

By –Laws of the Presidents’ Council

Article 1 Mission Statement

SECTION 1: The Presidents’ Council shall serve as a leadership development forum for the various student leaders at LSSU.

SECTION 2: The Presidents’ Council shall encourage the exchange of ideas for the advancement of the student body.

SECTION 3: The Presidents’ Council shall be responsible for the recognition and de-recognition of all student groups.

SECTION 4: The Presidents’ Council shall be responsible for allocating requested funding to all recognized student organizations

SECTION 5: The Presidents’ Council shall increase the scheduling compatibility of related organizational events and create a strong support structure for continuing communication amongst all student organizations.

SECTION 6: The Presidents’ Council shall encourage cooperation and mutual respect amongst the diverse student cultures, academic alliances and group interests.

Article II Composition

SECTION 1: The Presidents’ Council shall consist of the president, chairs, facilitators, or directors of all recognized student organizations.

SECTION 2: Full member organizations shall be those that have met all standards for recognition by the Presidents’ Council. These organizations have full voting rights and may serve in officer or committee positions.

SECTION 3: Associate member organizations shall be those that are waiting to be granted Full membership into the Presidents’ Council. These organizations may vote but may not serve in officer or committee positions.

SECTION 4: Non- voting members of the Presidents’ Council shall include the President of the Student Government, the President of the Inter-Greek Council, the Director of Activities Board, the chief Justice of the Student Assembly, the Managing Editor of the Compass, and the Station Manager of WLSO. The Chair of Presidents’ Council shall have the privilege to invite other to sit as non-voting members. Non-voting member shall not hold officer or committee positions.

Article III Procedures

SECTION 1: Meetings

- 1.1 General meetings of the Presidents’ Council shall be conducted no less than one per month and no more than once per week.

- 1.2 Special meetings of the Presidents' Council may be called by the Chair of Presidents' Council. A minimum of 48 hours notice shall required for calling of a special meeting
- 1.3 The meetings of the Presidents' Councils shall be conducted in accordance with Robert's Rules of Order, revised, these by-laws, the Constitution of the Students, University Policies, and any applicable laws.
- 1.4 A quorum shall be present to conduct business of the Presidents' Council and shall consist of a two-thirds (2/3) majority of the voting members.
- 1.5 All voting members of the Presidents' Council shall have one (1) vote per issue. Voting members shall not serve as a representative for two or more clubs, either as President or appointed proxy.

SECTION 2: Attendance

2.1 All members are expected to attend all meetings. Voting members with more than two absences shall be referred to the Standards Committee of the Presidents' Council and may lose voting privileges for the remainder of the semester.

2.2 Each organization shall be allowed a proxy member to serve in place of their president twice per semester. More than twice shall require the approval of the Standards Committee. Permanent proxy request must be submitted in writing and verified by the Standard Committee.

2.3 Proxy members shall be active members in the club or organization that they shall represent.

2.4 In the event that a president is serving in another position of responsibility within the assembly, that organization shall be allowed a proxy member to sit on the Presidents' Council for the balance of the member president's term of office.

SECTION 3: Recognition of Student Organizations

3.1 Associate Recognition

(a) Student organizations applying for recognition shall submit to the Standards Committee a petition containing the signatures of all members and the organizations advisor. The petition shall include the purpose and goals of the organization.

(b) New Greek student organizations shall petition the IGC for recommendation prior to recognition by the Presidents' Council.

(c) Upon review of the petition, the Standards Committee shall either recommend or not recommend associate membership for the organization to the Presidents' Council.

(d) Associate membership shall be granted to an organization by a two-thirds(2/3) majority vote of the Presidents' Council.

(e) Associate membership shall be for a period of at least ten(10) weeks of a regular academic semester.

(f) Once the associate member has met the standards for recognition and has completed the minimum associate period, full membership may be granted by a two-thirds(2/3) vote of the Presidents' Council.

(g) In the every that the regular academic year ends before the minimum ten week associate period is completed, the Standards Committee may recommend waiving the required period provided that the organization has met all other Presidents' Council standards and has completes at least six (6) weeks of the associate period. A three-fourth (3/4) majority of the Presidents' Council is required to waive the associate period.

(h) Associate members shall not be eligible to serve as officers or on committees.

(i) Appeals resulting from non-recognition shall be directed to the Judiciary Board.

3.2 Full Recognition

(a) All student organizations shall have a minimum membership of five (5) currently enrolled students of LSSU. All student organizations shall submit a membership roster to the Standards Committee at the beginning of the academic year.

(b) All student organizations shall have a constitution, by-laws, or set of procedures for operation. These procedures shall be submitted and are subject to review by the Standards Committee.

(c) All student organizations shall have a stated purpose and shall demonstrate how the organization contributes to the students and the University.

(d) All student organizations shall have an advisor who is a member of the faculty/staff of LSSU.

(e) All student organizations shall hold regular meetings

(f) All student organizations presidents shall attend Presidents' Council meetings unless a permanent proxy has been appointed and approved.

(g) Student organizations shall not violate and Presidents' Council, or University policies.

(h) The IGC shall have the privilege to require further standards for the recognition of Greek student organizations.

3.3 Probation/De-recognition

(a) The Standards Committee may place an organization on probation at any time that they are in violation of the Presidents' Council standards. An organization on probation shall have two(2) months to complete with the recommendation of Standards Committee.

(b) Any organization on probation shall lose voting right and shall not be allowed to petition or receive funding from the Presidents' Council de-recognition of any organization that has been on probation for a period exceeding two (2) months. An organization on probation for nonattendance may be subject to de-recognition immediately upon further absence.

(c) The standards committee may recommend to the President Council de-recognition of any organization that has been on probation for a period exceeding two (2) months. An organization of probation for nonattendance may be subject to de-recognition immediately upon further absence.

(d) De-recognition of a student organization shall require a three-fourth (3/4) majority vote of the Presidents' Council.

(e) Probation appeals may be represented in writing to the chair of the Presidents' Council at any time prior to a de-recognition vote. The chair shall then make recommendation to the Presidents' Council regarding the appeal. A three-fourth(3/4) majority vote of the Presidents' Council shall be required to override the decision of the Standards committee.

(f) Student organization wishing to disband shall submit to the standards committee a petition containing the signatures of all members, the organization's advisor, and the organizations reason for disbanding.

(g) Previously recognized organizations that fail to attend the first four Presidents' Council meetings of the academic year shall automatically be de-recognized. This action requires no vote by the Presidents' Council.

(h) Appeals resulting from de-recognition shall be directed to the Judiciary Board.

Section 4: Funding of Student Organizations

4.1 Funding procedures

(a) The Operational budget of the Presidents' Council shall not exceed ten percent (10%) of the budget of the Presidents Council.

(b) Student organizations requesting funds shall submit to the finance committee a detailed application for funding at least one week prior to the Finance Committee meeting at which the request is to be discussed. A detailed statement of expenses must be produced and attached with the application, if receipts are available prior to the event.

(c) The finance committee shall review applications to determine if all requirements for funding have been met.

(d) Upon review the finance committee shall recommend a funding amount to the Presidents' Council. The Finance Committee may recommend up to sixty percent(60%) of the total projected need; not to exceed one thousand dollars (\$1000) in the case of full members,or one hundred dollars(\$100) for associate members.

(e) The Presidents' council shall approve funding recommendations for organizations with a simple majority vote. The recommended amount may be amended by a two-thirds (2/3) majority vote, such amendment is not limited by the above restrictions.

(f) Appeals of Finance Committee decisions may be presented in writing to the chair of the Presidents' Council prior to the funding approval vote. The chair shall then make a recommendation to the Presidents' Council regarding the appeal.

(g) Members must turn in excess funds, itemized receipts, and/ or follow up no later than fourteen (14) days after the date of the event for which funds were requested. Necessity of a ruling regarding delinquency will be handled by the Standards committee.

(h) Should any organization fail to repay funds owed to the Presidents' Council after a probationer period of one (1) semester, the organization may not result at the discretion of the Standards Committee, and the Presidents' Council.

4.2 Funding standards

(a) The organization requesting funds must be recognized members of the Presidents' Council and shall not be under disciplinary probation or other sanction.

(b) Funds may not be used for: alcohol, clothing, food.

(c) Funds cannot pay for faculty or non-student expenses.

(d) Organizations showing evidence of independent fundraising shall be looked upon more favorably.

(e) Highest priority will be placed upon events taking place in the current academic year.

(f) Requests in excess of one hundred dollars (\$100) must be presented in person by a member of the club or organization at the Finance Committee meeting.

(g) Members who fail to comply with the stipulations of the Finance Committee and the Presidents' Council shall pay back in full the amount received from the Presidents' Council and be placed on probation for a period one (1) semester, or the remainder of the semester should the offense occur in the interim of the semester.

Article IV Officers

SECTION 1: Filling of Positions

- 1.1 The chair of Presidents' Council, Chair Pro-Tempore, Chair of the Standards Committee, and Chair of the Finance Committee shall be chosen from the Full Membership at the first general meeting of the regular academic year by a nomination/election process and a simple majority approval.
- 1.2 The Operational Manager shall be appointed by the Chair on the approval of the Presidents' Council
- 1.3 The Chair of the Presidents' Council shall have and maintain a minimum grade point average of 2.5 on a 4.0 scale.
- 1.4 The Chair Pro-tempore, the Chair of Standard Committee, the Chair of the Finance Committee and the Operational manager shall have and maintain a minimum grade point average of 2.25 on a 4.0 scale.
- 1.5 No member (that holds office⁰ within another governing body of the student Assembly may serve as chair of the Presidents' Council or any of its subsidiary bodies. This limitation shall include the positions of Operational Manager, and Chair Pro- Tempore.
- 1.6 The Chairs of the Presidents' Council, the Standards Committee, and the Finance Committee shall not serve on any other (subsidiary body⁰ of the Presidents' Council.
- 1.7 All officers of the Presidents' Council shall be allowed permanent proxy members from their organizations to serve as full members of the Presidents' Council during the officers' term.

SECTION 2: Duties of the Chair of the Presidents' Council

2.1 To act as a liaison between the Presidents' Council and the University faculty and staff, as well as the Student assembly and its constituent organizations.

2.2 To call meetings to order and preside over them.

2.3 To call special meetings of the Presidents' Council as necessary.

2.4 To act as parliamentarian at all Presidents' Council meetings and rule on points of order.

2.5 To appoint an Operational Manager for the Presidents' Council.

2.6 To form committees as necessary.

2.7 To perform all duties necessary to direct the Presidents' Council in accordance with the constitution of the Students and these by-laws.

SECTION 3: Duties of the Chair of Standards Committee

3.1 To appoint members of the Standards Committee

3.2 To call meetings of the standards committee and preside over them.

3.3 To present recommendations of the standards committee to the Presidents' Council

SECTION 4: Duties of the Chair of the Finance Committee

- 4.1 To appoint members of the Finance Committee
- 4.2 To call meetings of the Finance Committee and preside over them
- 4.3 To appoint a Chair Pro-Tempore for the Finance Committee, with the approval of the remaining membership of the committee
- 4.4 To create any sub-committees necessary for the performing the duties of the finance committee
- 4.5 To be responsible for all financial records of the Presidents' Council

SECTION 5: Duties of the OM

- 5.1 To be responsible for all written communications of the Presidents' Council
- 5.2 To keep accurate minutes of all Presidents' Council meetings and events

Article V Committees

SECTION 1: General Procedures

- 1.1 The Standards Committee of the Presidents' Council shall consist of five (5) members and a Chair chosen from the Full Membership
- 1.2 The Finance Committee of the Presidents' Council shall consist of nine (9) members and a Chair chosen from the Full Membership
- 1.3 The members of the Standards and Finance Committees shall be appointed by the Chairs of the respective Committee from Full Membership on the approval of the Presidents' Council
- 1.4 Attendance is mandatory for all committee meetings. The committee chair may excuse any member at his/her discretion. After two (2) unexcused absences, the Chair of Presidents' Council will be notified, and the member may be suspended/removed.
- 1.5 Committee members shall not receive gifts or gratuities from any club or organization. If a member is offered a gift or gratuity the member must report the offer to the committee chair and abstain from voting in any matter regarding the club which made the offer.
- 1.6 Members shall not be allowed proxies on committee votes.
- 1.7 When a committee member's club appears before the committee they shall not be present during discussion, and must abstain during voting. If the member must be present to preserve quorum, then voting shall be done by secret ballot.

SECTION 2: Duties of the Standards Committee

- 2.1 To determine the guidelines for recognition of student organizations.
- 2.2 To ensure that all student organizations maintain the standards for recognition
- 2.3 To aid associate organizations in meeting the standards for recognition
- 2.4 To recommend recognition, probation, or de-recognition of student organizations to the Presidents' Council

SECTION 3: Duties of the Finance Committee

- 3.1 To determine guidelines for funding of student organizations
- 3.2 To determine any budget proposals if the Presidents' Council for submission to the DFC, subject to the approval of the Presidents' Council
- 3.3 To ensure appropriate use of the budget of the Presidents' Council
- 3.4 To recommend approval or disapproval of funding for student organizations to the Presidents' Council

Article VI Ratification and Amendment

Section 1: These by-laws shall be ratified by a two-thirds (2/3) majority of the Presidents' Council and receive approval of the Presidents' Council advisor.

Section 2: Amendments to these bylaws may be proposed in writing at any regular meeting and shall be voted on no later than the next duly called meeting of the Presidents' Council, providing that at least one (1) week has elapsed between proposal and voting.

Section 3: These bylaws shall be reviewed by a committee chaired by the Chair of the Presidents' Council when deemed necessary.

Section 4: Amendments to these bylaws must receive a two thirds (2/3) majority vote of the voting membership of the Presidents' Council present at the meeting.

