

TEXAS JUNIOR COLLEGE STUDENT GOVERNMENT ASSOCIATION

BYLAWS

ARTICLE I – MEMBERSHIP

Sec. 1 Active membership is granted to eligible colleges as set forth in Article III of the TJCSGA Constitution. Membership dues shall be \$250 per year and must be submitted to the Treasurer school no later than the deadline established by the TJCSGA Constitution.

Sec. 2 Honorary membership may be bestowed on individuals who have performed distinguished service for the Association.

- A. Nominees will be recommended by the Executive Board and approved by the General Assembly.
- B. A list of TJCSGA Honorary members, along with their dates of induction and offices held, if any, will be maintained by the secretary school.
 1. This list will be provided in the TJCSGA website to be distributed at the State Convention.

Sec. 3 Executive membership will be granted to duly elected officer schools of the TJCSGA and to the State Advisor and State Advisor-Elect.

- A. Candidates for state office must have been active in the Association for the year prior to their candidacy (e.g., a school may not join and assume office the same year).
- B. Officer Schools will designate the individual they choose to represent them on the Executive Board. Designated students for each candidate school must present during the Nominations Committee Workshop at the State Convention. Each officer school representative shall act autonomously at the state and region conventions. Delegates from the TJCSGA President School shall retain the right to vote on all business before the TJCSGA General Assembly.

Sec. 4 Alumni membership is open to individuals who are former members of TJCSGA member college SGAs. Rights and privileges of membership shall be set forth in the TJCSGA Constitution. Membership dues are \$25 per individual, and must be forwarded to the Treasurer school along with the names and addresses of members by the qualifying college no later than 1 year after the Summer Executive meeting.

ARTICLE II – OFFICERS

Sec. 1 The officers of the Association shall consist of the member colleges elected to the seven offices listed in Article IV of the TJCSGA constitution and the individuals chosen as State Advisor and State Advisor-Elect.

Sec. 2 The election of officers shall be conducted at the final General Assembly of the State Convention. Votes will be counted by the Judicial Committee and verified by the State Advisor before being announced.

- A. A majority vote is required for election. No announcement of results may be made until all voting has been conducted. Upon certification by the Judicial Committee and State Advisor and announcement by the President, all results are final, even if the absence of a majority vote should later be discovered.

- B. In the event of a vacancy, the office of State Advisor-Elect shall be appointed by the Advisors' Association and ratified by the Assembly prior to the election of officers. Should the individual serving as State Advisor no longer be affiliated with a member school, the State Advisor-Elect shall assume the office of State Advisor. The President in consultation with the President of the Advisors Association shall appoint the State Advisor-Elect Pro-Tem. Should the State Advisor-Elect no longer be affiliated with a member school, a State Advisor-Elect shall be appointed. The State Advisor-Elect Pro-Tem shall be granted preference in appointment to the office of State Advisor-Elect at the subsequent State Convention. If both the state advisor and state advisor elect positions have been vacated, the President in conjunction with the President of the Advisor Association will elect new officers.
- C. Newly elected officers shall take the following oath immediately after their election. The oath shall be administered by the State Advisor to the designated representatives of elected schools and the new State Advisor- Elect:

"I, (state name), do hereby affirm that (name of school) will faithfully execute the duties of the office to which we have been elected. We will to the best of our ability preserve, protect, and defend the TJCSGA Constitution, and will strive through all of our actions to uphold and further the principles for which it was written."

Sec. 3 Officers of the Association shall be responsible for the duties listed in Article IV, Sect. 3 of the TJCSGA Constitution.

- A. The Executive Board may, by majority vote, compel the completion of certain duties by a set date.
- B. In the failure of an officer school to meet obligations, allegations may be filed with the Judicial Committee on behalf of the Executive Board. If the Judicial Committee substantiates these allegations, the offending school is disqualified from holding office for the following year.

ARTICLE III – RECORDS

Sec. 1 The fiscal/record year of the Association shall run from September 1st until August 30th of the following year.

Sec. 2 The following records will be maintained and updated at least yearly:

- A. Convention Records
 - 1. Minutes and Agenda from the State Convention
 - 2. Campaign Guidelines
 - 3. Competition Guidelines
 - 4. Committee Reports
 - 5. Voting and Roll Call Records
 - 6. Competition Entries (Essays, Student of the Year, Chapter of the Year)
 - 7. Region Convention Information
 - 8. Intent to Run for Office

B. Other Records

1. TJCSGA Constitution and Bylaws
2. Judicial Policy
3. Minutes and Agenda from the Executive Board meetings
4. Roster of Active Members (current dues paid)
5. Treasurer's Reports
6. Region Constitutions
7. Honorary Members and Nominations for Honorary Membership
8. Constitutional Amendments
9. Resolutions
10. Correspondence
11. Legend Award

Sec. 3 Outgoing officers have until Summer Executive Meeting to present a completed set of records and reports to the State Advisor and to the new officers. Failure to do so will result in disqualification from office for the next election, at the discretion of the Executive Board. Secretary school must complete the minutes on the last day of state convention and submit to the newly elected secretary school.

Sec. 4 There shall be a central depository for all records of the TJCSGA, to be located on the internet.

Sec. 5 Any member may petition the Secretary to review Association records at any time during the year.

Sec. 6 The Secretary and State Advisor shall work in conjunction with the Parliamentarian to update and revise the TJCSGA Student Uniformity Book, to be distributed by the Parliamentarian school by December 1st of each year.

ARTICLE IV – CONVENTION

Sec. 1 There shall be an Annual Convention of the Association to be held in March or April of each year.

Sec. 2 The TJCSGA state advisor brings a negotiated contract to the executive board and they shall have the authority to determine the location of the annual convention.

Sec. 3 In odd-numbered years, TJCSGA recommends that community colleges in TJCSGA participate in Community College Day in Austin.

Sec. 4 In even-numbered years, TJCSGA recommends that community colleges participate in Legislator Day at their own campuses or in conjunction with neighboring schools.

ARTICLE V – VOTING

Sec. 1 When necessary, votes may be conducted between State Convention. Votes may be conducted by mail, fax, phone call, video call, or by any Robert's rules permitted provided the following information is included:

- A. The complete text of the motion or resolution;
- B. The names of the maker of the motion and the member seconding it (or author and supporter)
- C. The school sponsoring the motion or resolution;
- D. The date by which the vote must be returned;
- E. A place for the signature of the Student Government President and number of votes

yea and nay.

Sec. 2 Propositions to be voted on must be submitted to, distributed by, and reported by the TJCSGA President.

Sec. 3 Votes must be completed and reported within three weeks of the proposition's receipt by the President School.

Sec. 4 Mail votes will only be considered valid if more than ½ of current members return completed votes.

ARTICLE VI – AMENDMENT

These bylaws may be amended at any regular or called meeting of the Association by a simple majority vote with at least 30 days' previous notice or a 2/3 vote without previous notice. They may also be amended by a 2/3 vote of the Executive Board, and such amendments will be in effect until they are ratified or rejected by the General Assembly at the next State Convention.

ARTICLE VII – RATIFICATION

These bylaws shall become the governing document of the TJCSGA, in conjunction with the TJCSGA Constitution, when ratified by a majority vote of the General Assembly at the TJCSGA State Convention.