**Preamble**

We, the members of the Mathematics Student Colloquium Committee do hereby establish this Constitution in order that our purpose be realized to its fullest extent.

**Article I – Name**

The name of the organization will be Mathematics Student Colloquium Committee, henceforth referred to as the MSCC.

**Article II - Purpose**

The MSCC is established for the purpose of giving both graduate students and advanced undergraduates the opportunity to hear and interact with speakers from across the country, providing information and perspective possibly relevant to their graduate and postgraduate careers.

**Article III – Basic Policies**

Section 1. The organization shall be non-commercial.

Section 2. The name of the organization or the names of any members in their official capacities shall not be used in connection with a commercial concern.

Section 3. The organization shall cooperate with Louisiana State University to support the improvement of education in ways that will not interfere with administration of the University.

Section 4. The organization may cooperate with other organizations and agencies, but persons representing the organization in such matters shall make no commitments that bind the organization.

Section 5. The organization agrees to abide by all University polices and local, state and federal laws.

**Article IV – Membership**

Section 1. Any LSU student, faculty member, or staff member who subscribes to the purpose and basic policies of the organization may become a member of this organization, subject only to compliance with the provisions of the constitution.

Section 2. Active membership is restricted to LSU students. Associate membership is restricted to LSU faculty and staff. Associate members are non-voting members.

Section 3. A member will be considered inactive if they fail to have proper attendance, to be determined by the officers of the organization. A member may shift from inactive to active if they once again meet the attendance requirement.

Section 4. The organization shall conduct an annual enrollment of members, but persons may be admitted to membership at any time by registering with the club secretary.

Section 5. Only members in good standing with the organization shall be eligible to participate in its business meetings or to serve in any of its elective or appointive positions. With respect to the MSCC, a student in good standing is defined one who is not on academic probation and is on the official club roster.

Section 6. Membership in the MSCC shall require no dues. The organization shall seek funding from outside sources which can include, but are not limited to, the Mathematics Department at LSU, the Student Government's Programming, Support and Initiatives Fund, the Student Senate, or outside grants.

Section 7. In the event that the MSCC becomes inactive, all monies left in the treasury after all outstanding debts and claims have been paid shall return to their sources in accordance with the all relevant policies and procedures.

**Article V – Officers and Their Election**

Section 1. To be eligible to be elected to, appointed to, or to hold an office or be a standing committee chairperson, a student must:

A. Must be enrolled as a full-time student at LSU;

B. Must be in good standing with the University, have at least a 2.0 cumulative GPA, and must not be restricted from obtaining or occupying a position of leadership by Student Advocacy and Accountability;

C. Must meet all other reasonable academic standards established by the student organization and included in the organization’s constitution and/or bylaws.

Section 2. The officers of this organization shall include a president, a vice-president, a secretary, a treasurer.

Section 3. The duties of the officers are as follows:

A. The president shall run the regular meetings of the committee; shall perform such other duties as may be prescribed in the constitution or are assigned by the membership; and shall coordinate the work of the officers.

B. The vice-president shall act as aide to the president and shall perform the duties of the president in the absence or inability of that officer to serve; shall update the constitution each year if necessary to conform to Campus Life standards; and shall perform other such duties as may be delegated.

C. The secretary shall keep record of the active membership of the MSCC; shall oversee all publicity for the MSCC events; and shall perform other duties as may be delegated.

D. The treasurer shall receive all monies of the organization; shall keep an accurate record of receipts and expenditures; shall pay out local funds in accordance with the approved budget as authorized by the organization; and shall perform other duties as may be delegated.

E. The faculty advisor shall serve as a resource and support mechanism for the officers and members of the organization. The faculty advisor should attend regular meetings and other events as necessary.

Section 4. The elections process for the above officers shall be as follows:

A. Officers shall be elected by secret ballot annually at the last regular meeting of the organization. The candidate receiving a simple majority vote shall be the new officer.

B. Officers shall assume their official duties at the close of the last regular meeting of the academic year and shall serve for a term of one year and/or until their successors are elected.

C. Each candidate must express intent to run at the last regular meeting to be on the ballot.

Section 6. A vacancy occurring in any office shall be filled for the non-expired term by a person elected by majority vote of the membership.

Section 7. Any officer of the MSCC in violation of the MSCC's purpose or constitution may be removed from office by the following process:

A. A written request by at least three members of the MSCC shall be submitted to the president, unless the president is being removed. In this case, the request shall be submitted to the vice-president.

B. Written notification shall be presented to the officer of the request, asking the officer to be present at the next meeting and prepared to speak

C. A two-thirds simple majority vote of members in good standing is necessary to remove the officer.

**Article VI - Meetings**

Section 1. Meetings will be held based on the schedule of visiting speakers. Meetings will be held before each speaker's visit. In addition, there will be an annual meeting to discuss invitations to possible speakers.

Section 2. Twenty-five percent of active members present shall constitute a quorum for the transaction of business in any meeting of the organization.

Section 3. The privilege of holding office, introducing motions, debating, and voting shall be limited to active members.

**Article VII – Executive Committee**

Section 1. The Executive Committee shall consist of the officers of the organization, and the chairperson of each standing committee.

Section 2. The duties of the Executive Committee shall be to transact necessary business between regular organization meetings and such business as may be referred to it by the organization to approve the plans of work of each standing committee chairperson; and to present a report at the regular meeting of the organization.

Section 3. The executive committee will meet as needed at the beginning of the semester and before events.

**Article VIII – Standing and Special Committees**

Section 1. Standing committees shall be created by the Executive Committee as may be required to promote the objects and interests of the organization. The chairperson of the standing committee shall be appointed by the Executive Committee. Their terms in office shall be one year.

Section 2. The chairperson of each standing committee shall present plans of work to the Executive Committee, and no work shall be undertaken without the approval of the Executive Committee. Any vacancies occurring in the chairpersonship of a standing committee shall be filled by the Executive Committee.

Section 3. The vice-president shall be an ex-officio member of all committees except the nominating committee.

**Article IX – Parliamentary Authority**

The most current edition of Robert’s Rules of Order Newly Revised shall govern the meetings and other activities of the organization in all matters to which applicable and attainable, and which they are not inconsistent with this constitution.

**Article X – Amendments**

Section 1. Any active member of the MSCC may present a written proposal for an amendment of this constitution to the president. The proposed amendment shall be announced at the next regular meeting and voted on at the subsequent meeting.

Section 2. This constitution may be amended at any regular meeting of the organization by a two-thirds vote of the members present and voting, provided that notice of the proposed amendment shall have been given at the previous meeting and that the proposed amendment shall be subject to approval of the Dean of Students or his/her designee.

**Article XI – Annual Requirements**

The MSCC will apply to Campus Life for registration on an annual basis two weeks after the MSCC’s new officer elections.

**Article XII – Appeals and Due Process**

Section 1: Removal Process an Executive Board Member

A. The President has the authority to terminate any officer position upon repeated dereliction of duty using the process as follows:

1. The negligent exec board member must be put on notice of their dereliction of duty.

2. The President must give expectations for correction of the problem as well as a reasonable date for expected improvement.

3. If said expected improvement is not met, the President may terminate the Executive Board member and appoint another in their place.

4. In cases of severe neglect of duty, the President must terminate the guilty party immediately and appoint a replacement if deemed necessary.

a. This termination process may or may not include the executive board member being put on notice of their dereliction of duty.

B. The term of office of an elected official may be terminated by impeachment during the fall or spring semesters for failure to maintain their responsibilities and qualifications as specified in this constitution.

1. The President will oversee all impeachment proceedings unless the President is being impeached, in which case the proceedings will be chaired by gavel order, so long as that executive board member is also not under review for being removed from their position.

2. Formal charges must be filed to the General Assembly at a regularly scheduled meeting. Charges must be formal, specific, and in written form including a petition of support from an absolute majority of the voting members of the General Assembly.

3. The vote to impeach will be held at a special meeting immediately following the subsequent regularly scheduled General Assembly meeting. Only voting members and other allowable personnel per the latest edition of Robert’s Rules of Order will be in attendance at the special meeting. If the impeachment is ratified by an absolute two-thirds vote of the voting members of the General Assembly, the official will be dismissed.

C. If the President or Vice President critically violates the terms set forth by the constitution in such a manner that is detrimental to the organization when the General Assembly is not in session, the following process will occur

1. The individual’s behavior may then be brought to and reviewed by a committee consisting of the following members:

a. The organization advisor;

b. Any exec board members who are not under review, if applicable.

2. The committee will interview the President or Vice President that is in violation of the terms set forth by the constitution.

a. The alleged board member will have the chance to present any additional documentation

b. The alleged board member retains the right to an advisor during the meeting.

3. Upon conclusion of the meeting, the committee will deliberate and vote on whether the board member should be removed or not.

a. The vote must deliver an absolute majority in order to proceed with termination.

b. The final decision must be delivered in writing to the alleged board member within 10 business days of the initial meeting.

D. If an executive board member is removed from office during their current term due to termination, impeachment, or removal due to non-GPA related issues, they will no longer be eligible for any following academic term.

1. The terminated executive board member has the right to appeal to the decision following the appeals process in Section 2 of this Article.

Section 2: Appeal

A. If an executive board member who was removed from their position would like to appeal that decision, they must follow this outlined process:

1. The appeal request must be submitted in writing to the organization advisor within 5 business days of the decision being delivered.

a. Said appeal must include an identification of who the appealing student is and what decision they are appealing.

2. Upon receiving the request for appeal, the advisor will determine if they are able to serve as the chairperson for this appeal.

a. If necessary, the advisor may recuse themselves from the meeting and appoint a replacement chairperson for the appeal.

3. Once the chairperson is determined, the chairperson will select two additional members within the organization to form an appeal committee.

4. The appeal chairperson will schedule an appeal meeting with the removed executive board member within 15 business days of the request for appeal.

5. The appeal committee will request and receive from the organization any and all documentation regarding the decision for removal.

a. If the appeal committee feel it is pertinent, they may interview organization members who may provide additional insight to the circumstances for removal.

6. During the appeal meeting, the removed executive board member will present their case for appeal, including any documentation they may have for the situation.

a. The removed executive board member retains the right to an advisor during the meeting.

7. The appeal committee will deliberate and deliver a final decision within 10 business days. Said decision will be delivered in writing to the removed executive board member.