

Aquaculture Club Constitution

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Constitution of the Aquaculture Club of the Hillsborough Community College Brandon Campus

The name of the organization will be Aquaculture Club of Hillsborough Community College.

Article I: Purposes

1. To provide a forum to address the educational needs of all Aquaculture students and other student at Hillsborough Community College.
2. To form a link between national and international students so as to share and exchange cultures and prospective business contacts.
3. To form a bond that provides both ethical and moral support among students and faculty.
4. To encourage daily interactions among students and faculty, and provide the necessary tools so that leadership skills will be increased.
5. To promote Aquaculture within HCC and the wider community through special activities.

Article II: Membership

Section I: Eligibility

1. Membership in this organization shall be open to all HCC students who have and maintain a minimum GPA of 2.0, including preparatory and ESL (English as a Second Language) courses.
2. Members must be enrolled in the current semester with a minimum academic load of six (6) credit hours at the Brandon campus.
3. Members must attend a minimum of one meeting per month to be in good standing.
4. A member may be expelled from the club at any time by a majority vote of the club officers and may also be expelled at any time by a faculty advisor.

Section II: Dues

The members of this organization who are in good standing shall decide on a reasonable membership fee per semester. The dues will be \$15.00 for the current semester. This fee must be paid by the second meeting of attendance by any member once joining the club in order to stay in good standing.

Article III: Officers and Committees

Section I: Board Members

1. Officers shall be elected by popular vote by members in good standing in an open election during the last meeting or each semester and must have a minimum cumulative GPA of 2.5.
2. Elected board positions shall include but are not limited to the President, Vice President, Secretary, and a Treasurer.
3. Committees shall include the following: fund-raising, celebration and special projects.
4. Committee members must meet the general requirements of becoming a member and shall be elected by members of the organization who are in good standing.
5. The current members who are in good standing shall elect the committee chairperson. If they are indecisive, the executive board will choose the one that is more qualified.
6. The term of an officer shall be one semester. However, that person may be elected but not in the following election (no consecutive terms).

Section II: Duties of the Officers The duties of the board shall include but are not limited to the following:

1. To make recommendations over all matters affecting members of this organization.
2. To create subcommittees and appoint officers as deemed necessary.
3. To approve or disapprove the removal of funds from the treasury.

Section III: Responsibilities of Officers

A. The duties of the President includes but are not limited to the following:

1. Conduct all meetings in the organization.
2. Present the new board to the members each semester.
3. Call meetings or conduct special sessions, as he or she deems necessary.
4. To assume all other executive powers that he she deems necessary.
5. To represent the organization at special events held on or off the Hillsborough Community College Campus.

B. The duties of the Vice President include but are not limited to the following:

1. To serve as the president in his or her absence or inability to perform.

2. To chair the ethics and grievance committee.
3. To oversee but not to head special committees.
4. To perform the duties as directed by the president and his/her advisor(s).

C. The duties of the Secretary includes but is not limited to the following:

1. Keep records of every meeting in a journal.
2. Make and distribute copies of the meeting to all members and advisor(s).
3. Present the agenda and meeting time to the members and the advisor(s).
4. Keep all official documents that belong to the organization.
5. Send letters and maintain contact with organizational sponsor(s).
6. Perform other duties as prescribed by the president and advisor(s).

D. The duties of the Treasurer includes but are not limited to the following:

1. Maintain updated records of all assets and liabilities.
2. Know the established budget of the organization.
3. Collect and record donated funds, dues and all other monies owed to the organization.
4. Collect copy and keep all receipts for records/files.
5. To perform all other duties deemed necessary by the president and his/her advisor.
6. To present updated budgets report to the members at each meeting and also to the SGA at the end of each semester.

E. The duties of the SGA representatives(s) includes but are not limited to the following:

1. Attend every Student Government Association (SGA) meetings and present a report to the members of the organization in the following meeting.
2. Address all issues at SGA that affects the welfare/interest of the members of the organization.
3. Represent the organization when voting on issues, bills and/or amendments presented during the SGA meetings.

Article IV Meetings

Section I

All meetings will be held twice per month on campus, on a day agreed upon by the majority of the members. The executive board shall meet at least once per month. Exemptions to this rule will be made during exam periods or other special situations that will be analyzed and addressed accordingly on a case-by-case basis.

The current edition of the Robert's Rules of Orders will govern the official meetings of Aquaculture Club.

Article V: The Constitution

Section I: Amendments

This constitution may be amended by submitting a written proposal to the vice president at least two weeks before an official meeting. The petition must be signed by at least ten members who are in good standing. The vice president shall review, verify, and submit it to the executive board and the advisor for approval. If approved, the proposed amendment shall be discussed with the membership after which vote will proceed. The constitution may or may not be amended depending on a majority vote.

Section II: Authority of the Constitution

The constitution shall be in effect immediately after conformation and shall become the official governing document of the organization.