

Planet Bearkat Constitution

ARTICLE I: ORGANIZATION NAME:

The name of this organization will be Planet Bearkat.

ARTICLE II: PURPOSE AND GOALS

SECTION I: The purpose of Planet Bearkat shall be to educate the world about Bearkats.

SECTION II: The goal of our student organization is to foster a sense of school pride in students by sharing the knowledge of our school and study body through various meetings and programs.

ARTICLE III: MEMBERSHIP

SECTION I: ELIGIBILITY STANDARDS, AND REQUIREMENTS

Membership in Planet Bearkat shall be open to any and all student, faculty, and staff at Sam Houston State University. Planet Bearkat will adhere to Section 3.3 of the [SHSU Student Guidelines](#). Active membership shall be determined by having an interest in being a Bearkat and the students who attend SHSU.

SECTION II: EXECUTIVE BOARD POSITIONS

All elected positions should be in good academic standing with Sam Houston State University and maintain above a 2.0 GPA.

President – The President shall have the power to establish and maintain operation procedures of the student organization, call meetings, and answer for all actions of the other officers. The President shall be able to vote in all decisions affecting the club.

Vice President – The Vice President shall assist the President with all administrative duties and assume those duties in the absence of the President.

Secretary – The Secretary shall keep accurate and detailed records of all meetings and affairs, send/transmit all official Planet Bearkat correspondence, and coordinate preparation and distribution of club flyers, handouts, and publications.

Treasurer – The Treasurer shall receive and distribute Planet Bearkat funds upon the authorization of the President, in accordance with the financial rules and regulations of Sam Houston State University and the laws of the State of Texas. The Treasurer will make financial reports at all Executive Board meetings, and at the General Body meetings of Planet Bearkat and the organization’s fundraising activities.

SECTION III: ADVISOR EXPECTATIONS

The Advisor will serve as a mentor to Planet Bearkat and work closely with the Executive Board to oversee the functions of the organization. The Advisor will oversee the transition of the Executive Board when the time comes for elections and will serve as a voting member in all disciplinary procedures and constitution amendments.

SECTION IV: COMMITTEES

The only committee of Planet Bearkat shall be the Executive Board.

SECTION V: ELECTIONS

The Executive Board shall be elected by the members of Planet Bearkat to serve a term of one year. Elections shall be held at the first General Body meeting of the semester. The Executive Board shall be elected by secret ballot. The term of office for all positions shall begin upon completion of finals and end on the same day of the following year.

Nominations of candidates for Planet Bearkat Executive Board positions shall be nominated from the floor of the meeting by any member. Nominees for officer positions must be Planet Bearkat members.

Voting shall take place after the close of nominations for each position. Executive Board members shall be elected by a majority vote of those member present, provided quorum is met. (See Article IV, Section III.)

SECTION VI: DISCIPLINARY PROCEDURES

Any member may be removed from membership for violation of the purposes of the organization by a two-third vote of the membership. All members must be notified of this pending action at least one week prior to the removal decision. Written charges by a member are to be presented to the Executive Board, who will notify the member in question with sufficient opportunity given for the member to answer charges at a meeting of the membership. Voting for removal from membership is to be done by secret ballot. The member in question must be notified immediately of the outcome of the vote.

ARTICLE IV: MEETINGS

SECTION I: TIME FRAME

General Body meetings shall be held twice a month, with additional meetings called by the President, as needed. Notice of additional meetings must be given to all club members in the timeliest manner possible, usually no less than one week out. The official means of notifying members shall be agreed upon at the first meeting held after the election of the President.

General Body meetings will last one hour.

Official notice of the meeting at which the election of officers will take place must be provided to all members no less than two weeks prior to such meeting.

Executive Board meetings shall occur when called by the President, meeting the same time requirements as General Body meetings.

SECTION II: STRUCTURE

Meetings shall be conducted using Robert's Rules of Order.

SECTION III: QUORUM

Meeting quorum shall be defined as fifty percent (50%) plus one of the total of the General Body. Quorum is needed for official votes to take place.

ARTICLE V: FINANCIAL PROCEDURES

SECTION I: DUES

Dues shall be charged for membership in Planet Bearkat. The amount of dues charged each year shall be determined at the first meeting of the fall semester. Yearly membership will expire on the first day of the fall semester. Membership dues can be paid during any meeting of the fall semester and shall be collected by the Treasurer.

SECTION II: FUNDRAISERS

Planet Bearkat shall, as it deems necessary, undertake fundraisers for its own purposes. All fundraising shall be conducted in accordance with Sam Houston State University policies.

ARTICLE VI: RISK MANAGEMENT

Planet Bearkat will adhere to the [Risk Management Guidelines](#) outlined in the SHSU Student Guidelines for organizational practice.

ARTICLE VII: AMENDMENTS AND ANNUAL REVIEW

SECTION I: AMENDMENTS

Amendments to this constitution shall be adopted by a two-thirds vote of the General Body (including the Advisor).

SECTION II: ANNUAL REVIEW

This constitution is subject to annual reviews by a representative of the Department of Leadership Initiatives at Sam Houston State University.