



Middle Georgia State University The President's Torch Society Constitution and Bylaws

ARTICLE I - NAME AND PURPOSE

- A. The name of this student organization shall be The President's Torch Society and the purpose of this organization shall be to engage high-achieving students across Middle Georgia State University in leadership development through service to the campus and community.
- B. As part of leadership development, members will choose a leadership book each year to read and discuss collectively, the concepts in which members will apply to events and projects.
- C. This organization will support the mission of the Middle Georgia State University. It will subscribe to the policies and procedures of the University System of Georgia and Middle Georgia State University.

ARTICLE II - MEMBERSHIP

- A. Active membership is limited to regularly enrolled sophomore, junior, and senior Middle Georgia State University students who have a minimum academic load of three (3) hours during each semester of participation and a minimum cumulative GPA of 3.0 or above.
- B. Each academic year, one Presidential Intern will serve as an ex officio member, two At-Large members will be selected from the full University community, and one representative will be selected from each of the following:
 - a. Macon Campus
 - b. Cochran Campus
 - c. Dublin Campus
 - d. Eastman Campus
 - e. Warner Robins Campus
 - f. Online Campus
 - g. School of Arts & Letters
 - h. Georgia Academy
 - i. Graduate Studies
 - j. School of Aviation
 - k. School of Business
 - l. School of Education & Behavioral Sciences
 - m. School of Health & Natural Sciences
 - n. School of Computing
 - o. Presidential Intern
 - p. Member at Large
 - q. Member at Large
- C. If a member's GPA falls below a 3.0, the member must meet with the President's Torch Society Advisor to discuss a plan of action. If a member's GPA falls below 2.5, the

member may be removed from the President's Torch Society. GPAs will be checked by the advisor at the end of each semester.

- D. Membership includes a **one year commitment** to the organization with an option to serve additional years **if there has been consistent and active participation by the member**, with the exception of the representatives from the Georgia Academy and Graduate Studies, who may commit to one year based on program length, and the Presidential Intern whose paid position lasts for one fiscal year. An official email will be sent to members each academic year to confirm membership status. Removal from the membership roster can take place any time during the academic year due lack of participation, lack of communication, and or a significantly low GPA.
- E. Active membership and being in good standing is defined as attendance at least 2 meetings per semester; 20 hours of community service hours per semester; and 2 campus events per semester. If an ex officio member/Presidential Intern is chosen by the Office of the President, he or she will be employed as a student assistant in the Office of the President earning \$10/hour for 20 hours per week.
- F. As representatives of the University on campus and in the community, members of this organization will conduct themselves in a professional manner at all times, both in person and on social media.
- G. As a member of the President's Torch Society, you will be issued a blazer to wear at events. You are required to return the blazer prior to your graduation. If you do not return the Blazer, a financial hold will be placed on your account and you will have to pay a \$200.00 fee. It is also your responsibility to have the blazer cleaned before returning it.
- H. Torch Society attire at special events include black pants and or skirts for women, white button down shirt, and black shoes. You may wear purple, grey, or back ties but this is optional.
- I. Membership will not be denied because of race, color, national or ethnic origin, gender, religion, disability, age, political affiliation or belief, veteran status, citizenship status (except in those special circumstances permitted or mandated by law), or sexual orientation.

ARTICLE III - COMMITTEE ORGANIZATION

- A. The Executive Board of this organization will consist of the chairs of the following committees:
 - a. Service Committee
 - b. Communications Committee
 - c. Membership Committee
 - d. Secretarial Committee
- B. Boards can be created to organize and manage events or projects. This can be decided by Society vote, with advisors' approval.
- C. The duties of each committee shall be:
 - a. Duties of the **Service Committee** shall be: reaches out to and/or serves as the

society's point of contact for community organizations with which the university and organization partner, works to recruit volunteers for all events in which the society participates, both on campus (such as graduation) and off campus (such as service events organized with partner organizations), and organizes fundraisers as needed pursuant to RSO guidelines.

- b. Duties of the **Communications Committee** shall be: maintains the society's social media presence, prepares announcements and communications, communicates important information to fellow members such as meeting/event schedules, nominees for officer elections, information regarding fundraising, and opportunities for collaboration.
 - c. Duties of the **Membership Committee** shall be: leads recruitment of members for vacant membership positions (with participation and approval of advisor) and issues invitations to prospective members.
 - d. Duties of the **Secretarial Committee** shall be: takes minutes at meetings and distributes them to members, keeps society roster, tabulates society votes (on book selection, officers, and new members), prepares and submits forms to request available university funds for society operations, orders any materials needed to fulfill society's goals and complete projects.
- D. All students holding an elected or appointed position of leadership and acting as chair of a committee in this organization must be a member in good standing.
 - E. Alumni of the organization are welcome to remain active and mentor members in a limited capacity and may not hold officer positions.
 - F. Committees and committee chair members will be reassigned each semester or year. Committee members may return to previous committees.
 - G. Nominations for annual vacancies will be sent to the Membership Committee three weeks before the April meeting. Nominees will accept or decline nominations the week before the April meeting and, if they accept, provide a brief statement on why they are running/should be elected. The slate of candidates, including those statements, will be compiled by and distributed by the Membership Committee.
 - H. Upon receipt of a student grievance by a member or advisor, the person receiving the grievance will put it on the next meeting's agenda. At the meeting, a board will be assembled of five members chosen at random through a lottery. The board will set a date within 30 days to hear the grievance and vote on a proposed resolution. Votes will be anonymous and the outcome reported at the following meeting. Advisors will serve only as mediators, if needed, during the grievance process.

ARTICLE IV - MEETINGS

- A. This organization shall meet 3-4 times during the fall and spring semesters on a Friday selected by a majority of the membership in each of the following months: August, September, November, February, March, and April. Meetings during the summer semester will be voluntary and called as needed. Members are required to attend at least 2 meetings per semester.
- B. Meetings will be at the time best suited for maximum participation on the selected

Fridays, unless changed by a majority vote, and location may alternate between University campus locations and virtual meetings.

- C. Fall and spring meetings are mandatory and missing two meetings could result in being removed from the organization. If unable to attend in person due to academic or employment commitments, students may dial-in to one meeting per semester.
- D. As members reach their Junior and Senior year, exceptions to mandatory meetings may be made by majority vote, to accommodate degree requirements such as student teaching, clinical assignments, and internships. Members seeking exceptions must have served and regularly attended meetings for at least one academic year.
- E. Meeting agendas will include:
 - a. Old business
 - b. New business
 - c. Discussion of leadership book assignment
 - d. Other items as requested by members (requests should be sent to the Secretary and Communications Chairs cc Advisors)
- F. Recommendations for the leadership book each year shall be sent to the Secretarial Chair, Communications Chair, and Advisors each August. A vote to select the book will be held via email in August and members will receive their copy of the book in late September.

ARTICLE V - FACULTY/STAFF ADVISOR

- A. The President's Torch Society will have one advisor from the Division of Student Affairs.
- B. The advisor's responsibilities will include, but not be limited to:
 - a. Engaging Torch Society members in institutional events, such as graduation
 - b. Facilitating leadership book discussions
 - c. Serving as a sounding board for Society discussions and decisions
 - d. Completing and approving paperwork as required by Registered Student Organization (RSO) guidelines
 - e. Modeling effective leadership as administrators of Middle Georgia State University

ARTICLE VI - REVENUE

- A. All monies collected by the President's Torch Society must be deposited into the organization's agency account. These deposits will be made by the Secretarial Committee or the Treasurer through the Bursar's Office as soon as possible after the monies have been collected.
- B. No petty cash or slush funds will be kept by any member or advisor of this organization.
- C. The Service Committee will seek approval of all fundraisers by the Office of Student Life at least two weeks prior to the actual event and will follow all of the guidelines as outlined in the RSO handbook.

ARTICLE VII - RATIFICATION

- A. This constitution is subject to the approval by the Student Government Association and the Office of Student Life.
- B. Following the approval of SGA and Student Life, the founding members of the RSO and advisor will be notified by the Office of Student Life.

ARTICLE VIII - SUMMARY OF SOCIETY REQUIREMENTS & BENEFITS

ACTIVITY	REQUIREMENT	HOURS/ YEAR	BENEFIT TO MEMBERS/MGA
MGA GRADUATION	Fall (December) and Spring (May)	12-14	Participation in most important institutional event
THE CENTER FOR CAREER & LEADERSHIP DEVELOPMENT	Fall and Spring (Career Fairs, Annual Student Leadership Conference, and Student Leadership Programs)	1-5	Career and leadership development, campus involvement
MGA CONVOCATION, GALA, DIGNITARY VISITS	Each member chooses at least one	4	Student representation at high profile events
COMMUNITY SERVICE ACTIVITIES	Society chooses at least one per year (Day of Service)	4	Engagement with surrounding community, advocacy for causes
SOCIAL GATHERINGS	One per semester	5	Bonding
SOCIETY MEETINGS	At least two per semester (Fall and Spring)	4	Business

GPA REQUIREMENT	3.0	N/A	Incentive for continued academic excellence
BOOK	One per year	Read in preparation for meetings	Sharing with colleagues, learning/applying new concepts
CAMPUS SPACE	Student Life Center room 280 by reservation only (Macon) Sanford Hall (Cochran)	During university business hours	Designated quiet space on two largest MGA campuses, plus storage for blazers
HONOR STOLES	At graduation	N/A	Recognition at Commencement
RECRUITING FOR NEW MEMBERS	Invitations sent in May	N/A	Choose new members before summer
FIRST MEETING	August/September	N/A	Begin serving once settled in
FINAL MEETING	April	N/A	Meetings complete before finals
ADVISOR	One from the Division of Student Affairs	Available as needed	Professional resources available for guidance
TOTAL SERVICE HOURS PER YEAR TO EARN BOOK SCHOLARSHIP			40

ARTICLE IX - BYLAWS

- A. This constitution may be supplemented with bylaws which pertain to the above articles.
- B. An electronic and paper copy of any and all bylaws will be filed with the Office of Student Life.

ARTICLE X

AMENDMENTS/SUPPLEMENTS

- A. A written notice will be presented to the membership of this organization at a regular meeting to amend or supplement any part of this constitution. The proposed amendment/supplement will be voted upon no sooner than the next regularly scheduled

meeting and must receive 2/3 majority vote of all members in good standing.

- B. Any amendments/supplements to this constitution will then be submitted to the Office of Student Life for approval.

SIGNATURES & APPROVALS

- This amended constitution was submitted to the Office of Student Life on August 10, 2020 by Dr. Tamika Russell, Coordinator for Student Leadership Programs, and the President's Torch Society advisor for Academic Year 2020-2021.
- This constitution was approved by SGA on_____.
- This constitution was approved by the Office of Student Life on_____.

Revised August 2020