BYLAWS FOR STUDENT CHAPTERS

STUDENT CHAPTER:
SOCIETY FOR ADVANCEMENT OF CHICANOS AND NATIVE AMERICANS IN SCIENCE

ARTICLE I
NAME OF ORGANIZATION:

Texas A&M University SACNAS Student Chapter
TAMU SACNAS

ARTICLE II
PURPOSE/OBJECTIVE

1. To further the work of, to improve the effectiveness of, and to enhance the public understanding of and appreciation for Chicanos, Latinos, Native Americans, Alaska Natives, Native Hawaiians, and other underrepresented minorities in science.

2. To cooperate with other individuals, organizations, clubs, and other groups whose purposes include the achievement of public understanding for Chicanos, Latinos, Native Americans, Alaska Natives, Native Hawaiians and other underrepresented minorities in the sciences.

3. To promote student recruitment and retention of Chicanos, Latinos, Native Americans, Alaska Natives, Native Hawaiians and other underrepresented minorities in science at Texas A&M University.

4. To provide a forum for students from different science majors and science related majors to come together for academic, community service and social activities at Texas A&M University.

ARTICLE III
AFFILIATION

This organization will be an affiliated chapter of the Society for the Advancement of Chicanos and Native Americans in Science (SACNAS). This chapter reserves the right to create and adopt its own by-laws, rules and procedures within the context of the SACNAS by-laws and the rules and regulations of Texas A&M University.

ARTICLE IV
MEMBERSHIP

No person shall be denied membership because of major, ethnicity, gender, religion, economic background and / or sexual orientation. Membership shall be open to currently enrolled students, faculty, and staff at Texas A&M University. Membership shall be open to enrolled students of neighboring community college(s).
ARTICLE V
GOVERNING BODY: OFFICERS

Section 1. Officers

President
Initiates and presides over meetings. Oversees all group activities, coordinates the record keeping of them, and assists in leadership development of membership.

Vice President
Assumes presidential responsibilities in the absence of the president, develops and coordinates outreach activities.

Secretary
Maintains accurate attendance, membership records and keeps minutes. Also responsible for uploading the minutes to the chapter webpage, reporting member’s participation level twice a year and reminding via e-mail about upcoming chapter events.

Treasurer
Maintains and manages finances and keeps accurate financial records. Prepares and implements chapter budget.

National Liaison
Primary contact with the SACNAS national office: submits chapter annual report and conducts communication with the national office; reports chapter information such as changes to by-laws, board members and contact information to national office; keeps current with literature and report current events from national office and coordinates all activities involving national organization such as the annual SACNAS national conference.

Committee Leaders
In order to engage chapter members, these positions are open for people that want to help with specific activities throughout the academic year. They will be in charge of coordinating a variety of events as needed by the chapter. They may also be nominated and appointed by the chapter.

Section 2. Nominations:

1. Individuals may be nominated for more than one office, but may fill only one position. The chapter members should strive for equal representation of undergraduate and graduate students.
2. Individuals seeking nomination must be active chapter members.
3. Secretary shall record nominations and make available to the membership properly written ballots for election.
4. Nominations shall be held one month prior to the last meeting of the academic year.
Section 3. Elections/Voting:

1. Elections shall be held at the last meeting of the academic year.
2. All active members are eligible to vote.
3. Voting shall be conducted as a secret ballot and tally shall be conducted in the absence of the said candidates.
4. Ballots shall be tallied by the current secretary and two members appointed by the president.
5. In the event that there is not a majority vote, the top two candidates will hold a run-off election.
6. Officer terms shall be one academic year.
7. Re-election can occur for a maximum of 2 non-consecutive years for the same office.

ARTICLE VI
CHAPTER ADVISOR

The chapter shall have an advisor who shall be a faculty member from Texas A&M University, College Station, and shall have the following expectations and responsibilities:

1. Expectations.

   A. The advisor will regularly attend executive and general meetings and should be available for consultation outside of those meetings.
   B. The advisor shall be willing to obtain an appropriate level of experience, resource information and knowledge related to the mission, purpose and activities of the TAMU SACNAS chapter.
   C. The advisor shall assist the chapter with the development of goals and objectives for the academic year. The advisor also shall assist the chapter with event planning and facilitation.
   D. When necessary, the advisor shall be willing to attend events as identified through the planning process.
   E. The advisor shall be aware of the University Student Rules and shall assist the chapter with adherence to these expectations.

2. Replacement.

If for any reason the advisor is no longer willing and / or able to fulfill the responsibilities, he/she will formally communicate this to the student organization executive Board and the Department of student activities in writing. The chapter will then determine the appropriate course of action for replacing the advisor.
ARTICLE VII
OFFICER GPR REQUIREMENTS
The officers of this organization must meet the following requirements:

1. Have a minimum grade point ratio (GPR) as stated below and meet the minimum GPR in the semester immediately prior to the election/appointment, the semester of election/appointment and semesters during the term of the office.

   A. For **undergraduate students**, the minimum GPR is **2.75**. In order for this provision to be met, at least six hours (half-time credits) must have been taken for the semester under consideration. In one limited circumstance, summer semester hours may be applied to this provision. In order for summer coursework to qualify toward a GPR prior to election/appointment, at least six credit hours must have been taken during the course of either the full or two summer session(s).

   B. For **graduate level students**, the minimum GPR is **3.00**. In order for this provision to be met, at least four hours (half-time credits) must have been taken for the semester under consideration. In one limited circumstance, summer semester hours may be applied to this provision. In order for summer coursework to qualify toward a GPR prior to election/appointment, at least four credit hours must have been taken during the course of either the full or two summer session(s) unless fewer credits are required as they complete the final stages of their degree.

2. Be in good standing with the university and enrolled:

   A. At least half time (six or more credit hours), if an undergraduate student (unless fewer credits are required to graduate in the spring and fall semesters) during the term of the office.

   B. At least half time (four or more credit hours), if a graduate student (unless fewer credits are required in the final stages of their degree as defined by the continuous registration requirement) during their term of office.

3. If a student fails to maintain the requirements as prescribed in 1 and 2 of the current article, he or she should resign his/her position.

ARTICLE VIII
QUORUM, MEETINGS
Section 1. Quorum:
1. A quorum must consist of at least fifty percent of all membership and a majority of the officers.

Section 2. General Meetings:
1. All members are encouraged to attend regular meetings. Consistent failure to attend meetings may result in suspended voting rights.

2. Meeting Agendas shall be prepared by the president and secretary.

Section 3. Member’s Participation:
1. Member’s participation should be recorded each academic year. The way it should be evaluated may be open to discussion and voted by chapter members at the beginning of the academic year.

ARTICLE IX
FINANCE
1. The treasurer and president shall be responsible for preparing a budget every academic year.

2. All distributions of funds shall be approved by the president and treasurer.

3. All monies belonging to this organization shall be deposited and disbursed through a bank account established for this organization at the Student Organization Finance Center and/or the Fiscal Office. All funds must be deposited within 24 hours after collection. The advisor to this organization must approve and sign each expense before payment.

4. Dues Fee should be revised and voted by the chapter at the end of each academic year so that they become effective for the following period.

ARTICLE X
RESIGNATIONS AND REMOVALS
Section 1. Resignations:
1. An officer may resign from office at any time, by giving written notice to the president or vice president. The written notice of resignation must be received and acknowledged by the governing body of officers.

2. During a meeting when a resignation is presented, nominations will be taken to fill the vacancy and voting procedures will be conducted as stated in Article V with the exception of Section 3.1.
3. A member may resign at any time by giving written notice or by verbal communication to the president.

Section 2. Removals:
1. Shall any member have knowledge that an officer is not fulfilling his/her duties or that an officer has acted or participated in activities that violate the mission of the chapter, he/she may call a meeting to explore charges.

2. There shall be a written “notice to the violated” produced and presented with charged individual.

3. The charged individual shall be given the opportunity for rebuttal at the meeting.

4. A two-thirds vote, excluding the officer under investigation, is needed for a removal and should be conducted at the following scheduled meeting.

5. Upon removal of an officer, nominations for a replacement shall proceed as indicated in Article V.

ARTICLE XI
AMENDMENTS

Section 1. Revision
The by-laws shall be revised annually and the amendments shall be proposed by any active chapter member. The by-laws shall also be submitted to Texas A&M Student activities for their annual review.

Section 2. Approval
The amendments shall be submitted to all voting members and shall be approved by two thirds of active chapter members present at the meeting.

Section 3. Effect
The amendments shall be in effect and communicated to the members of SACNAS within the first thirty days after the amendments have been approved.
By-laws

SACNAS-TAMU Chapter

v. 2012

_____________________________________
Advisor                                   date                       SACNAS Executive Director

_____________________________________
President                                date                       Approval Date

__________________________________
Secretary                                date

__________________________________
Treasurer                                date