

CONSTITUTION FOR GC SHADES OF GREEN
KNOWN AS GC-SOG
GEORGIA COLLEGE & STATE UNIVERSITY

ARTICLE I. NAME AND PURPOSE

Section A: NAME

Part 1. The official name for this organization is GC Shades of Green

Part 2. This organization will use the name or its acronym, GC-SOG, in all publicity materials and correspondence.

Section B: MISSION PURPOSE

Part 1. GC-SOG is an organization that creates and puts on events focused on the promotion of environmental sustainability. GC-SOG brings in businesses, guest speakers, and initiatives to campus to talk about and/or demonstrate sustainable practices and career opportunities in this field.

Part 2. GC-SOG is an autonomous entity that is housed under the umbrella of the Office of Sustainability. The Office of Sustainability does not regulate the activities of the GC-SOG.

Part 3. GC-SOG activities are intended to open up to the field of sustainability to the GC community in order to ignite a passion and provide networking opportunities for a career path they may or may not have already been considering.

Part 4. All GC-SOG Board members plan events and recommend business and guest presenters to talk about and/or demonstrate their sustainable initiatives. GC-SOG Internal Board consists of the Executive Board made up of currently employed faculty and staff from the across the GC campus and a GC Junior Board consists of currently enrolled students at GC regardless of major. GC-SOG External Board members consists of alumni and global community members who have significant interest in environmental sustainability and whose actions are congruent with the mission of the GC-SOG.

Part 5. Advertising for GC-SOG events occur continually throughout the academic year to create awareness of GC-SOG opportunities being held on the GC campus. Advertisements are campus-wide so that students, faculty, and staff across all majors become aware of GC-SOG educational and networking opportunities. Advertisements and public relationship pieces will extend beyond the GC campus before and after (if relevant) events periodically throughout the academic year.

Part 5. Well-recognized companies and organizations will be invited upon a majority vote of the internal and external Boards to participate in GC-SOG events. The purpose of company and organizational participation in GC-SOG on the GC campus is to create

significant interest that engages large numbers of GC students, faculty, staff and members of the community at large bring awareness, changes in attitudes, and behaviors as they relate to environmental sustainability

Part 6. All activities of GC-SOG must be directed toward these above purposes.

ARTICLE II.MEMBERSHIP

Section A: REQUIREMENTS

Part 1. General Membership: All currently enrolled GC students and currently employed faculty and staff may seek membership in GC-SOG. General membership does not hold voting rights on constitutional or funding matters. All members are encouraged to make a monetary donation (no amount specified) to the foundation account each year as well as donate of their time and talents.

Part 2. Internal Boards: Consists of a Junior Board (currently enrolled GC students) and Executive Board (GC staff, and faculty). Only the Executive Board has full voting rights.

Part 2a. Membership in GC-SOG and all privileges, including the possibility for election to an officer position on the Executive Board, will be extended to all currently enrolled GC faculty/staff without regard to age, ethnicity, gender, disability, color, national origin, race, religion, sexual orientation, or veteran status.

Part 2b. Membership in GC-SOG will be extended to all currently enrolled GC students without regard to age, ethnicity, gender, disability, color, national origin, race, religion, sexual orientation, or veteran status.

Part 2c. The Junior Board members hold all of the rights of the Internal Board, except voting on: election of Executive Board officers, revisions or ratification of the GC-SOG constitution, and the recipient of the Emma Brodzik Scholarship.

Part 3. External Board: Consists of alumni, alumnae, business leaders, external graduate students enrolled in any accredited institutions with course or research interest in sustainability, and university level educators from outside of GC with expertise and interest in sustainability. Do not hold voting rights on membership, election of Executive Board officers, revisions or ratification of the GC-SOG constitution, and the recipient of the Emma Brodzik Scholarship.

Part 4. General Membership: To become a member of GC-SOG, potential members are required to demonstrate support for the GC-SOG organization's mission.

Part 4a. To remain a member, one must demonstrate significant support for the GC-SOG mission over the time of their membership.

Part 4b. General membership of individuals currently employed as staff or faculty of GC are eligible to run for office on the GC-SOG Executive Board.

Part 5. GC-SOG Sponsored Events: All currently enrolled students, both undergraduate and graduate, and faculty and staff are eligible to serve as volunteers for GC-SOG events. GC SOG volunteers for events will be selected as to the relevance of their disciplines and skills needed for each individual event. There is a limit of 20 - 30 student volunteers per SOG event. Those who want to participate on an event, but did not have the skills needed for a particular event will have priority placement on following events where their skills are needed. Sponsored event membership is temporary and members hold no voting privileges.

Part 6. All members of GC-SOG are required to have any out of pocket expenses approved by the Executive Board Finance Committee and Executive Board Chair before any commitment of the GC-SOG funds can be made.

Section B. RIGHTS

Part 1. All members are eligible to attend all meetings and events produced or sponsored by GC-SOG.

Part 2. If a fee is charged to attend a particular event, the membership will establish a fee scale for voting members, non-voting members, and others as appropriate.

Part 3. Members do not have the right to personally profit in any way from any of the events, initiatives, and/or membership in the GC-SOG.

Part 4. Membership in GC-SOG is a privilege and is not intended to foster any one member's individual agenda, but instead bring forward sustainability education and opportunities that are in alignment with the mission of the GC-SOG and GC.

Section C. WITHDRAWAL OF MEMBERSHIP

Part 1. Members may have their membership withdrawn for failure to adhere to the requirements for membership as stated above.

Part 2. A simple majority vote of the quorum of membership at a regular or special meeting shall be sufficient to withdraw membership.

Part 3. Members to be voted upon in this regard will be notified of the intention to do so in writing at least one week prior to the meeting at which the vote will be taken.

ARTICLE III. OFFICERS OF THE EXECUTIVE BOARD

Section A: OFFICER TITLES

Internal Executive Board:

Executive Board Chair
Executive Board Chair Elect
Executive Board Secretary
Executive Board Finance Chair
Executive Board Advertising and Promotion Chair
Executive Board Event Chair

Section B. EXECUTIVE BOARD DUTIES

Part 1. The Board Chair or the Chair Elect will chair all meetings of GC-SOG and will call special meetings as needed. The chairs will vote on GC-SOG matters only in case of a tie. The Board Secretary or his or her designate will take, record, and file meetings minutes, as well as produce all official correspondence for the organization. Minutes of the meetings will be stored in the “GC-SOG” portal on Outlook SharePoint or other designated storage location. Minutes are open for public viewing. The Event Chair will work closely with the Office of Sustainability to identify and plan events and/or exhibitions. The Advertising and Promotions Chair will solicit members for the Advertising and Promotions committee to GC-SOG and its events and exhibitions through traditional media, social media, and the GC-SOG website. The faculty, staff, junior, and external board members will work to increase membership at events, participate in events, and support GC-SOG in other ways as needed.

All officers will collaborate on GC-SOG activities.

Section C. EXECUTIVE BOARD OFFICER TERMS

Part 1. Executive Board Officers will be elected by a majority vote of the Internal Boards present at the meeting.

Part 1a. The Executive Board Chair will serve a three-year term for no more than two consecutive terms.

Part 1b. The Executive Board Chair Elect will serve a three-year term, which will begin in the beginning of the third year of the Executive Board Chair’s term and continue for two years after.

Part 2. All other Internal Board positions will be three years in length except for the Internal Junior Board, which will be one year in length. All of these Board positions have an option of serving a second term at the will of the Internal Board.

Section D. REQUIREMENTS FOR RUNNING FOR AND HOLDING OFFICE

Part 1. All officers and candidates for office must be currently employed or retired GC faculty or staff.

Part 2. In order to hold the positions of Chair or Chair Elect of the Executive Board, the faculty or staff member must have advised or coordinated a successful GC-SOG event within the previous three years and be an active member of GC-SOG.

Section D. NOMINATIONS AND ELECTIONS OF EXECUTIVE BOARD OFFICERS

Part 1. Nominations for all Executive Board offices will be taken from the floor at the last meeting of the spring semester each academic year.

Part 2. Any members may make a nomination, including self-nomination if he or she meets the criteria for the position.

Part 3. Nominations may be made, after the call for nominations opens and up to the election meeting in which the vote occurs.

Part 4. A majority vote of the membership present at that the voting meeting is sufficient to elect an officer. For the annual election, each nominee must be present at the election for his or her candidacy to be considered valid. If there are more than two candidates for a position and no candidate receives a majority, there will be a run-off vote between the top two vote recipients by email ballot of the membership.

Part 5. There shall be no minimum required attendance at regular meetings for a meeting to occur. However, at least one officer must be present to lead the meeting.

Section E. REMOVAL FROM OFFICE OF THE EXECUTIVE BOARD

Part 1. Officers may be removed from office for failure to perform duties or for violation of membership clause.

Part 2. Officers to be voted upon in this regard will be notified of the intention to do so in writing at least one week prior to the meeting at which the vote will be taken.

Part 3. A two-thirds majority of quorum of those members eligible to vote must be present at a regularly scheduled meeting shall be sufficient for removal from office.

Section F. TERMS OF OFFICER VACANCIES OF THE EXECUTIVE BOARD

Part 1. Should a vacancy in any office occur, there will be another nomination procedure and election for the vacant office other than that of the Executive Board Chair. In the case of the Executive Board Chair position, the Executive Chair Elect will step into the Executive Board Chair's position.

Part 2. Upon a vacancy of the Executive Board Chair Elect position to fulfill the duties of the vacated Executive Board Chair position, the other Executive Board members will complete all tasks of the Executive Board Chair Elect position until a new Executive Board Chair Elect is chosen to fill the vacated the position.

Part 3. Any other vacated positions on the Executive Board will be replaced through a special election of the remaining Internal members eligible for the position. Self-nomination is acceptable.

ARTICLE IV. MEETINGS

Section A. REGULAR MEETINGS

Part 1. Regular meetings will be held once a quarter; time and date depends on the best dates and time availability of the majority of GC-SOG members for that semester. Meeting frequency of some or all of the membership may increase closer to planned events in order to ensure complete preparation for the event.

Section B: SPECIAL MEETINGS

Part 1. Special meetings may be called by any combination of three of the officers. Notice of special meetings must be communicated to all members at least 72 hours in advance of the meeting.

ARTICLE V. COMMITTEES

Section A. EVENT PREPARATION COMMITTEE

Part 1. The purpose of this committee is to organize the supplies for GC-SOG events. A running inventory of all collected items must be kept at all times.

Section B. FINANCE COMMITTEE

Part 1. The purpose of this committee is to gather monetary donations, which will be applied towards the overall cost of a GC-SOG event, and to pay for additional supplies needed for trips.

Section C. EVENT PLANNING COMMITTEE

Part 1. The purpose of this committee is to work with the GC Office of Sustainability to identify guest presenters for events and exhibitions; and recruit and supervise volunteers to manage and work events, advertise and promote events and/or exhibitions, and to participate in the planning, management and work required to make events and/or exhibitions successful.

OTHER COMMITTEES

Part 1. Other committees may be appointed by a majority vote of the members at a regular meeting of GC-SOG. (Communications, Newsletters, Web Site)

Part 2. In appointing such committees, GC-SOG members must specify the purpose and chair or co-chair of that committee, and establish its duration.

ARTICLE VI. AFFILIATIONS

Section A. GEORGIA COLLEGE & STATE UNIVERSITY (GC)

Part 1. This organization is a recognized faculty and student organization of Georgia College & State University, but is not part of the University itself.

Part 2. In all correspondence and business transactions, it may refer to itself as an organization at GC, but not as part of GC itself.

Part 3. GC-SOG accepts full financial and production responsibility for all activities it sponsors.

Part 4. GC-SOG agrees to abide by all pertinent GC policies and regulations. Where GC policies and regulations and those of GC-SOG differ, the policies and regulations of GC will take precedence.

Part 5. GC-SOG recognizes and understands that the GC assumes no legal liability for the actions of the organization. Further, the university is not providing blanket indemnification insurance coverage for any activities of the organization, unless those activities expressly benefit and further the goals of the university, and have received prior review, approval, and consent of Campus Activities, Risk Management, and/or General Counsel.

Section B. EMMA BRODZIK SCHOLARSHIP

Part 1. Scholarship applications will be reviewed by the GC-SOG Executive Board at the end of the fall semester each academic year. All applications will be blind reviewed by voting members of the GC-SOG and recommendations brought forward to the GC-SOG Executive Board.

Part 2. All applications reviewed must meet the requirements set forth in the scholarship.

Part 3. The final scholarship award decision will be made by a majority vote of the GC-SOG Executive Board. The GC-SOG Executive Board will give weighed consideration of the recommendations from the GC-SOG Junior Board.

Part 4. Scholarships will be awarded for the spring semester of the following year.

Section C. GC-SOG FOUNDATION ACCOUNT #F20064

Part 1. The Office of Sustainability and the Chair of the GC-SOG will be the official signatories for any withdrawals or purchases from the foundation account.

Part 2. All purchases or withdrawals must be approved by a majority of the Internal Board members present at the meeting in which the purchase or withdrawal is recommended.

Part 3. Members are encouraged to contribute to the foundation account and to seek donations from other interested parties.

Part 4. Funding from any source cannot come with any stipulations on how the funding will be spent nor can it be tied to any political or organizational agenda.

Part 5. An update on funds in the account and any expenditure must be reported by the Executive Board Finance Officer at every regularly scheduled meeting.

ARTICLE VII. BY-LAWS AND AMENDMENTS

Section A. BY-LAWS

Part 1. By-laws can be added to this constitution by a simple majority vote of the entire membership at a regular meeting of GC-SOG.

Part 2. This constitution takes precedence over any and all by-laws and previous constitutions.

Section B. AMENDMENTS

Part 1. This constitution can be amended by a two-thirds vote of the entire membership at a regular meeting of GC-SOG.

Part 2. Notification of such a motion must be made to members at least one meeting in advance of the one in which the actual vote is taken. Notification is deemed acceptable by posting the notice on the GC SOG website.