



## **BYLAWS of the State Technical College of Missouri SkillsUSA Student Chapter**

### **ARTICLE I: MEMBERSHIP**

#### Section 1

Any person who meets the membership requirements may be extended an invitation to join the chapter.

#### Section 2

A member may be censured, suspended, or expelled from the chapter by a two-thirds (2/3) vote of the executive committee if found to be in the best interest of the chapter, and the member has been afforded a reasonable opportunity to be heard.

#### Section 3

A member must maintain a GPA of the college to not be put on Academic Probation or Suspension. In the event that the GPA falls lower than that of what must be maintained then the advisor(s) has the right to terminate the membership of that member.

#### Section 4

A member may be reinstated by submitting a letter requesting reinstatement and giving reason(s) why he/she would like to be reinstated. This must be given to the lead advisor.

#### Section 5

Only those members in good standing may participate in the affairs of the chapter.

### **ARTICLE II: MEETINGS**

#### Section 1

Meetings of the chapter shall be held on the last Wednesday of each month or such other time as may be selected by the executive committee. Meeting dates and times will be emailed to the members email address at least 2 weeks prior to the meeting date.

#### Section 2

Special meetings of the membership may be called at any time by the president upon reasonable advance notice.

#### Section 3

Meetings shall follow Robert's Rules of Order.

#### Section 4

Members are allowed 1 absence per semester; discipline will be determined by the executive committee.

### **ARTICLE III: OFFICERS**

#### Section 1

The officers shall have the following duties and responsibilities:

(A) President--shall be the chief officer of this chapter and shall preside at its meetings. He/she shall appoint all committees, shall be an ex-officio member of all committees, and shall perform all duties as stated in the Leadership Handbook.

(B) Vice President--shall perform the duties assigned to him/her by the president and in the absence of the president, perform the duties usual to the office. He/she shall also coordinate all the activities of the committees and shall perform all duties as stated in the Leadership Handbook.

(C) Secretary--shall keep a record of all the official proceedings of the chapter, maintain the membership records in coordination with the treasurer and be responsible for coordinating the communication between members. He/she shall also perform all duties as stated in the Leadership Handbook.

(D) Treasurer--shall be responsible to the Association for an accounting of all monies collected and disbursed by the chapter. He/she shall be responsible for the collecting, depositing and disbursing all monies. He/she shall render periodic records to the chapter during his/her term of office. He/she shall also perform all duties as stated in the Leadership Handbook.

#### Section 2

Only those members in good standing may be elected to office.

(A) Any officer who shall fall delinquent in payment of dues during the term of office shall resign from such office.

#### Section 3

Any officer may be removed from office by a two-thirds (2/3) vote of the active membership.

#### Section 4

The officers shall be elected by a majority vote of the active members.

### **ARTICLE IV: COMMITTEES**

#### Section 1

The standing committees shall be:

(A) Executive Committee--shall consist of the president, vice president, secretary, treasurer, reporter, parliamentarian, historian and advisor(s).

(B) Membership Committee—shall consist of at least 4 members of the student chapter.

(C) Fundraiser Committee--shall consist of at least 4 members of the student chapter.

(D) SGA Buyout Committee--shall consist of at least 4 members of the student chapter.

(E) Advisor Committee—shall consist of all the active advisors for the chapter.

### **ARTICLE V: FINANCES**

#### Section 1

The dues of this chapter shall be payable annually in advance at the first meeting of the fall term at the rate of \$ 25 per member.

#### Section 2

Dues for membership in the state and national organization shall be paid by this chapter from its treasury at the rate fixed and under the terms stated by that association, as may be amended from time to time.

#### Section 3

Members who have sufficiently paid their dues shall be considered in good standing and referred to as "active."

### **ARTICLE VI: VOTING**

#### Section 1

At the meeting of the membership, only active members shall have the right to vote.

#### Section 2

A motion shall be carried by a majority vote of the members present, provided a quorum is in attendance, unless otherwise provided for by these bylaws.

#### Section 3

A quorum of membership shall consist of not less than one-third (1/3) of the active members.

#### Section 4

Elections shall be conducted under the rules and procedures approved by the membership in advance of the meeting at which an election is to be conducted.

**ARTICLE VII: NOTICES**

Section 1

Members shall furnish the secretary with their personal information that is asked for on the membership application.

**ARTICLE VIII: AMENDMENTS**

Section 1

Any member may propose amendments to these bylaws at any regular meeting. The proposed amendment must be in writing and must lie on the table until the next meeting after its first reading.

Section 2

Adoption of an amendment must be by an affirmative vote of two-thirds (2/3) of the chapter's active membership and approval from the lead advisor.

Ratification of these bylaws was made on this day the 27<sup>th</sup> of January of 2010.

\_\_\_\_\_  
(PRESIDENT)

\_\_\_\_\_  
(LEAD ADVISOR)

Attested by:

\_\_\_\_\_  
(SECRETARY)

\_\_\_\_\_  
(DATE)