

**Triangle Association
of
Illinois State University**

CONSTITUTION

ARTICLE I Name and Purpose

Section 1

The name of this organization will be Triangle Association.

Section 2

The Triangle Association is a non-profit association of Gay, Lesbian, Bisexual, and Transgendered (GLBT) employees and allies at Illinois State University.

Section 3

The main objectives of the Triangle Association are:

1. to represent GLBT faculty and staff at Illinois State University.
2. to promote communication among GLBT employees on campus, as well as among other groups and university organizations, including developing and celebrating educational, social and cultural activities that will promote safety, sensitivity and understanding in and about the GLBT community both on and off campus.
3. to develop and encourage cooperative relationships in the academic environment and with student organizations, such as PRIDE, Connections, and the Office of Intercultural Programs & Services.
4. to assist the University Administration with the recruitment and retention of GLBT employees.

ARTICLE II Membership

Membership in Triangle Association constitutes a commitment to inclusiveness, openness, and dues paying participation. Dues are \$10.00 per academic year. Dues shall be paid to the treasurer within 60 days of the beginning of the academic year.

Section 1

Full Member:

Full members of Triangle Association will be current employees, including graduate assistants, of Illinois State University.

Section 2

Associate Member:

Associate members of Triangle Association will be non-employee participants willing to accept the purposes of the Association and adhere themselves to this constitution.

Section 3

Honorary Member:

Honorary membership in Triangle Association will be determined by member nomination and Executive Board approval.

ARTICLE III Government

Section 1

General Assembly - Constitutes the meeting of all the dues paid Full members of the association.

Section 2

The General Assembly will approve and authorize motions by majority (50%+1 members present).

Section 3

The General Assembly has the following functions:

1. will act to amend this constitution as necessary,
2. will oversee the compliance of the by-laws of the constitution by the Executive Board, and
3. will act in whatever necessary ways to guarantee the orderly functioning of the association.

Section 4

The General Assembly will meet as deemed necessary during the year. Within the first 30 days of the academic year the Triangle Association will convene in order to elect officers for the year. The meeting will be convened by the outgoing President.

Section 5

The Executive Board will execute the administrative and government functions of the association, under the authority of the General Assembly.

Section 6

The Executive Board is charged with the following:

1. will direct the administration of the association taking legal and necessary measures.
2. will plan and implement the general election,
3. will assume all powers of the membership in case of emergency, and
4. will convene extraordinary or special meetings considered necessary, by electronic notification to the General Assembly within twenty-four (24) hours before such meeting.

Section 7

The Executive Board will meet in an ordinary session not less than once a month. Day, date, and place of meeting will be established at the convenience of the Board.

Section 8

The Executive Board will be composed of the following officers: President, Vice President, Secretary, and Treasurer.

Section 9

A. President

The official duties of the President include: official representative to media and campus administration of the organization; presides over all Executive Board and the General Assembly meetings; co-signs all documents related to the association; oversees and advises officers; serves as chief executive officer for a term of one year (Oct. 1 –Sept. 30); appoints ad hoc committees as deemed necessary for specific functions; in the event of an executive board vacancy, schedules new election; and is eligible after two semesters as dues-paid member

B. Vice-President

The official duties of the Vice-President include: serves as organization's President when necessary; oversees any established committee and ad hoc committees; serves as their liaison to the executive board; and performs other duties as assigned by the President.

C. Secretary

The official duties of the Secretary include: serves as official recorder of organization's business; responsibilities include but are not limited to the following: typing and distributing the meeting agendas and minutes, official record of attendance by paid members and guests, scheduling of meeting place, and distribution of meeting notification; maintains correspondence and document files of the organization; performs other duties as assigned by the President

D. Treasurer

The official duties of the Treasurer include: acts as organization's parliamentarian; maintains organization's bylaws and constitution; collects dues from prospective members; keeps accurate account of all financial statements; coordinates submission of grant proposals to various agencies for financial support; signs all financial transactions. Performs other duties as assigned by the President. Transactions over \$100.00 will require a co-signature of the current President.

ARTICLE IV Elections

Section 1

General elections will be conducted to include all positions of the association during the month of August.

Section 2

Each member will have only one vote. Absent members will have voting privileges. There will be no voting by proxy. Absentee votes must be received by the elections committee in writing and/or e-mail within 24 hours of the vote.

Section 3

All full members of Triangle Association will be eligible to present their candidacy. The interested members who would like to run for positions must notify the Chair of the elections committee two weeks prior to the election.

Section 4

Every candidate for an electoral position must be a full member.

Section 5

Voting will be conducted by voice or a show of hands upon request of a member of the General Assembly.

ARTICLE V Committee Structure Will be set forth in By-Laws Section

ARTICLE VII Quorum

Section 1

Quorum for the Executive Board will be considered established when at least half of the voting members (>50%) and officers are present.

Section 2

Generally Assembly quorum will be considered established when 7 or more Full members and a minimum of 1 officer are present.

ARTICLE VIII Parliamentary Authority

Section 1

Governing and meeting protocol shall be conducted according to Roberts Rules of Order.
<http://www.robertsrules.com>

Developed: February 03, 2003

Revised: April 21, 2003

Revised: September 02, 2003

Approved: September 09, 2003

**Triangle Association
Charter Signatures**

(Shall be in effect with the signature of ten Full Members)

Print Name

Signature/ date

1. _____

2. _____

3. _____

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12. _____

Print Name

Signature/ date

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24. _____

Print Name

Signature/ date

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