

Macon State College Accounting Association Constitution

Article I: Name and Purpose

- a.) The name of this organization shall be the Macon State College (synonymous with MSC) Accounting Association.
- b.) The objectives of the MSC Accounting Association are:
 - a. To provide a forum within our academic environment for the exchange of ideas, information, and knowledge between student members and the business and accounting community.
 - b. To further the understanding of the accounting field in conjunction with MSC and the University System of Georgia.
 - c. To become better acquainted with the accounting profession.
- c.) This organization will support the mission of 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.) Membership shall be granted to all individuals who satisfy the following constitutional constraints:
 - a. Members must be regularly enrolled Macon State College students who have a minimum academic load of three hours per semester, or a faculty or staff member of MSC.
 - b. Members must maintain an academic grade point average of 2.0 overall and 2.5 in the Accounting curriculum.
 - c. Members must be prompt in the paying of required dues.
 - d. Members must present themselves and conduct their activities in a professional manner.
 - e. Members must maintain active fellowship within the organization.
 - f. Membership once granted can be terminated under constitutional procedure or self-resignation.
- b.) Membership will not be denied because of race, national origin, color, sex, age, religion or disability.

Article III: Officers and Leadership Structure

- a) Each officer shall serve one full year for the elected office position so long as the officer does not forfeit his/her eligibility to stay in office or be voted out. Officers of this organization will be:
 - a. President
 - b. Vice-President
 - c. Secretary
 - d. Treasurer
 - e. Project Coordinator
- b) The duties of each officer shall be:
 - a. The president shall preside over all meetings and call executive meetings. The president will also be responsible for guiding the membership in the development and execution of the program.

- b. The vice-president shall assist the president in the performance of prescribed duties and act in president's stead in the event of his or her absence or incapacity.
- c. The secretary shall record the minutes of all meetings, keep track of memberships, inform the membership of all association activities, and render reports to the membership as directed by the president. The secretary shall also be required to have a hard copy of the Constitution, bylaws, and latest newsletter on hand at all meetings.
- d. The treasurer shall be responsible for the receipt and disbursement of all funds, maintain an accurate record of accounts, and render reports to the membership as directed by the president.
- e. The project coordinator will be responsible for planning and coordinating all projects, help to schedule meetings, schedule guest speakers, schedule fund raisers, and other projects as necessary.
- 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 and must be enrolled at MSC during the length of service.
- d) The election of new officers shall be held preceding the last meeting of the Spring Semester. Association officers-elect shall be installed during the last meeting of the Spring Semester, with retiring officers or faculty advisor(s) conducting the installation. The term of office shall be from Fall Semester through the Spring Semester.

Article IV: Meetings

- a.) This organization shall meet monthly during the Fall and Spring semesters, with the exception of the month of finals. Meetings during the Summer Semester will be held as needed. Meetings will be scheduled as far in advance as possible in order to insure enough notice to all members.
- 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.
- c.) There shall be a requirement of all members to attend the scheduled monthly meetings unless brought to the attention of an officer or faculty advisor, or if there were/are extraordinary conditions behind the reason of absence.

Article V: Faculty Advisor

- a.) One full-time faculty or staff member shall serve as the primary advisor and shall be approved by his/her supervisor and through the Executive Committee of the Academic Council.
- b.) The advisor will serve as an advocate for the MSC Accounting Association and will help to facilitate a smooth transition from one year's student leadership to the next. The organization will keep the

advisor informed of all meetings, activities, plans, and events.

c.) Dr. Harry McAlum shall serve as the faculty advisor for this organization and in doing so, accepts the responsibilities of the advisor.

Article VI: Revenue

a.) All monies collected from membership dues and from all fundraisers must be deposited into the organization's dues account. These deposits will be made through the MSC Business Office as soon as possible after the monies have been collected.

b.) Annual dues, for Fall and Spring Semesters, are \$20. If a student joins during the Spring Semester, the dues will be \$10.

c.) No petty cash or slush funds will be kept by any member or advisor of this organization.

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

e.) Donations are defined as any revenues accrued without effort of the organization. These effort-free revenues are subject to the same terms and conditions as revenues outlined in Section A of Article IV.

Article VII: Ratification

a.) This constitution is subject to approval of the proposed student membership, the endorsement of the Macon State College Student Government Association, and final approval by 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 may be presented to the membership at a regular meeting to amend or supplement any part of this constitution.

b) The proposed amendment/supplement will be voted upon no sooner than the next regularly scheduled meeting.

c) An amendment/supplement must receive a majority vote of two-thirds (2/3) of the members present and in good standing.

d) Additionally, any changes made to the constitution shall be approved and endorsed by the MSC Student Government Association, the Office of Student Life, and the Dean of Students.