Marist History Club Bylaws
Marist University

Article I Name
The official name of this organization shall be *Marist History Club (MHC)*

Article II Mission
MHC is a club dedicated to providing a non-academic space for students and amateurs of history to meet, discuss, and collaborate on all matters of history. The club's goal is to provide students with an outlet to express their interest in history through writing, speaking, and debating. The club aims to bring both a non-academic and academic history to the students of Marist University.

Article III Officers and Members

Section 1 Membership

a. *MHC* shall consist of three types of members
    i. Club officers
    ii. General members
        1. Active
        2. Passive
    iii. Honorary members

Section 2 Qualification

a. All officers shall be full-time Marist undergraduate students.
b. General members must be Marist undergraduate students.
c. Only active members can occupy Officer roles.
d. Club members shall be deemed inactive after missing two consecutive meetings.
e. Active membership will be restored to inactive members after attending three consecutive meetings.
f. Professors and graduate students may be honorary members that are included in the club activities. However, honorary members are not engaged in the decision-making process.

Section 3 Board Positions

a. The board of officers shall consist of 5 positions
    i. President
    ii. Vice President
    iii. Secretary
    iv. Treasurer
    v. Social Media/Communications Director
    vi. Event Coordinator
b. Board members may resign from the role at any point. In place of resignation, the President will appoint an acting officer to be confirmed by a majority of the board.
c. Officer terms last for the entirety of one academic year

d. Officers may serve multiple terms in each role. Officers may choose to run again for the same role, and are permitted to run for a different role.
e. Elections are to be held at the beginning of every academic year to fill any vacancies in the board.

Section 4 Priority Points

a. **1 point** → attended 50% of meetings and 50% of events.
b. **2 points** → attended 75% of meetings and 50% of events.
c. **3 points** → Officers that attended 50 % meetings, 100% events.

Section 5 Provisions of Resignation

a. Officer terms last for one academic year
b. Officers may resign at any point, and for any reason. However, the officer must provide the board a two-week notice if they wish to resign from the role and duties.
c. Vacancies of officers are to be filled by nomination from the President, and confirmed by a majority of the board. This appointed role is to last until the end of the academic year.
d. New members of the board are to be trained in the duties and roles of the position by the outgoing members of the board. In the event an outgoing member is graduating or transferring, the training ought to be undertaken by the remaining members of the board.

Section 6 Warnings and Removal

a. All officers must maintain an active status to remain on the board.
b. A warning shall be issued at the request of any board member by notifying the President.
c. If a warning is not met with a sufficient response and the behavior continues, the officer in question can be removed from the board with the approval of the President and a vote of a majority of the present, active membership.
d. In absence of the President's approval, a vote of 75% of the present, active membership can remove the officer
e. If the President is targeted with the warning of removal, the Vice President will issue the warning on behalf of the board. The President can only be removed with unanimous consensus of all other board members.

Article IV Faculty Advising

a. The faculty advisor of Marist Model United Nations is John Ansley, Ph.D.
b. The faculty advisor is not an honorary member, their duty is to supervise the activity of the club.
c. The President, Vice President, and any other Officers who wish to attend, must meet with the Faculty Advisor at least bi-monthly (once every two months) to discuss club plans and progress.
d. In the case of a proposal to change the name and purpose of the club, the faculty advisor must give their approval.
e. The faculty advisor may be changed by the unanimous consensus of the Board.

Article V Club Officer Roles and Responsibilities

Section 1 - The President

a. Shall be the highest-ranking officer on the Board.
b. Shall call executive board meetings.
c. Shall oversee all club activities and events, as well as chairing in any committee formed within the club.
d. Shall assume the role as Chief Editor of any club publications
e. Shall appoint nominees to vacant Officer positions subject to a vote by sitting Board members.
f. Shall, at the beginning of the academic year, submit a budget request (created by the treasurer) to the Student Government Association for approval.
g. Can issue warnings to board members as outlined in **Article 3 Section 6**.
h. Shall not vote in Board meetings, unless in the event of a tie.

Section 2 - The Vice-President

a. Shall be the second-highest-ranking officer on the board.
b. Shall preside over Board meetings in accordance with Robert's Rules of Order (Newly Revised).
c. Shall cast one (1) vote in club Board meetings.
d. Shall, in the event of a Presidential vacancy, be the Acting President until the next elections are held.

Section 3 - The Secretary

a. Shall keep track of attendance at club events.
b. Shall be responsible for sending meeting reminders and other club information via email to the Marist Student Body.
c. Shall be responsible for booking rooms for club events.
d. Shall be responsible for submitting priority points at the end of the academic year.
e. Shall take minutes for all MHC Board meetings.
f. Shall cast one (1) vote in club Board meetings.

Section 4 - The Treasurer

a. Shall manage and distribute the club budget for any activities approved by the Board.
b. Shall propose a club budget at the beginning of the academic year for confirmation by the board.
c. Shall be responsible for submitting catering requests to Student Activities.
d. Shall cast one (1) vote in club Board meetings.

Section 5 - The Communications/Spokesperson/Social Media Manager

a. Shall be the primary spokesperson of the MHC, on and off campus.
b. Shall manage and direct the social media accounts of the MHC
c. Shall be responsible for creating promotional posters to be posted around campus with the approval of Student Activities.

d. Shall contact other Marist University clubs, neighboring University/college clubs, and professors for engagement, and as necessary for joint events.
e. Shall be the primary point of contact with the Faculty Advisor.
f. Shall cast one (1) vote in club Board meetings.

Section 6 - Event Coordinator

a. Shall work directly with the President and Vice President, as well as with other club committees, to plan,organize and run events for the Marist History Club.
b. Shall cast one (1) vote in club Board meetings.

Article VI Elections

Section 1 Officer Election Guidelines

a. Elections are held every academic year in the spring semester, within the final three weeks of the regularly scheduled semester.
    i. The specific date ought to be organized by the board, with at least a two week notice given to the general club
b. All elections are organized by the Board and overseen by the highest ranking member of the executive board who is not seeking re-election by order of rank as stipulated in the establishment of the club officers in Article V, descending from the highest to lowest precedent as President, Vice President, Secretary, Treasurer, Director of Communications, Social Media Manager
c. A simple majority vote total is needed for a candidate to win their election
d. In order for a candidate to be eligible to run for President, they must have been a member of the club for at least one (1) year.

Section 2 Election Process

a. Members interested in Officer positions must declare their candidacy one (1) week before the election takes place.
b. Elections begin with brief speeches from each candidate.
c. Once each candidate has spoken, voting will be opened to all people present at the meeting.
    i. Each person present can cast one (1) vote for each contested Officer position. Officers are allowed to vote, unless they are a candidate in the contested race.
d. After everyone present has cast their votes, the total for each candidate is tallied up by the officer(s) presiding over the election, who should be officers not seeking reelection.
e. The winners of each contested Officer position are announced and the Board for the following academic year is confirmed.

Article VII Meetings

Section 1 Board Meetings

a. Shall take place bi-monthly
b. At the beginning of each semester, the Board shall collectively decide on a regular meeting time that aligns with the schedules of the sitting Board Members.

Section 2 Club General Meetings

a. Shall be on an alternate schedule of the board meetings, taking place once monthly.
b. The general plan of the meeting shall be decided by the board
c. All meetings are presided over by the President
    i. In the event the president is unavailable, the next in the line of succession as outlined in Article VI, Section 1, Subsection b

*Pre Formatted Bylaws:

Article X Bylaw Amendment
a. The bylaws may be amended by a simple majority vote of the sitting Board members.
b. If the bylaws are successfully amended, they must be presented to the Student Government Association Club Affairs Board for final approval.

Article XI Legal Obligations
a. The club and any individual associated with said club, shall abide and conform to all Federal Laws, New York State Laws, all rules and regulations of Marist University, and all directives of the Student Government Association.
b. Any violation of the aforementioned criteria may result in the disciplinary action taken on the club charter.
Article XII University Mental Health Policy
a. The Marist University Division of Judicial Affairs holds this policy for the University:
i. Any action, which endangers the mental, emotional, or physical health or safety of a student, or which destroys or removes public or private property, for the purpose of initiation, admission into, affiliation with, or as a condition for continued membership in an organization or team whose members are, or include, students at Marist.