



*To Serve and Connect*

## The Constitution of the Criminal Justice Student Association

### **Club Name**

The official name of this organization will be “the Criminal Justice Student Association” with “CJSA” used as a suitable Abbreviation.

### **Purpose and Aims:**

The purpose and aims of the Criminal Justice Student Association are threefold. First, the CJSA will organize and execute appropriate events in the criminal justice field. These events will assist students build experience in their respective fields. The second aim will be to help criminal justice students network with criminal justice experts and faculty members, and to discover new volunteer and employment opportunities. The third goal of the CJSA is to enable active members to develop leadership and delegation skills.

### **Membership**

1. Membership will be open to all members of the Student Union Society who are in good standing
2. A Member can be expelled from the Criminal Justice Student Association by a vote of two-thirds of quorum. The duration of the expulsion must be determined by the CJSA before the vote to expel is taken. The expelled member has the right to appeal and may rejoin the CJSA if the members choose to re-instate said member through a vote of two-thirds.

### **Executive**

1. The Executive will include a President, Vice President of Finance (who will serve as both treasurer and secretary), Vice President of Events, Social Media Coordinator, and Student Life Representative.
2. All members of the executive board must be current student members of the Criminal Justice Student Association
3. All members must be elected into their position through a vote or group consensus. A member can be appointed into a position if need arises but that appointment will be official for a period of one month after which the member must be voted into that position.

### **Responsibilities of Members**

1. President: the President is in charge of conducting all meetings and overseeing all events. The President has final say in all planning and execution of events and is responsible to the SUS and Criminal Justice Faculty.

2. Vice President of Finance: the Vice President of Finance is responsible for the Associations finances. This member is accountable for all of the CJSA's bookkeeping and must keep a record of all allocation of funds. This member will be in charge of updating the CJSA on the current state of its finances.
3. Vice President of Events: The Vice President of Events is in charge of assisting the President in the planning and execution of events. This member is in charge of the logistics, details, and advertisement of each event.
4. Social Media Coordinator: The Social Media Coordinator is responsible for the regular updating and monitoring of the Facebook page developed by the CJSA. This member is in charge of making sure all posts are relevant and appropriate. This member is in charge of all posts and advertising through social media avenues.
5. Student Life Representative: The Student Life Representative is in charge of recruitment of new members and advertising events through classroom presentations. This member is also in charge of managing any internal disputes.
6. Any executive member may be impeached by a vote of two-thirds or more and to be re-instated must attain a vote of two-thirds or more.

### **Meetings**

1. In order for official business of the CJSA to be discussed and decided upon in a meeting, the meeting must contain the President and at least one more executive member.
2. There must be at least one official meeting per semester, if the members are unable to meet in person, it is possible for the members to hold a meeting online or through electronic mail.
3. Meetings must be advertised prior to the official meeting date through social media (CJSA Facebook page) and through electronic mail to all active members.

### **Elections and Group Consensus Agreements**

1. Executives of the CJSA must be voted in through a majority vote or group consensus.
2. An Election must be held at least once per year
3. An executive member can be any active member of the CJSA
4. Votes must be cast via secret ballot or by a show of hands
5. The Candidate with the majority vote wins
6. If there is a tied vote between two candidates, the current President of the CJSA casts the deciding vote or the candidate with the lowest amount of votes (implying that there were at least three candidates vying for the executive position) is eliminated from the election and the vote is recast.
7. If for any reason an executive member drops out, a by-election must be called with at least thirty percent of active members officiating. If there is only one month or less left before the next general election, a by-election is not held, the President merely appoints an executive member to serve for one month until the general election.

## **Amendments**

1. Notices of proposed amendments must be sent to all members via email for review prior to the meeting where the discussed amendment can be voted upon
2. Amendments to the constitution of the CJSA can only come into effect with a majority vote with at least thirty percent of active members officiating.
3. Amendments must be submitted to the SUS Vice President Internal for approval after the CJSA has voted to pass it.

## **Dissolution**

1. The CJSA may be dissolved with a two-thirds of quorum votes to do so, or the student participation falls below recognized standards.
2. In event of the dissolution of the Criminal Justice Student Association, all CJSA assets will become property of the Department of Criminal Justice to be held until the CJSA is resurrected.

## **Agency**

The Criminal Justice Student Association is not an agent of the Student Union Society and the CJSA's views and actions do not necessarily represent the voice of the Student Union Society.