

## **Tech Terry Scholar Bylaws**

- I. Organization Name
  - a. The name of the organization shall be the Tech Terry Scholars.
  - b. This organization is categorized as an academic student organization at Texas Tech University.
  
- II. Objectives
  - a. The objectives of the organization shall be:
    - i. To provide a community for members of the Tech Terry Scholars.
    - ii. To promote community service, leadership, and academic success of the members
    - iii. To provide a forum for the presentation of innovative ideas for the benefit of the University community.
  
- III. Membership
  - a. Only students who have been named a “Terry Scholar” by the Terry Foundation in Houston, Texas are eligible to be active members in the Tech Terry Scholars.
  
- IV. Officers
  - a. The executive officers shall consist of: President, Vice President, Secretary, Treasurer, and Historian.
    - i. The executive office positions span one school year, but officers may be re-elected to serve multiple terms.
    - ii. All scholars are eligible to run for an office position.
  - b. The duties of the executive officers are as follows:
    - i. The duties of the President shall be:
      - To preside over Tech Terry Scholar meetings, appoint committee members.
      - To apply for renewal as a registered student organization, with the assistance of the secretary and immediate past president.
      - To call any special or emergency meetings of either the executive board or the general membership.
      - To assist in any all duties regarding the operation of the organization
    - ii. The duties of Vice President shall be:
      - To assume the duties of the President in case of the President’s absence.
      - To assume the office of President in the event of a vacancy of office.
      - Assist with the operation of the organization.
    - iii. The duties of Secretary shall be:
      - To keep accurate minutes of the Tech Terry Scholar meetings and executive committee meetings.

- To furnish copies of the minutes to all members, executive board and organization advisor.
  - To assist the president with registration of the organization each year.
  - To take roll at general meetings.
- iv. The duties of the Treasurer shall be:
- To assess, at the beginning of the term of office, all policies and procedures related to the Tech Terry Scholar bank account and to be aware of any changes thereof, and also to inform the members of the executive board of such policies and procedures;
  - To keep accurate record of the organization's budget, income and expenditures;
  - To prepare financial reports as called by the president;
  - To prepare an annual/semester budget (with the advice and cooperation of other board members) requiring majority approval of those members present at a regular executive board meeting.
  - The Treasurer shall also serve as a member of the Fundraising Committee.
- v. The duties of the Historian shall be:
- To take pictures at all Tech Terry Scholar functions.
  - To make photos available to the Terry Foundation, Honors College, and for use in the Tech Terry Scholar organization.
- c. Elections for officer positions will be held each year.
- ii. Election protocol is subject to the executive board and ultimately to the advisor
- d. Recall of Officers
- iii. Officers are subject to recall for malfeasance in office.
- iv. Recall procedures will be initiated at the request of five active members.
- v. A hearing will be conducted at a regular meeting for the presentation of evidence from all concerned parties.
- vi. A majority of those active members voting in a recall at the end of the hearing is necessary to remove any office.

## V. Appointed Officers and Duties

- a. Advisor
- i. The advisor of the Tech Terry Scholars shall be appointed by the Texas Tech University. The duties of the advisor shall be to aid the students in coordinating the Tech Terry Scholars activities and to foster better communication between the Terry Scholars.
- b. Committee Chairs

- i. The executive board shall appoint, or by majority vote of Tech Terry Scholar members, committee chairs to the standing committees unless otherwise specified.

VI. Committees

- a. Executive officers may appoint standing and ad hoc committees as needed.
- b. Officers or members of the Tech Terry Scholars who observe a need for standing or ad hoc committees not previously observed by the executive officers may propose a committee to the organization which will then be subject to a vote by all Tech Terry Scholar members.
- c. Committee chairs shall have the right to delegate as many or as few members of their committee as seen fit by the executive officers.

VII. Meetings

- a. Regular meetings shall be held at a regular time as decided at the beginning of each semester.
- b. Special meetings may be held at any time when called for by the President or a majority of Tech Terry Scholar members.
- c. Agendas shall be provided at least one (1) day in advance and may be obtained through the President of the organization.

VIII. Voting

- a. A majority of Tech Terry Scholar members constitutes a quorum. In absence of a quorum, no formal action shall be taken except to adjourn the issue to a subsequent date.
  - i. In Tech Terry Scholar functions, a quorum will be defined as one over 1/3 of membership
- b. Passage of a motion requires a simple majority (i.e., one more than half the members present or most votes wins).

IX. Conflict of Interest

- a. Any member of the organization who has a financial, personal, or official interest in, or conflict (or appearance of a conflict) with any matter pending before the organization, of such nature that it prevents or may prevent that member from acting on the matter in an impartial manner, will offer to the organization to voluntarily excuse him/herself and will vacate his seat and refrain from discussion and voting on said item.
- b. Organization members are subject to common courtesy and manners when a conflict of interest or opinion arises. No attack upon any person, whether verbally or physically, will be acceptable. The President has the right to excuse abusive members from the event.

X. Fiscal Policies

- a. The fiscal year of the organization shall start on move-in day of the Terry Scholars until move-out day for the same school year.

- b. No financial obligations to the members of Tech Terry Scholars shall be presented as a dues for membership. Membership is free and is only open to undergraduate students who have been named Terry Scholars.

XI. Amendments

- a. These bylaws may be amended by a members present at any meeting, provided a quorum (1 over 1/3 members) is present and provided a copy of the proposed amendment(s) are distributed to each organization member at least one week prior to said meeting.

XII. Not-For-Profit Statement

- a. The Tech Terry Scholars is a not-for-profit organization.

XIII. Statement of Non-Discrimination

- a. This organization shall not discriminate on the basis of age, color, ethnicity, gender, national origin, disability or handicap, race, religion, sexual orientation, Vietnam Era veteran status, etc. This policy will include, but is not limited to, membership, organization activities or opportunities to hold office.

XIV. Statement of Non-Hazing

- a. This organization will not engage in hazing, participate in hazing, or commit any act that causes or is likely to cause bodily danger, physical harm, or personal degradation or disgrace resulting in physical or mental harm to any fellow student or person attending the institution.

XV. Statement of Compliance with Campus Regulations

- a. This organization shall comply with all University and campus policies and regulations and local, state, and federal laws.
  - i. Members who do not comply with these policies will be subject to review by the advisor and Terry Foundation in Houston, Texas.