

# **University of Notre Dame Gender Studies Honor Society: Triota Constitution**

## **Article I**

### **Name of the Organization**

1. The name of the organization shall be the University of Notre Dame Gender Studies Honor Society: Iota Iota Iota, hereby referred to as Triota.

## **Article II**

### **Purpose of the Organization**

1. Triota shall be the primary unit of undergraduate student service and leadership in the Gender Studies Program. The purpose of this organization shall be to encourage and support excellence in academic and service endeavors in keeping with the spirit of the University of Notre Dame and the Program in Gender Studies. As such, Triota shall advise the Director of the curricular and programming interests in the needs of Gender Studies undergraduate students. Triota shall also assist the Program Coordinator in programming directed toward undergraduate students.

## **Article III**

### **Membership**

1. Membership shall be open to all declared Gender Studies majors and minors who have successfully completed two semesters at the University of Notre Dame.
  - a. Students that transfer into Notre Dame shall be eligible for membership after completing one semester at the University of Notre Dame.
  - b. The one-semester waiting period shall not apply to members of other Triota chapters. A member of another official Triota chapter shall be granted full membership upon transferring into Notre Dame.
2. Membership shall be granted to eligible students upon review and acceptance of an application by the Executive Board (as defined below).
  - a. Applications shall be available from the Program Coordinator, the Executive Board (as defined below), and from the Gender Studies office.
  - b. Membership privileges shall be granted at the first meeting following a members' acceptance into Triota.
3. All who meet the above criteria are invited to become members of this Gender Studies academic society without regard to gender, race, ethnicity, religion, differing abilities, economic class, or sexual orientation.

## **Article IV**

### **Officers of the Organization**

1. Officers shall be elected from the general membership. No one officer shall serve more than two years in any given office.
2. The elected officers of the organization, cumulatively the Executive Board, shall be as follows:
  - a. President
  - b. Vice President
  - c. Secretary

- d. Treasurer
3. Elections shall be held at the beginning of the spring semester prior to February 14th.
4. The term of office shall be for the calendar year following the election until the following years' election.
5. Prior to the inaugural Spring 2008 elections for Triota, the first officers shall be nominated and established by the students who were chosen by Gender Studies faculty and staff to serve as founding members of the group.

## **Article V**

### **Duties of the Officers**

1. It shall be the duty of the President to preside over meetings and affairs of the organization according to Robert's Rules of Order.
2. It shall be the duty of the Vice President to serve in the capacity of President during absence of the President according to Robert's Rules of Order.
3. It shall be the duty of the Secretary to keep the minutes of the organization's meetings and to present the same to the Executive Board (as defined below) for approval and inclusion in the records of the organization kept by the Program Coordinator.
4. It shall be the duty of the Treasurer to administer the financial affairs of the organization, present the status of finances at Executive Board (as defined below) meetings for approval and inclusion in the minutes of the organization, and work with the Program Coordinator in securing any necessary funding for the group's meetings and affairs.

## **Article VI**

### **Executive Board**

1. The Executive Board of the organization shall consist of the elected officers. It shall be the duty of the Executive Board to pass any business which refers to the organization by a simple majority vote.
  - a. This vote shall be reported in the minutes, which shall be sent to the Program Coordinator and the Director of Gender Studies.
  - b. All votes shall be advisory to the Director of Gender Studies.

## **Article VII**

### **Meetings**

1. Meetings shall be public and open to all declared Gender Studies majors and minors. These meetings shall be publicized by the Program Coordinator.
2. Meetings will be held on alternating Fridays in compliment to other events held by the Program in Gender Studies, unless otherwise specified.
  - a. These meetings shall consist of the Executive Board and any interested members. Members are encouraged, but not required, to attend.
  - b. An all-members meeting shall be held no less than once a semester.
  - c. The Director of Gender Studies and the Program Coordinator shall have standing invitation to all meetings and affairs of the organization.

3. All meetings shall be held in the Program in Gender Studies Office, unless otherwise specified.
4. Special meetings shall be held at the Executive Committee's discretion. Members will be notified by email at least two days prior to the date of the special meeting.

## **Article VIII**

### **Voting**

1. All members of the Executive Board shall have a vote.
2. All members who are present for the ballot shall have a vote.
3. All votes shall be weighted equally.
4. A simple majority of the Executive Board and a simple majority of non-board voting members in attendance shall constitute a quorum and may transact business legally.
5. If no non-committee voting members are in attendance, the full Executive Board may transact business legally.
6. If a voting member, Board or non-board, can not be present for a vote, they may cast their vote in absentee prior to the meeting by contacting the President, the Director of Gender Studies, or the Program Coordinator.

## **Article IX**

### **Amendments**

1. Proposed amendments must pertain to the purpose of the organization.
2. Proposed amendments must be submitted to the Executive Board for approval before they may be submitted to the organization for vote.
3. Amendments are subject to the voting procedure outlined above.
4. Approved amendments will be announced within a two-week period of their passing. The announcements will be at the Executive Board's discretion in collaboration with the Program Coordinator and the Director of Gender Studies.

## **Article X**

### **Enacting Clause**

1. This Constitution shall become effective upon approval and signature of the first Executive Board of the University of Notre Dame Gender Studies Honor Society: Iota Iota Iota.