

**Macon State College
Recognized Student Organization
Constitution**

ARTICLE I NAME AND PURPOSE

A. The name of this student organization shall be “Macon State College Student Branch, American Society for Quality” and the purpose of this organization shall be to foster the professional and intellectual development of its members and advance the knowledge of its members in regards to the ASQ bodies of knowledge.

B. This organization will support the mission of the Office of Student Life and Macon State College and will subscribe to the policies and procedures of the University System of Georgia and Macon State College.

ARTICLE II MEMBERSHIP

A. Active membership is confined to regularly enrolled Macon State College students who have a minimum academic load of three (3) hours during each semester of participation.

B. Membership will not be denied because of race, national origin, color, sex, age, religion, or disability.

ARTICLE III OFFICERS

A. Officers of this organization will be:

- a. Student Chair
- b. Student Vice Chair
- c. Student Secretary
- d. Student Treasurer

B. The duties of each officer shall be:

a. Duties of the Student Chair shall be to:

- i. Call and conduct meetings
- ii. Establish goals and objectives for the organization
- iii. Regularly monitor and report on progress towards the goals and objectives to the Advisor(s)
- iv. Recruit new members
- v. Recommend members for officer positions to the Advisor(s)

b. Duties of the Student Vice Chair shall be to:

- i. Act on behalf of the Student Chair if called upon by the Student Chair
- ii. Complete any duties assigned by the Student Chair
- iii. Recruit new members

iv. Recommend members for officer positions to the Advisor(s)

c. Duties of the Student Secretary shall be to:

- i. Maintain minutes and other records of meetings and other activities
- ii. Maintain an accurate roster of the names and contact information of all of the members
- iii. Recruit new members
- iv. Recommend members for officer positions to the Advisor(s)
- v. Complete other duties as assigned by the Student Chair
- d. Duties of the Student Treasurer shall be to:
 - i. Maintain an accounting of all revenues and expenses for the organization
 - ii. Maintain compliance with the requirements of Article VI below.
 - iii. Maintain compliance with financial reporting requirements for the American Society for Quality
 - iv. Recruit new members
 - v. Recommend members for officer positions to the Advisor(s)
 - vi. Complete other duties as assigned by the Student Chair
- C. All students holding an elected or appointed position of leadership and acting as an officer of this organization must maintain a 2.0 cumulative grade point average (GPA) and must be enrolled at Macon State College during the length of service.
- D. Officers of this organization shall be appointed by the Advisor(s).

ARTICLE IV MEETINGS

- A. This organization shall meet regularly during the Fall and Spring Semesters. Meetings during the Summer Semester will be held as needed.
- B. All meetings, including the dates, times, and locations will be confirmed with the Office of Student Life prior to publication and/or announcement of these meetings.

ARTICLE V FACULTY/STAFF ADVISOR

- A. Dr. Anthony L. Patti shall serve as the faculty advisor for this organization. He/she accepts the responsibilities of the advisor and will approve all events and activities of this organization.

ARTICLE VI REVENUE

- A. All monies collected from membership dues and from all fundraisers must be deposited into the organization's MSC dues account. These deposits will be made through the MSC Business Office as soon as possible after the monies have been collected.
- B. No petty cash or slush funds will be kept by any member or advisor of this organization.

C. All fundraisers will be approved by the Office of Student Life at least two week prior to the actual event and will follow all of the guidelines as outlined in the RSO recognition process.

D. Any funding provided to this group by the Middle Georgia Section of the American Society for Quality or its affiliates is not considered “monies collected” per Section A of this Article.

ARTICLE VII RATIFICATION

A. This constitution is subject to the approval by the proposed student membership, the Macon State College Student Government Association, the Office of Student Life, and the Dean of Students.

ARTICLE VIII BY-LAWS

A. This constitution may be supplemented with By-Laws which pertain to the above articles.

B. An electronic and paper copy of any and all By-Laws will be filed with the Office of Student Life.

ARTICLE IX AMENDMENTS/SUPPLEMENTS

A. A written notice will be presented to the membership of this organization at a regular meeting to amend or supplement any part of this constitution. The proposed amendment/supplement will be voted upon no sooner than the next regularly scheduled meeting and must receive two-thirds majority vote of all members in good standing.

B. Any amendments/supplements to this constitution will then be submitted to the Office of Student Life for approval.

This constitution was approved by SGA 1/24/11