HILLSBOROUGH COMMUNITY COLLEGE
CRIMINAL JUSTICE STUDENT ASSOCIATION (CJSA)

CONSTITUTION OF
THE HILLSBOROUGH COMMUNITY COLLEGE
CRIMINAL JUSTICE STUDENT ASSOCIATION

PREAMBLE

We, the students of Hillsborough Community College, in order to learn more about the criminal justice system and the legal system, to develop a better rapport with the criminal justice and legal communities, to further our own understanding and knowledge of the criminal justice system and legal system, and in order to better serve our community and nation, do hereby establish the Constitution of the Hillsborough Community College Criminal Justice Student Association.

ARTICLE I
NAME OF ORGANIZATION

This organization shall be known as the CJSA or Criminal Justice Student Association of Hillsborough Community College.

ARTICLE II
PURPOSE OF ORGANIZATION

This organization strives to:

1. Promote the development and maintenance of skill in criminal justice students;

2. Provide an opportunity to meet with criminal justice students and members of the criminal justice system and legal system of our surrounding community;

3. Support the development of and the continuing education of criminal justice students;
4. Provide an opportunity for social interaction among persons who share a common interest in and dedication to the criminal justice and legal professions;

5. Provide support and education to criminal justice students to increase awareness and knowledge of the criminal justice program and profession;

6. Work with the Student Government Association on all matters pertaining to criminal justice issues;

7. Encourage ethical standard among criminal justice students.

**ARTICLE III**

**CODE OF ETHICS**

1. All members shall refrain from engaging in any conduct that offends the dignity and decorum of ANY person, or the Association.

2. All members shall avoid impropriety and the appearance of impropriety and shall not engage in any conduct that would adversely affect his/her fitness to be a standing member. Such conduct may include, but is not limited to: violence, dishonesty, the interference with the administration of justice, unruly and disrupting behavior on campus, and sexual harassment.

3. Members shall be respectful of all rules and procedures.

4. While representing the Criminal Justice Student Association at any function, all members will uphold and advance the honor and dignity of the Hillsborough Community College in keeping with the highest standards of ethical conduct.

5. A violation of any of these ethics is basis for expulsion from the Association.

**ARTICLE IV**

**MEMBERSHIP**

Regular Membership

Regular Membership in this Association is available to any student who:
1. Maintains at least half-time enrollment (6 units) at the campus of their residence (home campus). Exceptions to this procedure will only be made upon the recommendation of the campus Student Activities Advisor and approval of the campus Dean of Student Services.

2. Are in good standing and maintain a cumulative 2.0 grade point average inclusive of college prep courses.

**ARTICLE V**
**RESIGNATION**

Any member may withdraw from C.J.S.A. at any time by sending a statement to that effect to the President of the Association.

**ARTICLE VI**
**TERMINATION OF MEMBERSHIP**

Any member found to have been committing conduct unbecoming a member and a representative of their profession, shall be dismissed and deprived of their membership. Such expulsion requires a three-fourths (3/4) majority vote of the Board of Trustees and must be subject to approval by the Faculty Advisor before same becomes effective.

**ARTICLE VII**
**REQUIREMENTS FOR OFFICERS AND TRUSTEES**

To be eligible to be elected or appointed to the Board of Trustees as an Officer or Trustee, a student must:

1. be enrolled in Hillsborough Community College;

2. be in good standing with the College, and maintain a cumulative 2.5 grade point average to be an officer or a 2.0 to be a Trustee;

3. not be on disciplinary probation, or under review for ethical violations of the Association.
4. be available to attend Student Government Association meetings at the Ybor campus on a rotating schedule with other Officers and Trustees.

ARTICLE VIII
ORGANIZATION

The governing body of the Association shall be the elected Officers and Trustees, and shall be collectively called the Board of Trustees.

The Officers of this Association shall be: President, Vice-President for Criminal Justice (First Vice President), Vice-President for Pre-Law (Second Vice President), Secretary, and Treasurer.

In the event of a vacancy in the office of President, the First Vice-President shall assume the Presidency.

In the event of a vacancy in the office of First Vice-President the Second Vice-President shall assume the role.

Should the office of Second Vice-President, Secretary, Treasurer, or any Trustee become vacant, the office will be filled by a majority vote of the Board of Trustees.

The term of office for any member of the Board of Trustees shall be the fifteenth of August through the fourteenth of August of the following year.

ARTICLE IX
ORGANIZATIONAL DUTIES

Duties of President:

1. The President shall preside at all meetings of the Association and of the Board of Trustees; shall perform such other duties as may be prescribed in the constitution or are assigned by the membership or the Board of Trustees; and shall coordinate the work of the officers and trustees, in order that projects be promoted.
2. Carry out in spirit and detail, the provisions of this Constitution.
3. Provide liaison on behalf of the Association to the Office of Student Affairs.
4. Coordinate his/her efforts with the Association’s faculty advisor.
Duties of Vice-Presidents:

1. Assist the President in the performance of his or her duties;
2. Assume the duties of President in his or her absence;
3. Provide liaison to the Trustees and Membership when needed.

Duties of Secretary

1. Act as recorder at all organizational and Board of Trustee meetings, and keeper of all organization files and records;
2. Be responsible for all organization correspondence, except in certain instances where this duty may be given to Committee Chairpersons to more effectively and efficiently carry out their duties, in which case a copy of such correspondence must first be approved by the Secretary.
3. Coordinate his or her efforts with those of the Student Association Treasurer.

Duties of Treasurer

1. Supervise all organization receipts and disbursements;
2. Be responsible for the preparation and presentation of all financial reports required by the Student Government Association as well as preparing an annual budget.
3. Coordinate his or her efforts with those of the Student Association Secretary.

Duties of Trustees

1. Perform such duties as may be prescribed by the Board of Trustees.
2. Chair the Standing Committees of the Association.

ARTICLE X
STANDING COMMITTEES

The Standing Committees of the CJSA shall be listed below. Additional Standing Committees may be created by the Board of Trustees as may be required to promote the objects and interests of the Association. The Chairperson of each Standing Committee shall be a Trustee and shall be elected by majority vote of the Board of Trustees.
The Chairperson of each Standing Committee shall present plans of work to the Board of Trustees and no work shall be undertaken without the approval of the Board. Any vacancies occurring in the Chairpersonship of a Standing Committee shall be filled by a majority vote of the Board of Trustees.

The President shall be an ex-officio member of all committees except the Nominating Committee.

Standing Committees shall include: Membership, Educational Activities, Professional Activities, Student Affairs, Newsletter, and Social Action.

ARTICLE XI
ELECTION AND NOMINATIONS

During the beginning of the month of April a Nominating Committee shall be formed. The President shall appoint a Chairperson to head the Nominating Committee. The Board of Trustees shall then select four (4) additional members to serve on the Nominating Committee. Elections shall be held at the end of April of each year.

ARTICLE XII
FACULTY ADVISOR

This organization shall at all times have at least one Advisor, who shall be a full-time member of the college’s faculty and who shall be familiar with the criminal justice and legal field.

Duties of the Advisor

1. Attend meetings of the Board of Trustees and general membership and provide assistance to and resources for the Association, as desired, requested, or as he/she deems appropriate.
2. Be responsible for organization and adherence to all applicable College policies, rules and regulations;
3. Coordinate his/her efforts with and provide continuous liaison to the Director of Student Activities.
ARTICLE XIII
MEETINGS/COMMITTEES

Board of Trustees

1. The Board of Trustees will meet regularly during the academic year on the first Tuesday of the month, or at such other date as determined by the Board and the Faculty Advisor.
2. The meeting time may be determined by the Board.
3. Meetings must be attended by a faculty advisor.
4. Meetings must be held at the Hillsborough Community College Ybor Campus.
5. Board of Trustee meetings must meet a 3/4 quorum requirement.

General Membership

General meetings of this organization shall be held at least once each semester.

Meetings of the organization shall be informal; Rules of Order are not binding; decision will be made in every case by a simple majority vote, with the exception of proposed amendments to the Constitution.

Thirty percent of active members present shall constitute a quorum for the transaction of business in any general meeting of the Association.

ARTICLE XIV
CONSTITUTION AMENDMENTS

Amendments to this Constitution may be proposed by written petition of the membership or by action of the Board of Trustees at any time throughout the year.

Copies of the proposed amendment shall be made available to each member.

Proposed amendments must receive approval from the faculty advisor AND a three-fourths (3/4) majority vote of the Board of Trustees.
ARTICLE XV
PARLIAMENTARY AUTHORITY

Robert's Rules of Order shall govern the Association in all cases in which the rules are applicable.

ARTICLE XVI
CONSTITUTION ADOPTION

This Constitution shall be considered adopted when it has received a simple majority vote of approval from the Board of Trustees and has been approved by the Student Government Association of Hillsborough Community College Ybor Campus.

Signatures:

For the Board of Trustees:

President 1-17-06
Dated

Secretary 1-17-06
Dated

Approved:

Faculty Advisor 11-20-06
Dated