the University Administration before becoming effective.

ARTICLE X

BY-LAWS

This organization will adhere to a set of By-laws, which will be its governing document, when not in conflict with this Constitution or Western New England University policy.

Section 4. Officers shall be elected at a meeting called by the Presidents before April 15th, in accordance with the following procedures:

- A. Nominations shall be made from the floor.
- B. Balloting shall be secret.
- C. The candidate will be voted upon in the following order:

President
Vice President
Secretary
Treasurer

- D. Any individual gaining a plurality at such elections shall be declared elected.
- E. The ballot shall be counted by persons selected by the presiding officer.
- F. The presiding officer shall be the President except that, in his/her absence, the presiding officer will be the officer listed next in descending order in Article III of the Constitution.
- G. Voting by proxy is forbidden

Section 5. Notice must be given to all active members at least three days prior to each meeting. Sufficient notification of all meetings shall be considered to have been given when notice of the meeting is posted on the main Campus bulletin boards, specifically within the Campus Center.

Section 6. All meetings shall be conducted according to parliamentary procedure as outlined in the By-laws of Order except as provided for on the By-laws.

Section 7. Quorum: One half (1/2) of the active members shall constitute a quorum authorized to transact and business usually presented at any meeting. Voting shall be restricted to those active members present at any regular or special meeting.

ARTICLE III

OFFICERS

Section 1. - - from April 1 of the year in which they are elected to March 31 of the following year.

Section 2. Any vacancy in any elected officer shall be filled by a plurality vote of the active members present at a regular or special meeting

Vice President will automatically assume the duties of the President elected. Should a situation arise where there is a vacancy in both the

positions, the vacancies will be filled by the electoral process as outlined in Article II, Section 4 of these By-laws.

Section 3. All officers will have at the time of taking office and maintain a minimum of a 2.3 GPA.

Section 4. The powers and duties of the President shall be as follows:

- A. Presides over all meetings.

- B. Appoint all standing committee Chairpersons, subject to approval of the membership and in accordance with Article IV, Section 1 of these By-laws.
- C. Call special meetings in accordance with Article II of these By-laws.
- D. The President shall have the power and responsibility for the execution of all provisions of the Constitution and By-laws, in addition to all activities of the organization.
- E. Appoint all special committees.
- F. Perform such other duties as may be required by the membership.

Section 5. The powers and duties of the Vice President shall be as follows:

- A. To act as presiding officer in the absence of the President.
- B. Serve ex-officio on all committees, standing and special.
- C. Perform such other duties as may be required by the membership.

Section 6. The powers and duties of the Secretary shall be as follows:

- A. To record accurately and keep in permanent form the minutes of all meetings and distributing a copy of such to the Office of Student Activities and Leadership Development of the University.
- B. To notify members of all regular and special meetings.
- C. To perform such other secretarial duties as would normally be required.

Section 7. The powers and duties of the Treasurer shall be as follows:

- A. To verify and arrange for payment of all vouchers of expenditures which have had previous approval of the membership as provided in Article V, Section of these By-laws.
- B. To see that all monies of the organization are deposited and dispersed through the office of the Office of Student Activities and Leadership Development and that a budget be submitted to the Student Senate when the latter requires one.
- C. To file a complete report of the financial condition of the organization not less than twice a year with the Office of Students Activities and Leadership Development and provide such more frequent reports to the Office of Student Activities and Leadership Development as may seem necessary or when requested.
- D. To serve ex-officio on all standing and special committees where allotted funds are involved.
- E. Perform other duties as required.

ARTICLE IV

COMITTEES

Section 1. The following shall be standing committees of the organization: No committees have yet been assigned.

Section 2. Special Committees shall be automatically dissolved after the function, in which they were created for, is completed.

ARTICLE V

FINANCES

- Section 1. Appropriations: No appropriation of funds shall be made without prior approval of the active membership. Such approvals will be considered given and authorized if, at a regular or special meeting, a majority of the active members present vote in favor of the appropriation. If there are any questions, please check the scheduled audits with the Finance Committee of Student Senate.
- Section 2. The Treasurer shall arrange for payments, in accordance with Article III, Section 6 of these By-laws, of all duly authorized (see Section 1, above) expenses incurred in the conduct of the organization operation out of such appropriations as shall have been provided for in accordance with Section 1 of this article.
- Section 3. The organization shall submit to the University, through the Finance Committee of Student Senate, periodic detailed statements of its financial condition as provided in the By-laws.
- Section 4. All expenditures for appropriations shall be vouchered.
- Section 5. All vouchers must be countersigned by both the President and the Treasurer before being submitted for payment.

ARTICLE VI

FACULTY/STAFF ADVISOR

- Section 1. The University faculty or staff advisor shall be notified of all meetings.
- Section 2. The advisor shall have no voting rights but shall be consulted on all matters in which University policy is involved and shall be kept informed on all business.
- Section 3. All recommendations of the advisor shall receive the consideration of the members.

ARTICLE VII

ADMINISTRATIVE RESPONSIBILITIES

- Section 1. Except as otherwise provided by the Constitution and By-laws, no officer, committee, or member shall assume to represent the organization or a committee thereof in any manner whatsoever unless authorized to do so by majority vote of the active membership present at any regular or special meeting.

Section 2. No report, recommendation, or other action of a committee shall be considered