

*Constitution of the College of Natural Resources
North Carolina State University*

Article I. Name

The name of this organization shall be The College of Natural Resources Council (hereafter referred to as the Council).

Article II. Purpose

The purpose of this organization shall be to promote an overall unity among the students of the different departments of the College of Natural Resources, to provide a body to administrate and consider items of common or individual interest to any and all departments, to administer and budget the student funds allocated to the College, to encourage greater cooperation and communication between students and faculty in the College, to provide one unified voice of all the student of the College, and promote a higher learning degree of cooperation among the various student councils on the campus NCSU.

Article III. Membership

Section 1. The members of the Council shall be:

- A. Student Government senators from the College of Natural Resources.
- B. One representative from each recognized club or organization of the College. A recognized organization shall be one that is recognized by the University. These representatives shall be appointed no later than spring break of each year.
- C. "Ex Officio Members" – along with the members listed above (A-C), there may be up to four additional members because those elected to an office serve a second year as an "Ex Officio" member (See Article IV). Student Government senators are also serving as an officer of the Council, they will continue to represent that office rather than serving as an "Ex Officio" member.

Section 2. Length of Membership

Council members normally will serve one-year terms. New members elected in the spring shall be required to attend the remaining meetings of the outgoing Council. Organizations must select their Council representatives for the following academic year no later than early March (prior to spring break). All members shall serve April through March. The new members will be installed at the last meeting of the Council for the academic year.

Section 3.

If any one person is duly constituted to serve as a representative from two or more sources, he shall relinquish all but one of these positions. If a representative from a club or organization vacates his seat on this Council, the club or organization he represents shall replace him.

Section 4.

There shall be at least one (1) faculty advisor appointed by the Dean of the College of Natural Resources.

Article IV. Officers

A. Officers of the Council shall be: President, Vice President, Secretary and Treasurer.

B. Officers shall be elected by the members of the Council by secret ballot during the first meeting of April each year. Nominees must be members of the Council in good standing.

C. Officers – elect shall be installed as officers of the Council at the last meeting of the spring semester, following their election. If a representative from a club/organization is elected as an officer of the Council, a new member should be appointed to represent their respective organization.

D. In the event that the President resigns or must be replaced, the Vice President shall succeed the President, and a new Vice President shall be elected. All other vacancies in elected offices shall be filled immediately by election of new officers by members of the Council.

Article V. Duties of the Officers

Section 1. It shall be the duty of the President to:

- A. Call all meetings to order and preside at each meeting.
- B. Appoint any Standing and all Special Committees of the Council.
- C. Provide for or instigate any other matter, which is deemed necessary for proper and efficient proceedings within the Council.
- D. Perform as needed miscellaneous duties (e.g. participation in meetings of Dean's College Administrative Council).
- E. Provide the Council with a resume of yearly activities at the last meeting of Council in the spring.

Section 2. It shall be the duty of the Vice President to:

- A. Preside at any meeting which is the President is absent.
- B. Assist the President in any way the President may request.
- C. Be a member of the Social Functions Committee.
- D. Help with miscellaneous committee assignments as the need arises.

Section 3. It shall be the duty of the Secretary to:

- A. Record the proceedings of each meeting and the attendance of each representative.
- B. Provide that these recordings are available to the students and faculty of the School.
- C. Conduct any correspondence that shall be necessary as directed by the Council or by the President.
- D. Perform all other duties of the Secretary.

Section 4. It shall be the duty of the Treasurer to:

- A. Be responsible for and keep a record of all funds and expenditures of the Council.
- B. Be able to report the financial status of the Council at any meeting if asked to do so by any member.
- C. Provide the Council with a complete and accurate financial statement showing yearly income, expenditures, etc., at the last meeting of the council in the spring.
- D. Perform all other duties of the Treasurer.

Section 5.

It shall be the duties of the faculty advisor to act as liaison between the Council, and the faculty and administration, and to be present at each meeting.

Article VI. Meetings and Quorum

Section 1.

Regularly scheduled meetings shall be at least once a month at a time convenient to the members of the Council. All Council members should be made aware of the meeting time, place, and date. Special meetings may be called by the President.

Section 2.

A quorum shall be at least 2/3 of the total membership of the Council. If a quorum is not present, official business cannot be conducted. However, any necessary discussion may be held. Anyone outside the club/organization representatives from the College of Natural Resources is invited to attend and contribute at each scheduled meeting but shall not be a voting member.

Article VII. Finances

Section 1.

The Council shall carry over the fall budget into the spring semester and shall delegate the funds during a budget meeting held during that spring semester. Funds will then be available for the fall semester.

Section 2.

All groups interested in the requesting of monies from the Council shall submit a request to the Council during the annual budget meeting held in the fall.

Section 3.

Any funds remaining at the close of the year shall be carried over for the treasury of the following year.

Article VIII. Publications

Section 1.

Each year the Council shall determine what student publications (if any) are sponsored.

Section 2.

If a publication comparable in size and complexity to a student yearbook is sponsored, the Council shall appoint an editorial staff composed of an editor and staff.

Section 3.

The Editorial staff shall be responsible for the overall management and editing duties associated with the production of the publication, including possible advertisement sales.

Section 4.

Payment of the editor and staff shall be made from funds derived from advertising and other approved sources. Funds up to \$750 (seven hundred and fifty dollars) shall be divided equally among the editor and any staff.

Section 5.

Each year, the Council shall vote whether or not to charge students a nominal fee for the publication (a charge is not mandatory).

Section 6.

Charges to people other than students of the College of Natural Resources for publications shall be at least equal to the total cost of one publication; all funds go to the Council.

Section 7.

The Council shall vote upon the amount of Council funds allocated to the current publication.

Article IX. Adoption of the Constitution

The Constitution shall go into effect immediately upon ratification by a vote of $\frac{3}{4}$ of the Council.

Article X. Amendments

The Constitution and By-Laws may be amended when said amendments are passed by a $\frac{3}{4}$ vote of the Council.

BY-LAWS

ARTICLE I. Attendance

Section 1.

Attendance shall be taken. Each club must be represented at every meeting, preferably by the same person (representative from each club/organization) in order to be eligible for allotment of funds at the budget meeting.

Section 2.

If three unexcused absences occur at any time during the year, penalty shall be expulsion from the Council and no money will be allotted to this club/organization at the annual budget meeting. The club/organization will be eligible again for Council funding upon acceptable attendance during the following year.

Revised: Spring 2003

Effective: Fall 2003