**Math Club Constitution**

**Lone Star College-CyFair**

**Article I Name**

The name of this organization is Math Club.

**Article II Purpose**

The purpose of this club is to promote interest in mathematics for students at Lone Star College-CyFair.

**Article III Membership**

*Section 1* Any registered student (full or part-time) at Lone Star College-CyFair or associated center who is in good standing with the College and has interests in line with this club may become a member.

*Section 2* In order 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.

**Article IV Officers**

*Section 1* Officer positions for Math Club include President and Vice-President.

*Section 2* Other Leadership Positions: The President may appoint club members to the following leadership positions: Secretary, Historian, Treasurer, and Event Coordinator. A student may hold one of these leadership positions more than once.

*Section 3* Qualifications for holding office:

* Must be a student at Lone Star College-CyFair or an associated center.
* Candidates for officer positions may be self-nominated or may be nominated by other members.

*Section 4* Term of Office: Each officer position will have a term length of two semesters starting from Fall 2025. Any officer elected prior to that date will serve a term length of 1 semester. An officer may be elected more than once. If an officer has no desire to continue in their officer role but is still a Lone Star College-CyFair student, they must assist with the officer handover as a member and teach future officers how to run the organization.

*Section 5* Duties of Officers and Other Leadership Positions:

* President: The President is the primary student contact for the Math Club and is the external spokesperson for the group, who interacts with other campus organizations and LSC-CyFair officials. Responsibilities include, but are not limited to: communicating frequently with the Math Club Advisor(s), leading meetings, and coordinating and supervising all Math Club events.
* Vice President: The Vice President is the President’s “right-hand person.” The Vice President must be up-to-date on all Math Club communication and events. Responsibilities include, but are not limited to: communicating frequently with the President, assisting the President with oversight of the Math Club, serving as a liaison with other LSC or community contacts, and supervising Math Club meetings in the absence of the President
* Secretary: The Secretary acts as the behind-the-scenes helper for the Math Club. Responsibilities include, but are not limited to: submitting all required paperwork for student organization maintenance and renewal, posting reminders and sharing deadlines with members about meetings and events, organizing documents.

• Treasurer: The Treasurer is responsible for managing the financial affairs of the Math Club. Responsibilities include, but are not limited to: maintaining accurate financial records, preparing the annual budget, tracking income and expenses, and providing financial reports to the club during meetings.

•  Historian: The Historian is responsible for documenting the activities and achievements of the Math Club. Responsibilities include, but are not limited to: maintaining a record of events through photos and written summaries, compiling an annual report highlighting the club’s accomplishments, and managing the club’s social media presence to showcase events and updates.

* Event Coordinator: The Event Coordinator is the primary officer responsible for planning and coordinating Math Club events. Responsibilities include, but are not limited to: creating posters for meetings and events, booking venues for meetings and events, and promoting all Math Club activities.
* It is the responsibility of each officer to represent Math Club at Student Government Association meetings.

*Section 6* Removal from Office:

If any officer, including the President, fails to perform their assigned duties, the remaining officers may vote to remove that officer from their position. A vote for removal will be finalized if at least ⅗ of the other officers agree. This agreement is considered sufficient for the officer’s removal. The voting process will be conducted through a Microsoft Form, which will include the name of the voting officer, the name of the officer proposed for removal, and a statement clarifying the reason for removal. The form will be sent to and overseen by the Math Club Advisor(s). Once the ⅗ agreement is reached and the form is submitted, the Advisor(s) will have full authority to remove the officer from their position, making the final decision without any further steps required.

*Section 7* Officer vacancy:

If any officer is removed from their position, a meeting will be called in which the remaining officers are responsible for selecting individuals to fill the vacant roles. Any current officer may nominate themselves or be nominated by others for a new position. However, the final selection of candidates for positions, such as President, Vice President, Secretary, and so on, must be approved by unanimous consent of all officers present at the meeting. If there are no returning club officers at the beginning of a semester, the Math Club Advisor(s) may appoint individuals to any vacant officer positions, who will be confirmed at the next club meeting. In such cases, the only qualification for holding an officer position is that the individual must be a student at Lone Star College-CyFair or an associated center, in good standing with the College.

**Article V Elections**

*Section 1* Prior to Fall 2025, officer elections will be held at the beginning of each semester. Starting Fall 2025, elections will be held only at the beginning of each fall semester.

*Section 2* Candidates receiving a simple majority will be declared the winner. In the event of a tie, the sitting President shall cast the tie-breaking vote.

*Section 3* Starting Fall 2025, officers elected in the fall semester will serve a term of two semesters.

**Article VI Meetings**

*Section 1* The time, date, and place of all regular meetings shall be determined by the President in coordination with the other officers, with the exception of the first meeting each semester. The first meeting each semester will be scheduled by the President and Advisor(s).

*Section 2* The frequency of meetings will be determined by the President.

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

*Section 4* Rules of procedure for Math Club shall be *Roberts Rules of Order*.

**Article VII Finances**

*Section 1* Fiscal Operating year for Math Club is September 1-August 31; the same as Lone Star College.

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

**Article VIII Member Grievances**

If any club member feels they are having an issue pertaining to the club, they are encouraged to speak with the club officers. In the event they are unable to speak with the club officers, they should speak with the club’s Advisor(s). In the event that neither is possible, they are encouraged to speak with members of Student Life.

**Article IX Amendments**

*Section 1* Proposed constitutional amendments shall be presented to the organization before they may be voted on.

*Section 2* Approval by a simple majority of the voting members present at a regular meeting shall pass a proposed change.

*Section 3* The change shall be put into effect immediately unless otherwise stipulated in the amendment, and upon approval from the Math Club Advisor(s) and the Director of Student Life.