

Honors Program Club Constitution - 2024

ARTICLE I: NAME AND PURPOSE OF THE CLUB

- **Section I:** The name of this club shall be the Honors Program Club.
- **Section II:** The club is (social | service | honorary | political | special interest), and the mission and purpose of this club is to provide a community where students can gather to collaborate on their honors projects, learn about the Honors Transfer Program, and connect with other highly motivated and like-minded individuals at Las Positas College.

ARTICLE II: REQUIREMENTS FOR MEMBERSHIP AND SELECTION OF MEMBERS

- **Section I:** Membership in this club shall be open to any student at Las Positas College regardless of race, creed, religion, gender, political affiliation, sexual orientation, or physical ability.
- **Section II:** Voting membership is limited to enrolled students at Las Positas College in the Honors Program.
- **Section III:** Any member may be suspended or expelled from the club for conduct contrary to the Constitution or for behavior that impairs other members' enjoyment of the club's benefits. The offense must be submitted in writing by a club member. After submission, the offending member has the right to a 24-hour notice for a hearing at a regular meeting, and suspension or expulsion requires a two-thirds (2/3) affirmative vote from the voting members present. Suspended or expelled members may appeal through the college's grievance procedure.

ARTICLE III: OFFICERS

- **Section I:** The elected officers of the club shall be the President, Vice President, Treasurer, Secretary, ICC Representative, and any other officers as necessary.
- **Section II: Powers and Duties of Officers:**
 - **Clause I: President**
 - Presides at all club meetings.
 - Acts as the official spokesperson, representing club policies, views, and opinions in relations with the campus and community.
 - May have additional duties as prescribed by the club.
 - **Clause II: Vice President**
 - Presides at meetings in the President's absence.
 - Notifies members of upcoming meetings.
 - Performs tasks delegated by the President.
 - **Clause III: Secretary**
 - Takes minutes at all club meetings, files and submits them to club members.

- Manages agendas, minutes, correspondence, and keeps copies of all club documents.
 - Acts as historian and maintains all club records.
 - **Clause IV: Treasurer**
 - Maintains club financial records in accordance with College policy and procedure.
 - Keeps records of all finances and provides financial reports when called upon.
 - **Clause V: ICC Representative**
 - Attends all ICC meetings as the club's primary contact.
 - Votes on the club's behalf in Inter-Club Council matters.
 - Communicates decisions and information shared in ICC meetings and may also serve in another officer role if needed.
- **Section III: Officer Qualifications**
 - **Clause I:** Must be a currently enrolled credit student in good standing at Las Positas College at the time of election/appointment and throughout their officer term.
 - **Clause II:** Must be a voting member of the club for at least one semester.
 - **Clause III:** Must be enrolled in a minimum of one (1) credit course per semester at Las Positas College with a cumulative GPA of no less than 2.0.
- **Section IV:** A petition by 1/3 of members may initiate a recall election. The offense must be written and submitted by a member, and the offending officer is entitled to a 48-hour notice of a hearing. Recall requires a two-thirds (2/3) vote from the voting membership in a "Special Election."
- **Section V:** If an officer cannot fulfill their term, a "Special Election" will be held, open to any eligible member, including current officers.

ARTICLE IV: MEETINGS

- **Section I:** Regular meetings are scheduled on every 2nd and 4th wednesday of each month.
- **Section II:** Special Meetings may be called by any elected officer or by 5% of voting members, with a minimum of 48-hour notice.
- **Section III:** A quorum, defined as more than half of the voting membership, and an Advisor's presence are required for conducting business.

ARTICLE V: ELECTIONS

- **Section I:** Officers are elected annually at the end of each academic year for the following year's term.
- **Section II:** At least two week's notice will be given before any meeting at which an election is held.

ARTICLE VI: ADVISORS

- **Section I:** An individual employed by Las Positas College, such as **Irena Keller**, will serve as an advisor to the club.
- **Section II:** The advisor's role is to provide guidance and support to the club.

ARTICLE VII: METHOD TO AMEND THE CONSTITUTION

- **Section I:** Proposed amendments must be presented in writing at least one meeting before the vote.
- **Section II:** Amendments require a two-thirds (2/3) affirmative vote of the members present to pass.
- **Section III:** A copy of this constitution and any amendments must be filed with the Student Life Office at Las Positas College.

ARTICLE VIII: DISBURSAL OF CLUB ASSETS

- **Section I:** In the event the Honors Program Club is deactivated, all assets will be turned over to the Las Positas College Inter-Club Council as dictated in the ICC Bylaws.

ARTICLE IX: STATEMENT OF AFFILIATION

- **Section I:** This club is affiliated with the Las Positas College Honors Transfer Program.
- **Section II:** A copy of the club's constitution and bylaws must be filed in the Student Life Office.

ARTICLE X: RULES OF ORDER

- **Section I:** The Honors Program Club follows "Robert's Rules of Order" (newly revised) as its Rules of Order.
- **Section II:** Any issue not directly covered in this document will be resolved by referring to the Rules of Order and in accordance with applicable College and/or District policies, as well as relevant Education Code regulations.

ARTICLE XI: APPROVAL

- **Section I:** This constitution was approved by the members, advisors, and officers of the Honors Program Club on November 4, 2024. Approval requires a vote by the entire club membership.