

**WESTERN ILLINOIS UNIVERSITY – QUAD CITIES
SOCIETY FOR HUMAN RESOURCE MANAGEMENT**

CONSTITUTION

Revised: 03/25/2015
Effective: 06/01/2015

PREAMBLE

We, the members of the Western Illinois University – Quad Cities Student Chapter of the Society for Human Resource Management (WIU-QC SHRM), do hereby establish this Constitution so that our purpose can be realized to its fullest extent.

ARTICLE I – Name

The name of this organization shall be: Western Illinois University – Quad Cities Student Chapter of the Society for Human Resource Management (WIU-QC SHRM). The organization is a student organization at Western Illinois University – Quad Cities and is an official student chapter of SHRM.

ARTICLE II – Objectives

The objectives of the organization shall be:

1. To assist members in making valuable contacts toward obtaining an internship and/or a job position in the Human Resource Management (HRM) field.
2. To enhance members practical up-to-date knowledge of the HRM field and important related topics.
3. To establish a good rapport between the SHRM student chapter and the community.
4. To acknowledge, understand, and apply various solutions to problems in the HRM field.
5. To establish and maintain an active student membership to assure the continued success of this SHRM chapter.
6. To facilitate knowledge between members through activities, personal contacts, and chapter meetings (most often with guest speaker presentations).
7. To create an atmosphere that allows and creates friendships, personal growth, and individuality in a group setting.

ARTICLE III – Not-for-profit Statement

This organization is a not-for-profit organization.

ARTICLE IV – Statement of Non-discrimination

This organization shall not discriminate on the basis of race, color, religion, sex, age, sexual orientation, marital status, national origin, disability, and veteran status based on any local, state or federal laws not listed. This policy will include, but not be limited to, recruiting, membership, organization activities, or opportunities to hold office.

ARTICLE V – Financial Obligation

- 1) The fiscal year of this organization shall be in accordance with the fiscal year of Western Illinois University-Quad Cities.
- 2) Dues in the amount of \$5 per semester shall be collected from each regular member.
 - A. A unanimous vote of the organization officers may determine reasonable dues and fees assessed to each member at the beginning of each semester.
 - B. The treasurer or an officer designated by this organization shall be responsible for collection, deposit, and records of payments in full.

ARTICLE VI – Statement of Non-Hazing

This organization will not conspire to engage in hazing, or commit any act that causes or is likely to cause bodily danger, physical harm, or personal degradation or disgrace resulting in physical or mental harm to any fellow student or person attending the institution.

ARTICLE VII – Statement of Compliance with Campus Regulations

This organization shall comply with all university and campus policies and regulations and local, state, and federal laws.

ARTICLE VIII – Membership

- 1) Any student at Western Illinois University – Quad Cities (WIU-QC) is eligible to be an active member and may hold office.
 - A. Membership is open to all full-time and part-time WIU-QC students who remain in good standing.
- 2) Non-students may act as associate members, but may not vote or hold office.
- 3) To become an active member, the student must pay their WIU-QC SHRM dues.
- 4) To be in good standing with the Chapter, members must adhere to the policies agreed upon and set in place by the executive board.
- 5) Four members and four officers must also be student members of the national Society for Human Resource Management in order to maintain this chapter's affiliation.
 - A. Officer membership fees will be reimbursed through chapter funds.
 - B. Four members will be selected to have SHRM membership fees reimbursed through chapter funds based on criteria determined by the officers and chapter advisor. Members will complete an application for

SHRM dues reimbursement and an impartial faculty member or administrator will review applications and make the final decisions.

6) Discharging Members

A. The officers shall have the authority to discipline, reprimand, suspend, or remove/expel any member for cause.

B. Violation of the bylaws, rules, regulations, or administrative procedures of the organization, or conduct which, in the opinion of the officers, is detrimental of the organization's welfare.

C. The discipline, reprimand, suspension, or removal/expulsion may be modified, rescinded or lifted by a majority affirmative vote of the officers at any subsequent and private officer meeting.

D. The accused member must be notified in writing of the charges against him/her at least seven days prior to the officer meeting at which action is to be taken.

i. The accused member may either be present at said meeting or may write a letter on his or her behalf to be read by the officers prior to the meeting.

ii. If the accused member is found guilty, the decision of the officers may be appealed by the accused member at a general membership meeting.

iii. At this meeting, a majority affirmative vote by those present may allow for reinstatement of the accused member into the organization.

ARTICLE IX – Officers

1) The officers of this organization are President, Vice President, Treasurer, and Secretary.

2) Eligibility, position descriptions, regulations, and procedures of the officers are outlined in the Bylaws.

3) Each officer shall become a student member of the national Society for Human Resource Management.

A. Membership dues will be reimbursed through chapter funds.

4) Discharge of Officers

A. Any officer, either elected by the general membership or appointed by the officers, may be removed by a majority vote of the officers not in question.

i. A hearing will be conducted at a scheduled meeting for the presentation of evidence from all concerned parties.

ii. The scheduled meeting must be planned by the officers not in question and information regarding the meeting must be sent to all concerned parties at least one (1) week in advance of the meeting.

iii. Officers may also be discharged at the request of at least five active general members.

B. Although not limited to such cause, officers are subject to discharge for misconduct and/or falling out of good academic standing and/or malfeasance

in abiding by the Bylaws and/or Constitution policies and/or missing more than 2/3 of meetings and events and/or failing to perform his or her duties.

ARTICLE X – Meetings, Parliamentary Procedures, and Faculty Advisor

- 1) General Membership Meetings
 - A. Meetings are to be held at the time, place, and date designated by proclamation of the officers.
 - B. Meetings should be scheduled, to the best of the organization's abilities, at times and dates that will minimize conflict with members' class schedules.
- 2) Officer Meetings
 - A. Officer Meetings are to be held once per month to allow sufficient planning and coordinating of the affairs and activities of the organization.
- 3) Faculty Advisors
 - A. The Society shall have at least one volunteer faculty or staff advisor, hereinafter the "Advisor," from WIU-QC.
 - B. If possible, the Advisor should be a member of the College of Business and Technology faculty/staff.
 - C. The Advisor's duties shall include, but not necessarily limited to:
 - i. Counseling the officers and the members of the Society.
 - ii. Being an ex-officio member of the officers and any committees.
 - iii. Acting as a liaison for the organization with the affiliated departments and officials of Western Illinois University.
 - D. The advisor shall be have an advisor membership through the national Society for Human Resource Management.

ARTICLE XI – Amendment to the Constitution/Bylaws

- 1) Voting on amendments must be conducted no sooner than two (2) weeks after announcement of the proposed changes.
- 2) These Bylaws and the Constitution must be supported by a majority vote of those in attendance at a public meeting.