H.O.P.E.S. CLUB Constitution
(Hispanic Organization Promoting Engineering & Science)

BC Student Organization Constitution
Bakersfield College

Preamble:
We, the members of H.O.P.E.S. Club, do hereby establish this Constitution in order that our purpose is realized to its fullest extent.

Article I. Name
(H.O.P.E.S. CLUB)
Section 1. Hispanic Organization Promoting Engineering and Science
The name of the organization will be H.O.P.E.S. henceforth referred to as H.O.P.E.S. Club. This Organization is established for the expressed purpose of uniting under-represented and low-income minorities in engineering and science fields. This organization is an entity that is initiated and directed by a group of current Bakersfield College students who share a common goal in all STEM fields. Student Organizations must registered with the Office of Student Life in accordance with these policies and procedures. H.O.P.E.S. Club understands and is committed to fulfilling its responsibilities of abiding by Student Government Association at Bakersfield College, Bakersfield College, Kern Community College District policies.

Article II. Purpose
(Mission Statement)
Section 1
The sole purpose of the H.O.P.E.S. Club is to help talented, bright students further enhance their academic and professional career in their chosen STEM (Science, Technology, Engineering, and Mathematics) field. The intention is that when these students transfer to their respected universities, their leadership skills can make them successful students wherever they go. This year, scholarships will be given out to the most outstanding and well-rounded students.

Section 2.
Hazing encompasses any action or activity that does not contribute to the positive development of a person; which inflicts or intends to cause physical or mental harm or anxieties; and/or which demeans, degrades, or disgraces any person regardless of location, intent, or consent of participants. Hazing can also
be defined as any action or situation that intentionally or unintentionally endangers a student for admission to, or affiliation with, any Student Organization. In keeping with the commitment to a positive academic environment, the Bakersfield College community is unconditionally opposed to any situation created intentionally to produce mental or physical discomfort, embarrassment, harassment, or ridicule. Respect and cooperation among peers within registered Student Organizations is a guaranteed right that all students possess, regardless of race, religion, gender, sex, sexual orientation, accessibility, or national origin.

Article III. Membership
(Qualification for membership)
Section 1.
Memberships shall be open and only restricted to all students at Bakersfield College that are STEM major. Voting privileges shall be restricted to “regular” membership, which shall be available only to the Bakersfield College students. All officers must be Bakersfield College students. Dues are $5 and shall be paid each semester. To be an active member, member must attend at least 75% of all meetings during a given semester.

This organization shall meet at least once a week, beginning within two weeks of the start of the fall term and continuing throughout the year at the same regularity so long as this organization continues to remain registered under the registration policy and guidelines. The decision to require meetings during vacations period and summers will be bake by the membership at the regular or called meeting.

Section 2.
A member can remain in H.O.P.E.S. Club if the member fails to pay dues. However, he or she will not be allowed to attend any activity such as field trips if dues have not been paid. A member must pay dues in order to attend an activity provided by the H.O.P.E.S. Club.

Section 3.
This organization complies with all federal laws, executive orders and state regulations pertaining thereto and does not discriminate on the basis of disability, race, color, religion, nation origin, age, sex, or Vietnam veteran era status, except in the case of designated fraternal organizations which are exempted by federal law from Title IX Regulations concerning discrimination on the basis of sex.

Article IV. Officers
(Duties)
Section 1.
H.O.P.E.S Club will be governed by the following means:
President: The President (or other designated officer) shall be a Bakersfield College Student and shall provide guidance, direction and support for the organization in pursuit of its goals and objectives. The president shall also have the specific powers to call a general or special meeting and be responsible for the conduct of such meetings. An elected President will preside at all meetings. The President will maintain the power to appoint all committee chairpersons, shall present all motions to the body present and shall be present at 90% of the meetings. The elected President also does the paperwork needed for the club.

   **Vice President:** The Vice President (or other designated officer) shall assume the duties of the president in the event of the president’s absence. The vice president shall be a Bakersfield College student. The Vice President's duties shall be to preside at all meetings and functions that the President cannot attend. The Vice President also helps with paperwork needed for the club.

   **Treasurer:** The Treasurer (or other designated officer) shall keep an accurate record of all financial transactions of the Student Organization. This officer shall collect dues, arrange for payment of debts and keep a current account of the financial status of the organizations. The Treasurer shall be a Bakersfield College student.

   **Secretary:** The Secretary (or other designated officer) shall keep an accurate record of all proceedings of the Student Organization. The Secretary shall be responsible for notifying all active members of all meetings and provide copies of the minutes of the previous meetings to all members present at each meeting. The Secretary shall be a Bakersfield College student. The Secretary shall be responsible for sending copies of the agenda and minutes to the SGA.

   **Intercollegiate Council Representative (ICC Representative):** The ICC Representative (or other designated officer) shall attend all meetings conducted by BC SGA Student Organization. The ICC Representative shall be responsible for notifying all active members and officers of what goes on in the meetings and provide opportunities for the club to grow on the Bakersfield College campus.

   **Event Coordinator:** The Event Coordinator is responsible for creating events and social gatherings within the club. He or she will set up meetings or events for the sole purpose of the club to grow as well as creating leaders among the process.

Student Organization Advisor: The organization shall have a Student Organization Advisor who shall be a member of the Bakersfield College Faculty or Staff. Specific responsibilities of the advisor shall be to: regularly attend general and executive board meetings; provide guidance to the officers; receive all financial statements and oversee all financial transactions of the organization; ensure that officers meet the minimum requirements for holding office as established by the College and the organization’s constitution and bylaws; provide advice regarding membership selection procedures and responsibilities;
review and sign the organization’s annual registration packet; and provide reasonable guidance, leadership, and advice.

Article V. Operations
(Processes)
Section 1.
Meetings: All meetings will occur on a weekly basis or other regular basis at a time selected and will follow the procedure set forth below:
1. Attendance
2. Report by the President
3. Committee reports
4. Vote on all committee motions and decisions
5. Any other business put forward by the members of the club
6. Dismissal by the President

Election of Officers: All officers shall be elected by a majority vote of eligible voting members of H.O.P.E.S. Club. All elections will be held on an annual basis during every end of spring semester. The President will take nominations from the floor, the nomination process must be closed and the movement seconded. The nominated parties will be allowed to vote. All voting shall be done by secret ballot to be collected and tabulated by the Secretary (or designated individual) and one voting member appointed by the outgoing President. No officer may serve more than two consecutive terms. Elections shall be held each spring semester prior to the conclusion of that term. Nominations shall come from the membership at a regular (called) meeting. Winners shall be determined by a majority vote from the membership present provided that a majority of the membership is in attendance. All officers cannot miss more than 3 club meetings or they will be relieved from their duties.

Removal of Officers: In the case where officers’ posts become vacant due to a cause other than impeachment, then replacement shall be according to the normal procedure: nomination from the floor and majority vote.
Any officer in violation of the organization’s purpose or constitution may be removed from office by the following process:
1. A written request by at least three members of the organization
2. Written notification to the officer of the request, asking the officer to be present at the next meeting and prepared to speak
3. Discussion by the membership in regular or called meeting where a majority of the membership is in attendance;
4. Opportunity for the accused to testify and/or defend;
5. Motion to impeach followed by a second; and
6. Three-fourths voting plurality at said meeting in support of the impeachment.
Quorum: the number of persons required to hold a bona fide meeting shall be a majority of the registered membership (meaning one more than half of the registered membership).

Voting: All official Student Organization decisions shall require a simple majority vote of the membership present at either a regular or called meeting provided a majority of the membership is present; with the exception of a regular or called meeting provided a majority of the membership is present; with the exception of impeachment votes which require a three-fourths vote plurality, and amendments which require two-thirds plurality. Those members meeting all requirements of active membership as set forth in Article III will be granted voting privileges.

Article VI. Finances
(Budgets and Monies)
Section 1.
H.O.P.E.S. Club will finance the activities it engages in by the following means:
Membership dues (appropriate amount set). The Student Organization will contact the Office of Student Life before obligating College funds (including initiating, purchasing or committing funds) and to adhere to the BC’s Procurement Process. The Student Organization may NOT have a bank account outside the College. The President, Treasurer, and Student Organization Advisor agree to attend financial meetings as needed. Student Organization agrees to maintain a detailed budget and understand that the members are liable for overdrafts. If there are insufficient funds to cover bills accrued on the organization’s behalf, the officers and Student Organization Advisor responsible at the time of incurring these costs agree to pay such expenses. The members of the organization agree to contact the Office of Student Life to develop fundraising strategies that comply with the College and Foundation policies and procedures prior to soliciting or receiving.

Article VII. Amendments
Section 1.
The constitution is binding to all members of the H.O.P.E.S. Club. But the constitution is not binding unto itself. Amendments to the constitution may be proposed in writing by any voting member at any meeting at which two-thirds (2/3) of the voting members is present. These amendments will be placed on the agenda for the next regular meeting of the executive council or other officer grouping. Proposed amendments will become effective following approval of two-thirds (2/3)-majority vote of active members. Amendments shall come from the floor at any regular or called meeting, provided a majority of the membership is in attendance.

Amendments require:

1. Motion
2. Second
3. Discussion
4. Two-thirds voting plurality
Said amendments shall be submitted to the Office of Student Life.

Article VIII. Registration Renewal
Section 1.
H.O.P.E.S. Club will apply to the Office of Student Life for registration on an annual basis one month after H.O.P.E.S. Club’s new officer elections. Active registered status commences when the Student Organization has completed the requirements for registration. This status continues until the first day of September of the each academic year.