**Male Empowerment Network**

**Lone Star College-CyFair**

**Constitution**

**Article I: Name**

The organization will be known as **Male Empowerment Network (MEN).**

**Article II: Purpose**

This organization aims to increase the academic success, college engagement, leadership abilities, professional skills, financial literacy, and health and wellness of men from marginalized and underserved communities with the goal of retaining them at LSC-CyFair until Graduation.

**Article III: MEMBERSHIP**

**Section 1:** Any registered student (full or part-time) at Lone Star College-CyFair who is in good standing with the College and fulfills the membership requirements of the organization may be a member.

**Section 2:** Membership Requirements: Students who attend three scheduled meetings during one semester are eligible for membership.

**Section 3:** To guarantee equal rights for all members of the Lone Star College-CyFair student body, equal opportunities shall be afforded all students without regard to race, color, sex, age, sexual orientation, gender identity, gender expression, religion, ethnic or national origin, disability, veteran status, or any other protected status.

**Section 4:** Privileges of membership. Voting privileges will be restricted to Lone Star College-CyFair student members.

**Article IV: OFFICERS AND ADVISORS**

**Section 1: List of Officers:**

* President
* Vice-President
* Secretary
* Treasurer
* Event Coordinator

**Section 2:** **Qualifications for holding office:**

* Members interested in becoming officers must be currently enrolled at Lone Star College-CyFair and in good standing with the college.
* Members interested in becoming officers must commit to attending a minimum of 50% of all MEN meetings and events.

**Section 3:** **Length of Term:**

* Officers will serve for two semesters and are expected to fulfil their duties from the first day or immediately after the election of the semester to the last day of a semester.
* Officers can run for re-election if they continue to fulfill the qualifications for holding office.

**Section 4:** **Duties of Officers:**

* **President**: The President is the primary student contact for the student organization and the “external spokesperson” of the group who regularly interacts with other student organizations and LSC-CyFair officials. The President is the liaison between the student organization and the Advisor(s) and other college or community contacts. The responsibilities of this position tend to include but are not limited to:communicating frequently with the Advisor(s); coordinating and supervising all meetings; submitting all required paperwork for student organization maintenance & renewal; and representing MEN at Student Government Association meetings.
* **Vice-President**: The Vice-President is the President’s “right hand person.” The Vice- President must be up to date on all communication and events. The responsibilities of the Vice-President include but are not limited to: communicating frequently with the President; assisting the President with oversight of the club; supervising club meeting in the absence of the President; and representing the club at Student Government Association meeting in the absence of the President.
* **Secretary**: The Secretary is responsible for keeping accurate membership records by taking attendance at the start of every meeting. The names of new attendees will be recorded, and after they attend 3 meetings, membership request form will be issued for the attendee to fill out. During elections, the Secretary will work with the Advisor(s) to verify the eligibility of members interested in running for an officer position. Accurate membership records are vital. The Secretary is also responsible for scheduling room reservations for each meeting and for printing/sharing meeting agendas. If printed copies are needed, they may work with the Advisor(s) to ensure that paper copies are available at each meeting. During meetings, the Secretary is expected to keep notes of the meeting.
* **Treasurer**: The Treasurer is responsible for managing the organization’s finances. They will work closely with the President and Event Coordinator(s) to fulfill and submit orders for supplies in a timely manner. The Treasurer is also responsible for submitting a summary of the organization’s finances at every scheduled meeting. If needed, officers may request information about the organization’s finances and the Treasurer will provide that information in a timely manner. During fundraising events, the Treasurer will be responsible for managing, safekeeping, and depositing any funds collected.
* **Event Coordinator**: The Event Coordinator(s) will work closely with the President and Vice-President in the planning of events. The Event Coordinator(s) is/are responsible for forming committees and identifying committee chairs to ensure that events are successful. Committee chairs will report directly to the Event Coordinator(s) and the Event Coordinator(s) will report directly to the President and Vice-President. When needed, the Event Coordinator(s) will work with the Treasurer to ensure that supplies for an event are ordered and acquired in a timely manner. During regular scheduled meetings, the Event Coordinator(s) will share information on the progress of an event and the work being carried out by all committees. Along with these responsibilities, the Event Coordinator(s) is/are responsible for the following:

**Section 5: Other Leadership Positions:**

 The President may appoint club members to the following leadership position: Student Outreach Officer. The duties of this position is at the discretion of the President. This position must be confirmed at a club meeting and have a term of one semester. A student may hold this leadership position more than once.

**Section 6: Removal of Officers:**

 If an officer fails to fulfill their obligations a removal process may be initiated. The first action will include a meeting between the Advisor(s), President, and the officer in question, in hopes of finding a suitable resolution. If the problem continues, the organization’s leadership may put their removal up for a vote. If ¾ of the officers support the removal, the officer in question will be removed from their position.

**Section 7: Officer vacancies:**

 Officer vacancies may be filled by the other officers appointing a new officer, which will be confirmed by a vote of the membership at the next club meeting. If there are no returning club officers at the beginning of a semester, the Advisor(s) may appoint the President & Vice-President, who will be confirmed at the next club meeting. In this particular case, the only qualification for holding an officer position is that they must be a student at Lone Star College-CyFair or an associated center.

**Section 8:Advisor Responsibilities:**

Help officers understand their roles, duties, and responsibilities, including meeting deadlines for required forms, attending required meetings, etc. Help officers and club members understand and abide by Risk Management protocols. Help officers and members know where to find Risk Management protocols and the importance of abiding by them in club-related events.

**Article V: ELECTIONS**

**Section 1: Time of Elections:**

Elections will take place three weeks before the end of the fall or spring semester. Plurality voting will determine the organization’s new leadership.

**Section 2: Election Procedures:**Candidate receiving the simple majoritywill be declared the winner.

**Section 3: Run-off Election Procedures:** The sitting President shall cast the tie-breaking vote.

**Section 4: Recall:** A petition of one-half of the total number of members shall be cause for a recall election. The offense must be in writing and submitted by a member. A recall election shall be held at the next regular business meeting after presentation of the recall position and shall be conducted as a special election. Recall will require a favorable vote of two-thirds of the voting membership.

**Article VI: MEETINGS**

**Section 1: Meeting time/date/location:**

 The time, date and place of all regular meetings shall be determined by the President, except for the first meeting each semester. The first meeting each semester will be scheduled by the Advisor(s).

**Section 2: Frequency of meetings:** Determined by the President.

**Section 3: Special Meetings:** The President may call special meetings (such as officer meeting), which may only involve a few club members.

**Section 4: Quorum for regular and special meetings shall be:** At least 4 students must be present for any voting pertaining to the club.

**Section 5:** Rules of procedure for this organization shall be *Robert’s Rules of Order.*

**Article VII: FINANCES**

**Section 1:** Fiscal operating year for this organization is September 1-August 31, same as Lone Star College.

**Section 2: Dues:** There are no membership dues for this organization.

**Article VIII: AMENDMENTS**

**Section 1:** Proposed constitutional amendments or changes shall be presented to the organization in writing, one meeting before they are voted on.

**Section 2:** Approval by simple majority of the voting members present at a regular meeting shall pass a proposed change. The change shall be put into effect after approval from the Advisor(s) and the Director of Student Life.

**Article IX: RATIFICATION AND ENACTMENT**

This constitution shall become the official governing document of the organization, upon ratification by a simple majority vote of the membership in attendance, and approval and acceptance by the appropriate recognizing body of Lone Star College-CyFair, and the MEN Advisor.