

# **CONSTITUTION AND BYLAWS OF EXCELLENT EDUCATORS AT EASTERN (E<sup>3</sup>)**

## **ARTICLE I – NAME OF THE ORGANIZATION**

SECTION 1: The name of this organization shall be Excellent Educators at Eastern (aka E<sup>3</sup>).

## **ARTICLE II – PURPOSES OF THE ORGANIZATION**

SECTION 2: E<sup>3</sup> shall be a pre-professional teacher education organization. In its nature, it shall have four major roles: teaching, learning, disseminating and maintaining knowledge, and community service.

SECTION 3: The purpose of E<sup>3</sup>, hereafter referred to as the Organization, shall be to provide a nucleus of support for, and to promote quality leadership for pre-professional teacher education students in affiliation with Eastern Oregon University.

SECTION 4: This purpose shall be accomplished through personal preparation for teaching; through knowledge of student, home and school; and through service to the Organization, the college and the community.

SECTION 5: E<sup>3</sup> is committed to elevating the profession of teaching, promoting the enrichment of the individual through learning, and enhancing the quality of the democratic way of life.

## **ARTICLE III – MEMBERSHIP**

SECTION 1: Scope of membership. Membership in E<sup>3</sup> shall be open to all eligible enrolled students at EOU who are interested in the pursuit of a career in education.

SECTION 2: Membership eligibility. To be eligible for membership an individual must:

- A. Declare a commitment to the accomplishment of E<sup>3</sup>'s goals and objectives.
- B. Be an enrolled student in good standing at EOU.
- C. Pay the current year's dues.

SECTION 3: Continuation of membership in the Organization shall be continued as long as the individual is enrolled at EOU and maintains good academic standing, or until the individual, in accordance with the Bylaws:

- A. Requests withdrawal.
- B. Is automatically withdrawn because of non-payment of current year's dues.
- C. Is expelled by the Organization or University.

SECTION 4: Individuals whose membership is terminated by expulsion shall not be eligible for reinstatement. All others may be reinstated according to procedures and Bylaws.

SECTION 5: Recruitment, orientation and ceremony times and dates may be set by the Executive Committee.

Obligations Pending.

#### **ARTICLE IV – STATEMENT OF NON-DISCRIMINATION (required)**

The practices and policies of E<sup>3</sup> do not:

SECTION 1: Exclude from being hired, or otherwise discriminate against any individual with respect to his/her compensation, terms, condition, or privileges of employment, because of such individual's race, color, creed, religion, age, sex, Disable Veteran or Vietnam Veteran.

SECTION 2: Exclude or expel from membership or limit membership because of such individual's race, color, creed, religion, age, sex, national origin, handicap, sexual orientation or status as a Disabled Veteran or Vietnam Veteran.

\*Amendment to Title IX of the Education Amendments of 1972. The Senate amendment amends Section 901(a) of the Education Amendments of 1972 (Public Law 92-318,86 Stat. 373), relating to the prohibition of sex discrimination to provide that Section 901 shall not apply to membership practices of:

1. certain social fraternities and social sororities consisting primarily of students in attendance at an institution of higher education; and
2. voluntary youth service organizations including the YMCA, the YWCA, Girl Scouts, Campfire girls and Boy Scouts, the membership of which traditionally has been limited to persons of one sex and to persons 19 years of age or less.

#### **ARTICLE V – OFFICERS OF THE ORGANIZATION**

SECTION 1: Leadership Positions:  
A.) Co-Presidents (2)  
B.) Secretary/Treasurer  
C.) Membership Coordinator

SECTION 2: Qualifications for holding office:  
A.) Be a member.  
B.) Returning the next year and on campus fall term following the election.  
C.) Serve until succeeded.  
D.) High commitment to the Organization.  
E.) Must attend meetings.  
F.) Give the Organization high priority in the management of his/her time.

SECTION 3: The term of office shall be from the May general meeting to the May general meeting of the following year.

SECTION 4:

Responsibilities of officers

**Co-Presidents**

Exercise general supervision of the Organization. Share in presiding over all meetings including Executive Committee Meetings. Ensure that programs begin on time and end punctually and that all materials are available; arrange for speakers, as necessary. Supervise all Organization activities. Represent the Organization in its relationships with other organizations. Collect suggestions and explore various program ideas. Appoint committees as provided in the Bylaws. Plan programs that serve the needs of the Organization. Evaluate effectiveness of the Organization at the end of each meeting and at the end of the year. Be aware of program talent within the Organization and resource people. Install new officers. Meet and counsel with new officers in their organizational meetings. Provide for balloting in accordance with this Constitution and Bylaws. Vote only to break a tie. Work in harmony with the advisor(s).

**Secretary/Treasurer**

Preside at meetings in the absence of both Co-Presidents or upon request. Chair the Executive Committee in the absence of the Co-Presidents. Maintain close contact with all officers. Maintain a file of all official communications and bulletins. Supervise mailings. Assist the Co-Presidents in notifying members of upcoming events. Prepare official correspondence of the Organization. Record minutes at all meetings. Provide a copy of minutes from previous meeting for approval at each subsequent meeting. Prepare an alphabetical list of members and their contact information. Maintain up-to-date accurate and detailed records of all transactions and accounts. Receive and deposit all monies without delay. Issue a receipt for cash received. Disperse monies upon direction of the Executive Committee. Pay all received bills promptly. Be prepared to present a statement of financial status at each meeting. Submit financial records for audit at the end of each fiscal year or at any time requested by a Co-President, the Executive Committee, or an Advisor.

**Membership Coordinator**

Maintain close contact with all officers. Record minutes of meeting in absence of Secretary. Maintain public relations. Keep record of members. Attend and organize members for club fairs and other promotional events. Generate creative ideas towards recruiting new members.

SECTION 5:

Termination of an officer. An officer may be removed from office by two-thirds majority vote of the Executive Committee for either of the following reasons:

- A. Consistent failure to meet the stated obligations of the office.
- B. Consistent behavior reflecting negatively on the Organization.
- C. Consistently missing meetings and/or failure of duties.

## ARTICLE VI – EXECUTIVE COMMITTEE

SECTION 1: The Executive Committee shall consist of the Organization’s elected officer and advisors.

SECTION 2: Responsibilities of the Executive Committee:

Serve as the official board of the Organization. Oversee Executive Committee and Organization policies; formulate questions of policy for presentation to the Organization. Fill all vacancies in the elective officers occurring between elections. Act upon routine matters of business between scheduled meetings. Approve the disbursement of funds for invoices submitted. Hear, investigate, and act upon recall petitions which may require removal of an officer according to the Bylaws in this Constitution.

SECTION 3: Voting and Passing of Motions.

A simple majority vote shall be necessary to pass motions, except for budget approval and recall petitions considered by the Executive Committee.

A two-thirds majority of the full Executive Committee shall be necessary to approve the Organization’s budget and to act upon recall petitions.

## ARTICLE VII – ELECTIONS

SECTION 1: Nominations and elections of officers shall be in accordance with the procedures established by the Executive Committee, approved by the Organization advisor, and in accordance with this Constitution and Bylaws.

SECTION 2: Installation shall be held at the May general meeting. A simple majority of members present and voting shall be required for election of officers.

SECTION 3: Those candidates not elected to office shall be provided the opportunity to fill the head positions of committees within the Organization.

Purposes of these positions shall be to provide executive coverage during times when elected members are involved in student teaching.

Members filling such positions:

- A. May participate, but shall have no vote at executive meetings.
- B. Must be members.
- C. Are not specifically assigned to any office.

## **ARTICLE VIII – MEETINGS**

- SECTION 1: Monthly meetings shall be held during the academic year, as determined by the Executive Committee.
- SECTION 2: Either President, or any two members of the Executive Committee, may call special meetings as may be deemed necessary at such times and places as determined.

## **ARTICLE IX – DUES**

- SECTION 1: Dues shall be set by the Executive Committee. Any changes in dues must be approved before the end of the academic year to become effective the following fiscal year.

## **ARTICLE X – ADVISORS TO THE ORGANIZATION**

- SECTION 1: Responsibilities of the Advisor(s) shall be:
- A. Be readily available to the Organization and Executive Committee for advising upon request. Advisors are not required to attend all meetings.
  - B. Oversee academic standing of all members of the Organization.
  - C. Encourage interest in and participation in the Organization of behalf of students.
  - D. Call for corrective action when this Constitution and Bylaws, or school policies, are violated.

## **ARTICLE XI – AMENDMENTS**

- SECTION 1: Amendments to this Constitution may be suggested, in a manner here-in-after provided, by a member.
- SECTION 2: Amendments must be presented to the Executive Committee before being submitted to the general membership for consideration.
- SECTION 3: It shall be the duty of the Executive Committee to report suggested amendments in the style and form of this Constitution. The report of the Executive Committee shall also include the original suggestions.
- SECTION 4: Notice must be given to the general membership regarding proposed amendment to the Constitutions one scheduled meeting prior to the actual vote.
- SECTION 5: This Constitution may be amended by a two-thirds majority vote of the membership at a scheduled meeting.

## ARTICLE XII – ENACTING CLAUSE

SECTION 1: The Constitution shall become effective upon approval by the Student Affairs Committee of Eastern Oregon University.

## BYLAWS

### ARTICLE I – MEMBERSHIP

SECTION 1: Membership in E<sup>3</sup> is open to all students in good academic standing attending EOU. An interest in teaching as a career is encouraged, but not mandatory.

SECTION 2: All students attending EOU at least part time are eligible to be members of the Organization. Students not attending EOU may join E<sup>3</sup>, but must petition the Executive Committee prior to being granted membership.

SECTION 3: Rights of Members. All members in good standing will have voting privileges, and will be included in all social functions of the Organization.

SECTION 4: Expulsion. The Executive Committee, along with the advisors, is in charge of investigating any allegations of misconduct on a case-by-case basis.

SECTION 5: Demit and Reinstatement. Any member in good standing may file a written request with the Executive Committee for a demit. Withdrawal from membership will be automatic upon receipt of the demit. No refund of dues will be made.

A member, who demits, may be reinstated (unless membership was terminated by expulsion) by requesting reinstatement from and getting the approval of the Executive Committee and Advisor.

### ARTICLE II – ELECTION PROCEDURES

SECTION 1: Members may be self-nominated or nominated by another member to run for an office.

SECTION 2: A simple majority of votes cast at the designated meeting will be required to elect an officer. In the event that no candidate receives a majority, a run-off election will be conducted. The run-off election will be between the two candidates receiving the greatest number of votes for a given office on the first ballot.

### ARTICLE III – MEETINGS

SECTION 1: A general meeting will require presence of at least one of the Co-Presidents, or an acting officer.

SECTION 2: Minutes will be recorded at all meetings, and an attendance roster will be circulated at each general meeting to record the names of all persons attending.

The roster will serve two functions:

- A.) Attendance records.
- B.) Recruitment of new members.

All general meetings will be advertised and posted to include the time and place.

SECTION 3: An Executive Committee meeting will require at least one Co-President (or designee) and an advisor, upon request.

Minutes will be recorded at all Executive Committee meetings.

One of the Co-Presidents (or designee) will notify all Executive Committee officers of the time and place of such meetings.

SECTION 4: More than two absences from general membership meetings by an officer in an academic year will be cause for the Executive Committee to consider possible removal from office.

SECTION 5: No single member may volunteer the services of the Organization.

#### **ARTICLE IV – DUES**

SECTION 1: An Organization account will be open and active at all times as required by EOU regulations.

SECTION 2: Funds accumulated by the Organization's treasury, after all bills and expenses have been paid, will belong to the entire membership.

SECTION 3: Annual dues of \$5.00 per year will be collected at a general meeting.

SECTION 4: Dues are non-refundable.

#### **ARTICLE V – IMPEACHMENT**

SECTION 1: The Executive Committee and at least one Advisor will review impeachment of officers on a case-by-case basis.

#### **ARTICLE VI – AMENDMENTS**

SECTION 1: Amendments to the Bylaws will be submitted at a general meeting of the Organization and will be voted on at the following general meeting. A two-thirds vote of the members present shall be required for adoption.