

TEXAS JUNIOR COLLEGE STUDENT GOVERNMENT ASSOCIATION REGION IV CONSTITUTION

PREAMBLE

We, the members of the Texas Junior College Student Government Association (TJCSGA) Region IV, in order to promote good will and unity among Junior Colleges, do establish this constitution.

Article I—NAME

The name of this organization shall be the TEXAS JUNIOR COLLEGE STUDENT GOVERNMENT ASSOCIATION (TJCSGA) REGION IV. This constitution does not supersede the TJCSGA State Constitution.

Article II—PURPOSE

- Section 1. To give junior college students an active role within the American Democracy.
- Section 2. To attempt to solve problems and provide means for discussing problems of the membership pertaining to student government and student activities.
- Section 3. To promote better relations between the junior colleges, technical schools, and community colleges in Region IV and the State of Texas.

Article III—MEMBERSHIP

Section 1. General Membership

The student government or designated representative(s) of a two-year college institution in the State of Texas, listed in the directory of the American Association of Junior Colleges, upon payment of required membership fees shall become a member of this association. All members in all business matters that arise within the Association will have four votes. Proxy votes are accepted in letter form and sealed.

Section 2. Executive Membership (Amended at state convention, 2012)

The Executive Membership of the Association shall be comprised of all duly elected members of the Executive Board. Each member shall have one vote for all business present before the membership only, excepting the positions of Fall Host, Spring Host, Advisor and Advisor-Elect, which shall not be allowed to vote.

Article IV—CAMPAIGNING FOR OFFICE

Any student who is appointed by their respective college to represent that college in an elected office of the Association may campaign for office only if in accordance with this Constitution.

Article V—OFFICERS

Section 1. The Officers of the Association shall be:

The Officers of the Association shall be: (1) President, (2) Vice-President, (3) Secretary, (4) Parliamentarian, (5) Treasurer, (6) Region IV Advisor, and (7) Region Advisor-Elect.

Section 2. Duties of the Officers:

A. The duties of the President shall be:

1. To preside over all meetings of this association.
2. To appoint and dissolve committees and the chair thereof as deemed necessary.
3. To vote in case of a tie.
4. To attend all meetings of the Executive Board.
5. To present to all member schools a complete agenda of all Regional activities.
6. To call meetings of the Executive Board when necessary.
7. To enforce and see that all member colleges uphold the purpose of the association.
8. To enforce all provisions of the Constitution, “Robert’s Rules of Order Newly Revised”, and standing rules of the Association.
9. To serve as chief spokesperson of the Association.

B. The duties of the Vice-President shall be:

1. To execute the duties of the President in his/her absence.
2. To attend all meetings of the Executive Board.
3. To be an ex-officio member of all committees appointed by the President.

C. The duties of the Secretary shall be:

1. To keep an accurate record of the Region IV proceedings and send a copy to each member school.
2. To call roll at Region IV meetings and make necessary announcements.
3. To attend all meetings of the Executive Board.
4. To act as corresponding agent of the Executive Board.
5. Compile and keep a current list of all Officers and member names and addresses. To send said list to all member schools on or before the first of December each year.
6. To provide each member school with a copy of the TJCSGA Region IV Constitution and the TJCSGA Constitution.
7. The outgoing Secretary shall turn the records over to the incoming Secretary at the installation.

D. The Parliamentarian shall be:

1. To act as advisor to the chair on a question of parliamentary procedure.
2. To attend all meetings of the Executive Board.
3. Have in his/her possession at all meetings: (1) copies of the TJCSGA Region IV Constitution, (2) “Robert’s Rules of Order Newly Revised”, and (3) standing rules this Association may adopt.

E. The Duties of the Treasurer shall be:

1. To be responsible for the collection of all dues and fees during the year
2. To attend all meetings of the Executive Board
3. To pay all debts upon approval of the Executive Board, and be responsible for all finances of the Association
4. The outgoing Treasurer shall turn the records over to the incoming Treasurer at the installation.

F. The Duties of the Region IV Advisor Shall be:

1. To attend new officer orientation at the final meeting of the TJCSGA State Convention.
2. To assist the executive board in the completion of their duties.
3. To attend all meetings of the executive board.
4. To aid the executive board with all General Assemblies.

G. The Duties of the Region IV Advisor-Elect shall be:

1. To attend new officer orientation at the final meeting of the TJCSGA State Convention.
2. To assist the executive board in the completion of their duties.
3. To attend all meetings of the executive board.
4. To help bring new schools located in Region IV to TJCSGA.
5. To aid the executive board with all General Assemblies.

Section 3. Election of Officers

- A. The election of officers shall be held at the annual Spring Region IV meeting.
- B. No school should be able to succeed itself, except for in the positions of Fall and Spring Host.
- C. All elections shall be determined by a majority.
- D. Newly elected officers shall take office at the conclusion of the State Convention.

Section 4. Vacancy of Office

Should Region IV be redistricted, the members will elect officers at the next Regional meeting.

Section 5. Completion of Office Duties by Outgoing Officers

Outgoing officers have until April 30th to present a completed set of records and reports to the Region Advisor and to the new officers. Failure to do so will result in disqualification from office for the next election and/or immediate removal from current office, at the discretion of the Executive Board.

Article VI—EXECUTIVE BOARD

Section 1. Membership

The members of the Executive Board shall be the Officers of the Association.

Section 2. Duties of the Executive Board

- A. To audit the final reports of the Secretary/Treasurer.
- B. To determine the policy of the Association.
- C. To call Region IV meetings as deemed necessary other than the annual Fall and Spring meetings.
- D. To determine how all monies of the Association will be allocated.
- E. To appoint a Host School for Region meetings in the event that there is no volunteer.

Article VII—MEETINGS

Section 1. Association Meetings

- A. All business of this Association will be conducted at the Fall and Spring Region meetings, at the State Convention, and at any other Region IV meeting(s) deemed necessary by the Executive Board.
- B. All meetings shall be conducted in accordance with “Robert’s Rules of Order Newly Revised”.
- C. Association meetings shall be conducted at a Host school on a voluntary basis. In the event that the Association does not have a volunteer Host school, one will be appointed by the Executive Board.

Section 2. Executive Board Meetings

- A. Executive Board meetings shall be called by the President or by a majority of the board.
- B. Quorum for an Executive Board meeting shall be a simple majority of its members.

Section 3. Committee Meetings

Committee meetings may be called by the chairman of the committee when deemed necessary.

Section 4. Awards Committee

- A. A committee composed of one member from each school in Region IV, present at the Spring Meeting, shall meet at the annual Spring Meeting to judge the Region IV Student of the Year, Advisor of the Year, Chapter of the Year and other awards established by the Region IV General Assembly.
- B. Each school shall be responsible for designating the member who will represent them on this committee. Schools should not choose a member that has entered any of the competitions being judged by the committee.
- C. This committee shall elect a chair from the member chosen by the schools.

- D. This committee shall be responsible for approving that the nominees meet the requirements as stated on the application, and for establishing a grading system on these requirements.
- E. This committee may recommend changes in the number of competitions to the general assembly.
- F. The advisor of the school serving as chair shall serve as ex officio member of this committee.

Section 5. Unity Committee

- A. The Unity Committee will provide entertainment the night before the fall and spring region meetings.
- B. The Unity Committee is comprised of and chaired by the fall and spring host schools.

Article VIII—AMENDMENTS

- Section 1. The Constitution may be amended at any meeting of the Association by two-thirds of its members, providing that the amendment has been submitted in writing to the members of the Executive Board and member schools at least thirty days prior to the meeting.
- Section 2. All amendments submitted for consideration to the Executive Board and member schools must be titled with: (1) the full name of the school(s) which is sponsoring the amendment, and (2) at least the last name(s) of the principle author(s) of the amendment.
- Section 3. Amendments become effective immediately upon ratification by two-thirds majority of the Association.

Article IX—RIGHTS OF MEMBER SCHOOLS

- Section 1. The TJCSGA Region IV shall not infringe upon the rights which are reserved to those individual member schools. Also the member schools shall not infringe upon the rights reserved to the Association.
- Section 2. The members have the following rights:
 - A. To make rules and regulations concerning their own method of self-governance.
 - B. To conduct relations with other colleges and organizations.

- Section 3. The Association shall defend and maintain the rights for its member schools to have their own identity and autonomy.

- Section 4. All rights not expressly given to the Association by the collective representation of the members shall be reserved to those members.

Article X—FINANCES

- Section 1. The membership fees of the Association shall be determined at the Fall Region IV Meeting as decided by a simple majority of the member schools.
- Section 2. Annual membership fees shall be paid by member schools to the Treasurer of the Association postmarked on or before February 1 of each year.
- Section 3. All funds secured in the name of the Association shall be used at the discretion of the Executive Board.
- Section 4. All monies of the region will be put into an account of the school holding the Treasurer position.
- Section 5. Monies shall be drawn from the current Secretary/Treasurer's school account by the Treasurer and its school advisor with the consent of the Executive Board.
- Section 6. Should Region IV be disbanded, monies remaining in the central bank shall be divided between the member schools in the region.

Article XI—RATIFICATION

Upon ratification by two-thirds of the members of the TJCSGA Region IV, this Constitution shall become the superior document of the Association.

As Approved February 18, 1995
By Region IV Member Schools

Amended February 7, 2004
By Region IV Member Schools

Amended April 16, 2005
By Region IV Member Schools

Amended March 30, 2012
By Region IV Member Schools