

## **Article I**

Sisters with Soul of San Bernardino Valley College

## **Article II**

### **Mission**

The purpose of Sisters with Soul (SWS) is to create an organization designed to celebrate all women of diversity. Our purpose is women empowering women of all nationalities at San Bernardino Valley College.

The SWS mission is to motivate, inspire, cultivate & foster friendships through networking with other women & partner agencies, attending conferences & community enhancement programs for SBVC students. Through enriching the educational lives of many women through various community programs it will allow the students to build & foster friendships, gain new life experiences and simply enjoy their college lives.

## **Article III**

### **Duties of the Officers**

\*\*All officers must be currently enrolled at SBVC and must maintain a cumulative G.P.A. of 2.5

### **Section A: President**

- 1) Presides over club meetings
- 2) Responsible for Executive Board creation of General Meeting agendas
- 3) Appoints Executive Cabinet members
  - a) Committee Administrator  
Coordinates event production among Sisters with Soul committees
  - b) Associated Student Government Liaison  
Attends Associated Student Government meetings and events & keeps SWS members informed about Associated Student Government events & policy changes.
- 4) Reviews & submits proposals to the Associated Students Government & reviews Inter-Club Council (ICC) proposals

## **Section B: Vice President**

- 1) Presides over General Meetings when President is absent
- 2) Responsible for the creation of SWS yearly events calendar & budget
- 3) Writes Associated Student Government & ICC proposals

## **Section C: Treasurer**

- 1) Documents SWS spending & earnings
- 2) Produces & submits bi-weekly club account reports at General Meetings
- 3) Deposits money into account
- 4) Responsible for processing paperwork necessary for payment and/or reimbursements to members, vendors, etc
- 5) Collect & report membership dues

## **Section D: Secretary**

- 1) Types & distributes agendas & minutes for each club meeting
- 2) Responsible for club correspondence via mail, email, fax & phone
- 3) Maintains a membership roster
- 4) Tracks attendance at meetings and events of members as required by Constitution

## **Section E: Interclub Council Representative**

- 1) Attends all ICC meetings & presents a report of what occurred to the Executive Board & at all General Meetings
- 2) Distributes SWS related materials to all active clubs on campus
- 3) Presents SWS proposals to ICC

## **Section F: Officer Selection**

Officers shall be elected by majority vote of those members present at the last regular meetings of each semester, via email, [www.sisterwithsoul.ning.com](http://www.sisterwithsoul.ning.com) website, phone conferencing, and/or webcast.

## **Section G: Term of Office**

Term of office shall be one Academic Year. Elections will occur each semester, or as needed to fill vacancies.

## **Article IV**

### **Membership**

#### **Section A: Membership Dues**

Membership dues shall be \$5.00 per semester.

#### **Section B. Active Membership**

To be an active member of SWS, one must:

- 1) Be currently enrolled at SBVC,
- 2) Maintain accumulative G.P.A. of no less than 2.0,
- 3) Attend at least two (2) meetings each month,
- 4) Have paid the semester dues fee, and
- 5) Have attended at least two (2) SWS events a semester during Spring/Summer/Fall Semester.

#### **Section C. Revocation of Membership**

To remove active members from SWS, it will come to vote at the next official SWS meeting. All active members may vote, except the President, who will vote only in the event of a tie. Majority vote will preside.

## **Article V**

### **Meetings**

#### **Section A: Meeting Location & Time**

Regular meetings-time & place will be determined by the officers & the advisor. These meetings shall conform to the regulations governing all student organizations. These meetings will take place in person, via telephone conferences, webcasts, [www.sisterswithsoul.ning.com](http://www.sisterswithsoul.ning.com) website & email.

#### **Section B: Supervision**

All official meetings must be under supervision of the faculty advisor

## **Article VI**

### **Section A: Quorum Definition**

Quorum shall be defined as fifty percent (50%) plus one of all club members presents, or no less than (3) three members.

## **Article VII**

### **Section A: Amendments to the Constitution**

In order for a constitutional amendment, the following requirements must be fulfilled:

- 1) The amendment must be presented in writing by any member along with a justification for the change
- 2) The proposed amendment must pass with a 2/3 majority vote of those members in attendance at the official meeting following its presentation.