



**CRIMINAL JUSTICE
CLUB**
Bronx Campus Chapter

CONSTITUTION

Article I - Name

Section 1 - The name of this organization shall be the Monroe College Criminal Justice Club-- Bronx Campus Chapter. Throughout the document it shall be referred as CJC.

Article II – Mission/Purpose

The purpose of the Criminal Justice Club shall be to increase awareness of the criminal justice field through community benevolence, examining various criminal justice organizations through advocacy and field experiences, in addition to, promoting and hosting educational criminal justice events.

Article III-Membership

Section 1--Membership is open to all students currently enrolled at the College and in good academic standing. No discrimination shall be made on the basis of gender, age, creed, religion, disability, sexual orientation, national origin, marital status, parental status or veteran status. All members and Executive Officers must adhere to all regulations as found in the Student Handbook and this Constitution.

Section 2 - No fees or dues shall be collected as a condition for membership. To maintain membership and voting rights, CJC members must attend at least 70% of CJC meetings per academic semester while not missing three in a row with the exception of documented emergencies and schedule conflicts.

Section 3 - Any CJC member (including Executive Officers) may be removed from the organization for the following:

- Violation of the discrimination policy
- Violation of Monroe College's Alcohol/Drug policy
- Failure to maintain good academic standing at Monroe College.
- Inactivity

Section 4 - Any member of the Executive board may be removed from office by a 2/3 membership vote for dereliction of duty, conflict of interest and any reasons for which CJC members deem removable upon consulting with the Faculty Advisor.

Article III - Executive Officers

Section 1 - The Executive Council shall be made up of the President, Vice President, Executive Secretary, Assistant Secretary, Treasurer and Project Manager(s).

Section 2 – Officers shall commence their terms during the Fall semester from nominations submitted by members during the preceding Spring semester. All elected Officers shall serve for a term of one (1) year, maintaining a GPA of at least 2.0 throughout.

Section 3 - The President is the Chairman of the Executive Board and is responsible for scheduling and leading all official CJC meetings, in addition to, representing the Club at all Student Council meetings. The President may assign a designee who must be a Executive member. The President will also serve as the liaison between CJC and other campus organizations as well as communicating all information to the Club Advisor.

Section 4 - The Vice President will preside over project committees and serve as Chairman of the Executive Board in the absence of the President. Will assist the President in all functions as noted above and will assume his the Presidential responsibilities in his/her absence.

Section 5 - The Executive Secretary will maintain the “minutes” of all official CJC meetings and events and will serve as the custodian of all official documents of the CJC. The Executive Secretary is also responsible for informing CJC members of upcoming meetings and events, conducting roll call and reporting the minutes of the previous meeting at all meetings before commencing new business. Will maintain attendance rosters and monitor active/inactive membership.

Section 6 - Assistant Secretary will assist the Executive Secretary with any of the duties listed above. The Assistant Secretary will assume the duties of the Executive Secretary in his/her absence.

Section 7 – The Treasurer is responsible for record keeping of all CJC funds, developing financial projections, and audits all Project Finances while working closely with Project Managers, in addition to, authorizing the purchase and payment of all financial activity upon consultation with the Executive Officers and Faculty Advisor(s).

Section 8—The Project Manager(s) shall be responsible for researching, coordinating and actively seeking events, lectures, community activities and educational experiences to enhance the development of the CJC consistent with the Mission of the CJC and its members. Project Managers shall advise the Club, during monthly meetings, of proposed activity/updates of planned events.

Article IV – Faculty Advisor(s)

Section 1 – The Advisor(s) of the Criminal Justice Club shall be a Criminal Justice faculty member. Advisor(s) are appointed by the Chairperson of the Criminal Justice Department and are responsible for monitoring and maintaining the CJC with regard to ethical, moral and legal issues, in addition to, providing guidance and advice, including but not limited to signing money vouchers, supervising field trips and serving as the liaison between the CJC and campus governance.

Section 2 - Faculty Advisors are not permitted to vote in any official CJC proceeding.

Article V – Meetings

Section 1—Regular meetings/events of the membership shall be held monthly. Executive meetings may be held at the convenience of the Officers and Advisor(s).

Section 2—Emergency meetings will be called to order to address issues critical to the stability of the CJC of which a 48 hour notice shall be forwarded to membership via the Monroe College e-mail system.

Article VI - Amendments

*Section 1 – Any amendment to this Constitution by the Monroe College CJC members will require a two thirds majority vote of its **current** active members.*

Section 2 - Any amendment to the Constitution should not violate any regulations set forth by Monroe College.

Article VII – Elections/Voting

Section 1 - Elections will be held in the Spring semester of every academic year. If for any reason elections cannot be held, Officers must be appointed by members on an interim basis. However, elections must be held as soon as possible. Elections to determine Executive Board officials must be conducted by

sealed ballot and be tabulated by an appointed election agent approved by general membership. The counting process shall be open to the membership. The term served by any elected officials will be one year.

Section 2 - Motions presented during meetings will require a simple majority to be approved unless otherwise specified.

Section 3 –In order to vote, a member must be registered and have attended two meetings.

Section 4—With the exception of the President and Faculty Advisor, all members of the CJC, including Officers has the right to cast one vote on each matter presented.

Section 5—The President only votes to break a tie.

Section 6—When voting on CJC matters other than an Amendment, a simple majority vote of the membership is required.

Section 7—The Faculty Advisor(s) may veto any vote that may adversely affect the Monroe College community.

This constitution shall go into effect immediately once ratified by a two thirds majority vote of CJC membership.