Constitution
Lesbian, Gay, Bisexual, Transgender Alliance

Preamble
We the lesbian, gay, bisexual, transgender, and allied population of Virginia Tech will work to promote an environment of equality, understanding, and harmony for people of all sexual orientations, gender identities and expressions by providing the campus and the New River Valley with programs to raise awareness, community visibility, and support.

Article I. Nomenclature and Purpose
Section 1
The name of this organization shall be the Lesbian, Gay, Bisexual, Transgender Alliance.

Section 2
The LGBTA shall assist Virginia Tech with its goal of creating a welcoming environment for all by representing the needs and concerns of sexual and gender minorities through campus-wide awareness programs, advocacy, support, and educational resources.

Section 3
The LGBTA shall educate the Virginia Tech and surrounding communities about LGBTQ culture by working collaboratively with other university departments and student organizations.

Article II. Membership
Section 1
Membership shall be open to all students, faculty, and staff of Virginia Tech as well as to all residents of the New River Valley. The LGBTA shall not discriminate on the basis of race, religion, national origin, sexual orientation, sex, gender identity and expression, disability, age, veteran status, or political affiliation.

Section 2
Any member present at an LGBTA general meeting has the right to vote on any LGBTA topic or issue. For a vote to occur, there must be a consensus to vote on an issue or topic by the members present at the meeting.

Article III. Governance
Section 1
There shall be an annually elected Executive Board, consisting of eleven positions, who must be active Virginia Tech students with at least six credit hours. The Executive Board must make an attempt to be representative of the community they represent as defined by the bylaws. The Executive Board shall be collectively charged with the following duties:

A. To maintain accountability and responsibility in all LGBTA matters.
B. Upon direction of the membership, to implement policies, activities, and programs;
C. To develop and manage an agenda to be better defined by the bylaws;
D. In order to achieve the above, to create committees and organize volunteer participation;
E. To make all routine business decisions;
F. By a majority vote of all Executive Board members, who shall all have one equal vote, to commit any resources (human, capital, or otherwise), implement policy and set the general agenda;
G. To prepare and present the annual student budget with the aid of all interested members and advisors in the office of Multicultural Programs and Services.
H. To aid other officers in their respective duties;
I. To hear and receive all impeachment proceedings;
J. To keep the confidentiality of the membership; and
K. To uphold the Social Media Clause

Section 2
The Executive Board shall consist of President, Vice-President, Treasurer, Speakers Chair, Films Chair, Advertising Chair, AIDS Awareness Week Chair, Pride Week Chair, National Coming Out Day Chair, Student Government Association Representative and Webmaster.

The AIDS Awareness Week Chair, Pride Week Chair, and National Coming Out Day Chair will be a part of a Programming Committee that works collectively to plan each of the aforementioned events, with the chair of the respective event heading said committee. The committee will also be responsible for planning Freedom to Marry Day, and any other event designated to them by the President.

A. The President shall be specifically charged with the following duties:
1) To represent the organization and maintain contacts with the university administration, other campus organizations, and off-campus persons, organizations, and institutions;
2) To represent or delegate someone to represent the organization on university committees such as the Commission on Student Affairs and the UUSA Advisory Committee;
3) To work as an administrator on tasks that cannot be referred to a particular committee as stated by the bylaws or by necessity;
4) To delegate all information, tasks, and plans to the appropriate officers and to oversee all duties of the officers; and
5) To chair all general and Executive Board meetings unless otherwise delegated.

B. The Vice-President shall be specifically charged with the following duties:
1) To carry out delegated correspondence with outside groups, persons, and institutions;
2) To carry out delegated correspondence within the organization;
3) To keep a record of all activities conducted during the general and Executive Board meetings through minutes;
4) To oversee and order supplies for the LGBTA Office;
5) To maintain, control, and keep records of the LGBTA Resource Library;
6) To appoint committee chairs and create committees for specific programs approved by the Executive Board;
7) To integrate and oversee all committee activities,
8) To reserve rooms for all those events.
C. The AIDS Awareness Week Chair shall be specifically charged with the following duties:
1) To coordinate programs and activities, information and relevant administrative duties with committees and committee chairs involving AIDS Awareness Week;
2) To create committees and appoint committee chairs for specific programs approved by the Executive Board;
3) To integrate and oversee all committee activities; and
4) To reserve rooms for all those events.
5) Serve on the Programming Committee

D. The Pride Week Chair shall be specifically charged with the following duties:
1) To coordinate programs and activities, information and relevant administrative duties with committees and committee chairs involving events for Pride Week;
2) To create committees and appoint committee chairs for specific programs approved by the Executive Board;
3) To integrate and oversee all committee activities; and
4) To reserve rooms for all those events.
5) Serve on the Programming Committee

E. The National Coming Out Day Chair shall be specifically charged with the following duties:
1) To coordinate programs and activities, information and relevant administrative duties with committees and committee chairs involving events for National Coming Out Day;
2) To create committees and appoint committee chairs for specific programs approved by the Executive Board;
3) To integrate and oversee all committee activities; and
4) To reserve rooms for all those events.
5) Serve on the Programming Committee

F. Treasurer:
1) Shall receive and disburse all money on behalf of the organization under the direction of the Executive Board
2) Shall record the acceptance of all money in a permanent running account according to the policies of the uniform accounting system of Virginia Polytechnic Institution and State University
3) Shall submit a written report of all expenditures, deposits, and balances of the organization to be inserted into the minutes of all Executive Board Meetings
4) Shall have all vouchers and other instruments for the payments of money drawn in the name of the organization and signed by the President or Treasurer.
5) Shall be responsible for the yearly budgeting process
7) Shall attend all Budget Board meetings

G. The Speakers Chair shall be specifically charged with the following duties:
1) To coordinate programs and activities, information and relevant administrative duties with committees and committee chairs involving events designed as lectures, workshops, or any other event using a speaker not related to another Executive Board member’s programming;
2) To create committees and appoint committee chairs for specific programs approved by the Executive Board;
3) To integrate and oversee all committee activities; and
4) To reserve rooms for those events.

H. The Films Chair shall be specifically charged with the following duties:
   1) To coordinate programs and activities, information and relevant administrative duties with committees and committee chairs involving film showings not related to another Executive Board member’s programming;
   2) To create committees and appoint committee chairs for specific programs approved by the Executive Board;
   3) To integrate and oversee all committee activities; and
   4) To reserve rooms for all those events.

I. Advertising Chair
   1) Shall be responsible for advertisement of LGBTI through flyers, Facebook Event postings, etc
   2) Shall be responsible for all promotional materials for LGBTI events
   3) To appoint committee chairs and create committees for specific programs approved by the Executive Board;
   4) To integrate and oversee all committee activities; and
   5) To coordinate with other Executive Board members on the reservation of rooms.

J. The Student Government Association Representative shall be specifically charged with the following duties:
   1) Attend all SGA House of Representatives meetings; and
   2) Report back to the executive board

K. The Webmaster shall be specifically charged with the following duties:
   1) To maintain and regularly update the organization’s website;
   2) To manage any electronic discussion and announcement listservs for the organization; and
   3) To keep records of the contact information for all Executive Board members and advisors.

Section 3
Social Media Clause
The LGBTI of VT uses Social Media as a means to advertise for events, communicate with members, and spread news about LGBTQ communities around the world and in the area. Our social media groups are currently a way to connect many people from our membership with each other online.
We strive to foster an environment where constructive, critical, in-depth discussions and debates can take place. In order to create a more welcoming, civil, and safe environment, and to abide by the Principles of Community (http://www.vt.edu/diversity/principles-of-community.html), the Aspirations for Student Learning (http://www.dsa.vt.edu/about/aspirations.php), and the LGBTA of VT’s mission, the Executive Board of the LGBTA will have the ability to censor, and/or remove comments or members from the organization’s social media sites at the board’s discretion.

Grounds for removal of posts or members include disrespectful language and tactics such as: hateful speech, threatening comments, intentional attempts to derail, hijack, troll, or bait others into an emotional response, consistent or intentional behavior to make the community a less civil and enjoyable place to be, direct or indirect attacks, name-calling or insults, violent and hostile language or calls for violence and hostility, etc.

Any member of the Social Media group has the right to report behavior in conflict with the above clause to the Executive Board. The Executive Board will then warn the person involved that their actions have been deemed to be in conflict with a safe, inclusive, civil environment. If the behavior persists, the Board reserves the right to remove that member and/or the comments.

Section 4
Elections for new officers will be held prior to the end of the Spring Semester. New officers will attend Executive Board meetings in order to begin the transition into their role. The standing officers will assist in the transfer of information related to each post of that newly elected officer. Each office will follow the academic calendar, with elections for each position occurring every year during the designated period in the spring semester. Although each position’s term lasts only a year, there will be no set limit to the amount of terms an officer can hold. New officers are required to fill out the Officer Application.

Section 5
Only active students at Virginia Tech who are members may serve on the Executive Board. This stipulation is to be verified through the Application Process as mentioned in Section 4.

Section 6
Nominees for office must receive a plurality of votes from the members present to be elected to the office.

Section 7
At the discretion of the Executive Board, should a vacancy occur between elections, an election will be held within one month of the vacancy’s occurrence. One week notice must be given of that election. Alternately, the Executive Board may choose to assign the duties of the vacant office to one or more Executive Board member.
Section 8
An Executive Board member who wishes to resign from office must submit a request in writing to the Executive Board. The letter, with the resignee's permission, is to be read at the next general meeting.

Section 9
For executive decisions, quorum shall be defined as the majority of the Executive Board.

Section 10
Any member shall have the ability to begin impeachment proceedings of any Executive Board member. The impeachment proceedings shall be as follows:

A. A member who has a substantial complaint concerning an Executive Board member's conduct as an officer must present the complaint at the next executive meeting.

B. At the stated executive meeting, a majority vote by the Executive Board shall determine whether the charges are valid. If the charges are valid, there shall be an impeachment hearing before the General Body. If the charges are not valid, the case shall be dismissed.

C. During the impeachment hearing, parties on both sides of the dispute may present their case before the General Body. At this point, the General Body shall vote on the impeachment. Should a two-thirds majority of the General Body vote to dismiss the officer, that person shall be immediately relieved of all duties and responsibilities related to the Executive Board.

Section 12
There shall be written bylaws that will outline general operating policies not covered in this constitution.

Section 11
There shall be written bylaws that will outline general operating policies not covered in this constitution. The sections of the bylaws may be added, repealed, or revised by a simple majority vote of the quorum. The bylaws as accepted by the membership shall be adhered to at all times by the officers and members.

Section 12
This organization's officers and members shall be governed by the constitution, bylaws, legal contracts, and Virginia Tech's policies at all times.

Section 13
The advisement of the LGBTA shall be under the direction of the office of Multicultural Programs and Services.

Article IV. Meetings
Section 1
General meetings shall be held weekly during the fall and spring semesters.

Section 2
Executive Board meetings shall be held prior to general meetings.

Article V. Finances
Section 1
Finances include both generated revenue and budget board funds.

Section 2
Generated revenue includes all dues, donations and funds raised by the organization.

Section 3
Budget Board revenues are those funds provided to the organization according to the annual budget prepared by the members and approved by the Student Budget Board.

Section 4
The Account Manager of the Student Services and Activities shall pay, using budget board funds, all expenses incurred which are authorized under the approved budget.

Section 5
All deviations from the approved budget, exceeding $50.00, or which would require review by the Student Budget Board, must be approved beforehand by the Executive Board.

Section 6
All of the above will be monitored and maintained by the Treasurer.

Article VI. Regulations
Section 1
This organization will adhere to the policies and procedures governing organizational activities as established by university policies and University Student Budget Board.

Article VII. Amendments
Section 1
An amendment to the Constitution may be proposed in writing and given to a member of the Executive Board by any member of the organization at any LGBT AQ meeting.

Section 2
To be adopted, the amendment must receive a two-thirds majority vote of the members present at the next business meeting following the introduction of the amendment. The amendment must then be approved by the Commission on Student Affairs.

Article VIII. Ratification
Section 1
This constitution shall be ratified by a two-thirds majority vote of the members present at the following general body meeting.
Section 2
Upon ratification, all other constitutions shall be null and void.

This constitution was ratified by the General Body on Thursday, February 23, 2012

This constitution was ratified by the Commission on Student Affairs on Thursday, April 5, 2012