

SUNY CORTLAND GREEK MULTICULTURAL COUNCIL -- BYLAWS

ARTICLE I. FINANCE

1. The fiscal year of the SUNY Cortland Greek Multicultural Council shall be from August 1 to July 31 inclusive.
2. All checks issued on behalf of this Council shall be signed by the Council Treasurer and/or the Associate Director of Campus Activities and Greek Affairs.
 - a. Any and all contracts entered into by the Council must be approved by the College's Greek Advisor before they can be deemed binding
3. All payments made to this Council can be made either in cash or by check. Checks for payment shall be made payable to the "Auxiliary Services Corporation" or ASC for short.
4. All payments are to be deposited by the Council Treasurer and/or the Associate Director of Campus Activities and Greek Affairs.
5. Membership Dues
 - a. Amount: The dues of each Council member organization shall be \$10.00 per active brother/sister each semester with active being defined as meaning in good academic and/or social standing within the fraternal organization.
 - b. Time of Payment: All dues shall be payable at the second meeting of this Council each semester unless otherwise announced by the Council Treasurer.
 - c. Refunds: There are to be no refunds of paid dues if a member goes from "active" to "inactive" during the course of a semester.
6. Fines
 - a. Unexcused absences from Council meetings will result in a \$5.00 fine per absence.
 - b. Anyone who is more than 10 minutes late to a meeting without prior notice, and for a valid reason, will be fined \$3 for each time they are late.
 - c. All fines will be assessed and collected by the Council Treasurer.
 - i. It is the Treasurer's responsibility to notify individuals in a timely fashion (within 48 hours after a Council meeting) if a fine has been assessed.
 - d. A grace period of 7 days will be in place before any late fee is assessed.
 - e. After the grace period has expired, a late payment fine of \$1 per person per day that payment is late will be assessed in all situations. Day 8 will result in a \$1 late fee, Day 9 will result in a \$2 late fee, etc.
 - f. Each member organization is ultimately responsible to make sure that their members pay the Council whatever dues, fines, etc. are owed. If the individuals do not pay, the Council will hold the organization responsible for payment of said amount.
 - g. If an individual has not paid their fine within a reasonable amount of time (10 days), the president of the member organization will be informed and asked for assistance in collecting said fine.
 - h. For any fines not paid within 10 days, that individual/organization will lose all voting rights on the Council until the fine has been paid.
7. Council funds are not to be used to purchase alcoholic beverages.
8. Council funds are not to be used to purchase narcotics, marijuana, hallucinogens, and other illegal substances.

ARTICLE II. ABSENCES

1. Absences and/or anticipated late arrivals are to be reported to the Council Secretary and Council President at least 24 hours prior to the appropriate meeting day.

2. Decisions regarding excused or unexcused absences will be made by the Council officers in attendance at the meeting that is missed.
 - a. Excused absences/late arrivals to include, but not be limited to, such things as: death in the family, car accident, re-scheduled class session, re-scheduled exam, etc.
 - b. Unexcused absences/late arrivals to include, but not be limited to, such things as: forgetting to come, leaving early for a school break, paper to write, etc.
3. Officers who are absent are required to provide their report to the Council Secretary and/or Council President prior to the meeting.
 - a. These reports will be read out loud at the meeting and then entered into the minutes for that meeting.
4. If a chapter/colony representative is unable to attend a meeting, a fine can be avoided if they send an alternate in their place. Said alternate would take on all responsibilities of that representative for that period of time.
 - a. This would include any chapter/colony reports that are to be made.
 - b. This would also include any expected chapter/colony votes that are expected.
5. Attendance is expected of Council members for any event held by the Council. This would include but not be limited to such things as workshops, forums, etc.
 - a. Anticipated absences are to be submitted to the President and Secretary one week prior to the scheduled event. The Council will decide if the absence is to be excused.
 - i. It is understood that not all absences may be known a week out so members will give as much advance notice as possible
 - b. Unexcused absences from a GMC event will result in a \$15 fine and the loss of voting privileges at the next Council meeting
 - c. Individuals coming late to a GMC event will result in a \$10 fine. Late arrival will be considered 10 minutes or more past the designated arrival time.
 - d. If the event is one that solely consists of tabling on behalf of GMC, a \$5 fine will be assessed if the organization arrives late for their scheduled tabling time.

ARTICLE III. VOTING AND ELECTIONS

1. Each member organization will have one vote as will each Council officer except the President who will only get a vote in case of a tie.
2. The Council Advisor will never have a vote.
 - a. If the Council Advisor is serving as Treasurer, the Treasurer will not have a vote.
3. All elections for Council officers shall be held at one of the last two Council meetings of the academic year. The specific date shall be decided upon and announced no later than the first meeting in April each year.
4. In the event of a vacant office, an election will take place as soon as possible after the vacancy has occurred. The specific date shall be announced at a meeting and contained within the Council minutes for that meeting.
5. Uninitiated members of any recognized member organization are not eligible to run for Council office.
6. Chapter/colony presidents are eligible to run for all Council offices EXCEPT that of Council President.
7. No member organization can have more than two (2) members holding office.
8. In order to be eligible to run for, and hold, office on this Council, an individual must have a cumulative Grade Point Average (GPA) of at least a 2.50 and cannot be on Academic Warning or Academic Probation. Said individuals must also be considered to be in good academic standing by their respective fraternal organization. GPA verification is to be provided by the College's Greek Advisor.

9. Any individual whose cumulative GPA falls below a 2.50 or who is placed on Academic Warning or Academic Probation during their term in office will be asked to resign from their position. Any individual who has been suspended from the College will automatically be removed from their position. Individuals who are student teaching or interning locally are eligible to retain their position if they so desire. Individuals who are student teaching or interning at home must step down from their position unless their home happens to be in Cortland, NY or someplace very close by.
10. In order to be eligible to serve on this Council as either an officer or a chapter/colony representative, an individual must be in good social standing with the College. Verification of this standing is to be provided by the College's Greek Advisor.
11. Any individual wishing to run for office must be a matriculated SUNY Cortland student.
12. All elections will be conducted by the Council President and/or the Council Advisor.
13. All Council positions are intended to be held for one year.

ARTICLE IV. ELECTION PROCEDURE

1. Elections will take place per the guidelines established in Article III.
2. An individual must be nominated, and then their nomination must be seconded by someone else. An individual can nominate themselves, but the second must come from another person. Candidates will then accept or decline their nomination.
3. All those who have accepted their nominations shall leave the room. They will re-enter one by one and state why they wish to hold the position, and what they can contribute to GMC.
4. When all parties have presented their cases they are to remain out of the room while the President leads a discussion on each nominee in a con-pro manner. Discussion will always end on a pro.
5. When discussion is completed, voting will take place (refer to Article III for all voting procedures and guidelines).
6. All votes will be counted by the President and the Council Advisor.
7. When all votes have been counted, the candidates will re-enter the room and the winner will be announced.

ARTICLE V. REMOVAL AND/OR RESIGNATION FROM OFFICE

1. If an officer chooses to resign from their position they must do so in writing and submit their resignation to either the Council President or the Council Secretary. If a written resignation is submitted to the Council Advisor, this person will forward that information to the Council President or Secretary and it will be as if the officer had submitted it him/herself. The Council Advisor may accept verbal resignations and will pass the information along per above.
 - a. The written resignation should contain a reason why the individual is choosing to step down even if only to say that it is for personal reasons.
 - b. The Council will accept any resignations tendered but WILL NOT excuse said officer from the payment of any fines that he/she might owe the Council that have accrued prior to the date of his/her resignation. This would also hold true for any organizational representative who chooses to resign.
2. If an organizational representative chooses to resign they must follow the procedures given above AND also notify their organizational president of their intent to resign. It is the responsibility of each member organization to both elect and replace its organizational representative in a timely fashion.
3. If an officer does not uphold their duties they may be removed from office.
4. Frequent absences may also result in an officer being removed from office.

5. Any Council member who wishes to propose removing a Council officer from their positions must present the Council's Advisor with a list of written reasons why "Person X" is desired to be removed from office. These reasons will be discussed and if a decision is made to proceed forward the following things will take place:
 - a. Council Advisor will have a private conversation with the officer in question to discuss concerns.
 - b. Options will be discussed and will include such things as:
 - i. Officer can choose to resign.
 - ii. Officer will meet with other Council officers to discuss situation and reach appropriate resolution. Council Advisor will serve as mediator and hold all parties accountable for whatever decisions are reached.
 - iii. An impeachment vote can be held and in order to pass, a 2/3 majority must be reached.
6. All conversations are to remain confidential unless they pose a real or implied safety risk to the physical and/or psychological well-being of any individual.

ARTICLE VI. EVENT PLANNING PARAMETERS

1. Member organizations and GMC are to have mutual respect for each other's events and not plan things that intentionally cross-program against each other
2. As many of the GMC member organizations have specific weeks during which they plan organizationally specific events each semester, it will be important to know when these weeks will be held and to know in a timely fashion so that GMC can plan around them
 - a. It is understood that as the number of cultural Greek organizations on our campus increases, it may become impossible for each group to have a week solely of their own. That being said, it is understood that no cultural Greek organization will schedule an event for the same day, same time as another cultural Greek out of respect for said organization.
3. No GMC member organization may schedule an event during another organization's pre-scheduled event without prior agreement from that organization
4. Member organizations will "reserve" the week of their organization specific events no later than the second GMC meeting of each semester
 - a. The dates for an organization's week of events should be shared with Greek Advisor and all GMC member organizations as soon as they are known.
 - b. If this is not done and GMC has scheduled an event during a week that a specific member organization wants to use, the GMC event takes precedence as they scheduled their event first.

ARTICLE VII. MEETINGS

1. Regular meetings of the SUNY Cortland Greek Multicultural Council shall be held weekly on Monday evenings at 7:00 pm.
2. Quorum: Two-thirds of the member organizations and officers shall constitute a quorum for the transaction of business.

ARTICLE VIII. HAZING

All forms of hazing shall be banned. This Council must abide by all hazing policies found in the SUNY Cortland *Code of Student Conduct*.

ARTICLE IX. BANNED/UNRECOGNIZED FRATERNAL ORGANIZATIONS

We, the members of the SUNY Cortland Greek Multicultural Council do hereby agree not to co-sponsor events and/or associate with any unrecognized or banned student organization.

ARTICLE X. RULES OF ORDER

This Council shall be governed by Robert's Rules of Order Newly Revised except in matters specifically provided for in Council specific governing documents.

ARTICLE XI. AMENDMENT

These Bylaws may only be amended by a two-thirds vote of the voting members of this Council, provided notice of the proposed amendment has been given in writing, at a preceding, regular meeting. An electronic copy of the proposed revisions will be distributed to all Council officers and representatives following that meeting. Chapter/colony presidents will also receive an electronic copy as will the College's Greek Advisor and their direct supervisor.