

# Constitution

## Criminal Justice Club

### Founded Fall 2006

#### Article I-Name

The name of this organization will be the Criminal Justice Club

#### Article II- Purpose and Goals

Section I- To further the ideas and aims of the criminal justice system by identifying and discussing current issues in criminal justice and law enforcement and proposing possible solutions.

Section II- To expose members to a wide variety of different fields and careers in criminal justice through guest speakers and visits to criminal justice affiliated facilities.

Section III- To expand members' knowledge of the functions and workings of the criminal justice system, especially on a community level.

Section IV- To actively contribute to the Criminal Justice Program at Monroe Community College.

#### Article III- Membership Requirements

Section I- Members shall be open to any interested MCC student,

Section II- Active members shall be those of full time MCC students who attend meetings on a regular basis. Active members shall have the right to voice, vote and office holding. Approximately 75% of meeting shall be considered regular.

Section III- Members shall abide by all conduct regulations according to the 2006/2007 MCC Student Handbook. Any violation of these rules will result in immediate revocation of club membership.

Section IV- All members must meet and maintain the requirements of good academic standing as written and according to the 2006/2007 MCC Student Handbook.

# Article IV- Officers

## Section I-Qualifications for Office

- a. All officers must be active members of the Criminal Justice Club.
- b. Persons wishing to qualify for office should exemplify the standards required of a law enforcement officer (high moral character, initiative, superior communication and interpersonal skills, honesty and integrity, excel at problem solving and decision making, personal/professional pride).
- c. All officers are mandated to attend every meeting. An exception will be made in case of an emergency or illness. Officers are required to contact an Executive Board member prior to their absence or as soon as possible in case of emergencies.

## Section II- Term of Office

- a. The elected officers will serve of the academic year following their election with the exception of the founder and the first President of the club, who shall be appointed to a term of two consecutive semesters.
- b. Vacancies of any office position shall be filled by a quorum vote (the nominee who receives the highest number of votes for each position becomes an elected officer), with the exception of when the office of the President is vacant, then the Vice President shall assume office.

## Section III- Titles/positions

- a. President
- b. Vice President
- c. Recording Secretary
- d. Treasurer
- e. The Executive Board of the club shall consist of the officers of the said club. The President shall be in charge of the Executive Board. All Board members shall have one vote.

## Section IV- Duties and Responsibilities of Officers

- a. President
  1. Shall preside over all meeting and formulate an agenda for each meeting held
  2. Appointment of committee chairperson and research assistants.
    - i. Appointments will be made with the recommendations of other executive Board members.

3. Calling emergency meetings with the Executive Board
  4. Decides which speakers will be invited and chooses club activities.
  5. Shall represent the club in all dealings with the College and outside organizations, specifically will make initial contact with invited speakers and criminal justice organizations.
  6. Allocates association funds.
- b. Vice President
1. In the absence of the president shall assume duties of the President and preside over meetings.
  2. Responsible for receiving progress reports from committee chairpersons.
    - i. Assisting chairpersons when needed.
    - ii. Maintaining on-going communication with chairpersons.
    - iii. Present a summary of progress reports to the President.
  3. Prepare a monthly report detailing that month's activities. Report shall be approved by the President and then presented at the next Executive Board meeting.
- c. Recording Secretary
1. Keep an updated list of active members of the club.
  2. Shall prepare all letters of official correspondence, as authorized by the President.
  3. Assist in contacting guest speakers and criminal justice affiliated organizations.
  4. Minutes of each meeting will be taken, maintained and made available to any member who asks, including faculty advisors.
  5. Write evaluations of the Criminal Justice Club Events
- d. Treasurer
1. Responsible for publication of financial report.
  2. Maintain an updated account of financial transactions and shall give a monthly report of all finances to other club officers.
  3. Shall be responsible for preparing the club's budget for the upcoming year, subject to approval of the President and Executive Board.
  4. Shall pay bills authorized by the President.
- e. Method of Election
1. Election of officers will be held during the second to last meeting of the Club in the spring semester except for the

appointment and/or election of officers in fall 2006 when the club was founded. At least one week's advance notice will be given prior to election.

2. Nominations will be taken from the floor of the meeting prior to that of elections. The nominee who receives the highest number of votes for each position becomes the elected officer. The Club advisor will decide a tie.

3. All voting will be by secret ballot. Elected officers will assume position of office the following fall semester, with exception of 2006/2007 officers who will assume position of office in fall 2006.

## Article V- Advisor

Section I- Advisor will be a MCC Criminal Justice Program Advisor and will serve in an advisory capacity to the club.

Section II- Shall assist the club in planning of programs.

Section III- Shall decide a tie in election of officers.

## Article VI- Quorum, Meetings, and Voting

Section I- Quorum and meetings: All ideas, motions, and discussions are to be conducted under parliamentary procedure. A majority (51% ) of active members present is required to pass any plan, idea, etc.

Section II- Meetings:

- a. Regular meetings to be held weekly. Day and time to be set at first meeting.
- b. Executive board meetings will be held as needed, to be decided by president.
- c. Emergency meetings will be called when necessary by any executive board member.
- d. Meetings will be run by parliamentary procedure.

Section III- Voting:

- a. Votes will be preannounced.
- b. Only those active members present at meetings will be able to vote.
- c. President had power to veto.
- d. Vetoed bill will be reconsidered by other members. Two-thirds must vote to pass it.

Section IV- Amendments:

- a. Any officer may introduce and amendment for voting.
- b. Requires two-thirds vote of those present at an official meeting.

## Article VII- Financial Structure

Section I- The financial structure of the Criminal Justice Club will consist of funds:

- a. Allocated funds from Student Association.
- b. Raised by club members.

## Article VIII- Removal from Club and Office

Section I- Any member that violates membership requirements may be discharged from organization.

Section II-Any member found guilty of academic dishonesty based on MCC student handbook, will immediately have his or her membership revoked.

Section III- Any officer may be removed from position due to negligence of duty, inefficiency in office, or any other action that is considered detrimental to name or purpose of organization.

Section IV- Any officer may be removed by three-fourths vote of active members membership, present and voting, at a meeting of organization. All members have prior notification when this occurs. The aforementioned sections (1,2,and 3) of article VIII detail reasons and health/safety regulations Article VIII an officer may be removed from office and reasons a member may be removed from the club.

## Article IX- Constitutional Amendments

Section I- All amendments to the constitution requires two-thirds vote of a members who are present and voting at an official meeting. At least one weeks advanced noticed shall be given prior to the voting.