

The Constitution of Aggie Sisters for Christ  
Aggie Sisters for Christ  
ASC  
Texas A&M University

**Article I**

**Name**

The name of this organization shall be Aggie Sisters for Christ, also known as ASC.

**Article II**

**Purpose and Goals**

*"Let us hold unswervingly to the hope we profess, for he who promised is faithful. And let us consider how we may spur one another on toward love and good deeds, not giving up meeting together, as some are in the habit of doing, but encouraging one another -and all the more as you see the Day approaching."*

*Hebrews 10:23-25*

The goal of Aggie Sisters for Christ is to glorify Jesus Christ in everything we do. Our focus is Jesus Christ; therefore, we will strive to learn more about Him and grow in His word. We desire to provide members with Christian fellowship and spiritual accountability so that our personal relationships with Jesus Christ may be enhanced. Following the example of Jesus Christ, we will serve our community. Fulfilling our calling as presented in the Great Commission, we will share the truth with those around us.

**Statement of Beliefs**

*The Bible*

We believe that the Bible, Old and New testament, is the living Word of God. Inspired by God and revealed to man. We believe it in its entirety. (Ephesians 4:12, Revelation 22:19)

*Jesus Christ*

We believe in Jesus Christ as the Son of God born a man through the virgin Mary according to the scriptures. He lived a sinless life and died on the cross to bear all our sin. Then He rose from the dead and is in Heaven with God the Father. He will one day return to earth in power for all those that believe in Christ.

*The Trinity*

We believe in one God existing and we believe in the trinity, three in one, Father, Son, and Holy Spirit.

*Salvation*

We believe that man was made in the image of God but separated by sin. So Jesus Christ died on the cross to bear all our sin and then rose again three days later, triumphing death. It is by grace through faith in Jesus Christ alone that we are saved. Whoever believes in Him will have eternal life in heaven. (John 14:6, John 3:16, Ephesians 2:4)

**Article III**

**Membership**

Section 1

**Number**

The total number of active members shall not be limited.

## Section 2

### Eligibility

ASC is a non-selective organization where students are eligible for active status if they are currently enrolled at Texas A&M University or a local college.

## Section 3

### New Members

#### A. Meetings and Guidelines

1. New member informational meetings shall be held over a one-week time period, beginning the week following the first or second regular ASC meeting. In order to join the organization, the student must attend at least one informational. This requirement may be waived at the discretion of the New Member Chairmen.
2. Required commitment forms will be given by the designated Officers on the day of New Member Commitment Night. If the commitment form is not turned in under these conditions, the student shall not be eligible for membership in ASC unless otherwise determined by New Member Chairmen.
3. New members will be required to pay a deposit of \$50 in order to join the organization. This deposit will cover the expenses required for New Member events. The due date for this deposit will be determined by the New Member Chairmen.
4. The student shall not be eligible for membership in ASC if the designated number of points are not obtained by the determined date, unless otherwise determined by the New Member Chairmen.
5. New members are required to attend a New Member Retreat as well as each New Member Meeting held on the day of regular ASC meetings, which are designated by the New Member Chairmen. The absences for new member events must not exceed two unexcused absences. If the absences exceed two, the member must communicate with the New Member Chairmen.
6. Members shall read and maintain familiarity with the Constitution.
7. Membership is open to one who meets the above requirements, upholds the goals and values of this organization as stated in Article III Section 10, and follows the guidelines as set forth in these by-laws.

#### B. Voting for new members

1. Each member shall have full voting privileges after fulfilling new member requirements as set forth by the New Member Chairmen.
2. The new member may vote on informal issues at all times.
3. The President has the discretion, with the approval of the Officers, to distinguish between a formal and informal vote.

## Section 4

### Active membership and duties of membership

- A. Each new member shall be declared an active member after they have successfully completed the new member responsibilities as set forth by the organization.
- B. In order to maintain active status, a member must complete the following:
  1. Fulfill the attendance requirements stated in the constitution.
  2. Maintain the goals and standards of this organization as stated in Article III Section 10 of the Constitution.
  3. Fulfill the financial obligations to the organization each semester as stated in the constitution.
  4. Fulfill the service requirements of the organization.
  5. Fulfill the social requirements of the organization.
- C. Members are encouraged to have an active involvement in a local church body separate from participation in the organization.

Section 5 Voting

Each active member shall have one vote on any matter placed before this body. In all cases, unless otherwise specified in this constitution or by-laws, a majority vote will rule. Three-fifths of the entire active membership shall constitute a quorum. A quorum must be present before a vote can be taken that will bind the actions of the organization.

Section 6 Attendance

A. Attendance Requirements

1. The absences for weekly meetings must be no more than two unexcused absences. If beyond two, the member in question must address the Secretary.
2. The absences for weekly small group meetings must be no more than two unexcused absences. If beyond two, the member in question must address the Secretary.
3. New members are required to attend a New Member Retreat and each New Member Meeting held on the day of regular ASC meetings, which are designated by the New Member Chairmen. The absences for new member events must be no more than two unexcused absences. If absences exceed two, the member must address the New Member Chairmen.
4. Members of committees shall be required to attend at least 75% of the committee meetings. Further requirements of attendance shall be determined and made clear by the individual committee heads.

B. Excused Absences

1. Recognized excused absences shall include, but are not limited to the following circumstances:
  - a. Texas A&M University recognized absences.
  - b. Scheduled tests or University sponsored review sessions.
  - c. Meetings or functions of another organization provided that the ASC member is an Officer in the other organization, not exceeding two absences.
  - d. Non-university sponsored tutoring sessions (maximum of 3 absences).
2. In the event that members know they shall be absent, for an excused reason, they are required to submit a reason for the absence in writing to the Secretary.
3. All non-university sponsored tutoring absences must be proven and will be approved at the discretion of the secretary. One must not exceed (3) non-university sponsored tutoring absences in one semester.
4. Excused absences shall be approved at the discretion of the Secretary. The Secretary must be notified in writing within two weeks of the absence in order that the absence to be excused.
5. In the event that an absence is in question concerning whether or not it is excused or unexcused, the Officers shall be responsible for rendering a decision.

Section 7 Financial Obligations

- A. Dues shall be paid each semester by all members who choose to remain active, no later than the appointed date.
- B. The amount to be paid shall be determined by the Treasurer with the approval of the Officers. The figure shall be determined based on the anticipated expenses for that semester. The Officers shall have the option but not the requirement to increase dues by a maximum of fifty dollars per calendar year.
- C. The amount of and due date of new member dues shall be determined by the ASC

Officers.

- D. If the member has not paid the full amount of dues by the week containing the second installment, or communicated with the Treasurer, then that member will be subject to a fifty dollar fine unless otherwise determined by the Treasurer.
- E. If the member has not paid the full amount of dues two weeks after the week containing the second installment, or communicated with the Treasurer, then that member will be declared inactive.
- F. If a member fails to fulfill their financial obligations to ASC by the end of the semester, they will be dismissed from the organization, or otherwise determined at the discretion of the President and Treasurer.
- G. If a member is unable to pay dues because of extenuating circumstances, a scholarship application may be written to the Treasurer requesting exemption of payment for that semester by a date set by the Officers.

## Section 8

### Service Requirements

- A. Each member shall earn 6 service points each semester. Unless otherwise stated, one point is equivalent to one hour of service.
  - 1. Four points per semester may be earned through a project outside of an ASC organized service event. One may only earn a maximum of two points per outside service project.
  - 2. A maximum of two service points per semester can be earned through a "Make-Your-Own."
  - 3. Out of the service point requirement of 6 points, 1 of those points must be earned with the organization's philanthropy.
  - 4. An unexcused absence, including signing up and failing to attend a service project, shall result in an additional service point requirement.
  - 5. A member who signs up for a project and is unable to attend must contact the Outreach Director 72 hours prior to the project unless she finds a replacement.
  - 6. The Outreach Director has the discretion, with the approval of the Officers, to distinguish an excused absence.
  - 7. An overnight project within ASC counts as three service points (e.g. Pine Cove).
  - 8. Service points will be due on the date determined by the Outreach Director.

## Section 9

### Social Requirements

- A. Obtain the required number of social points as set forth by the Officers.
  - 1. Old Girls: 5 social points
  - 2. New Girls: 10 social points
- B. Members in leadership will receive up to 3 social points per semester upon fulfillment of their duties as outlined in Article X of the constitution.
- C. Members who have perfect attendance at small group and/or all ASC meetings will receive 1 social point at the end of the semester for each. (Perfect attendance is qualified as having zero unexcused absences and fewer than three excused absences.)
- D. Signing up and failing to attend a one-on-one shall result in an additional social requirement.

## Section 10

### Standards of Behavior

- A. These standards of behavior shall apply to every active member of the organization.
- B. Alcohol Consumption
  - 1. At no time shall any alcoholic beverage or drug be served or consumed at any ASC function, nor shall any member or guest arrive under the influence. Possession or consumption of substances, or intoxication of a member or guest

before or at any ASC function, shall be grounds for removal from the function at the discretion of the Officers present. An ASC function shall be defined as any meeting, social, or service event sponsored or organized by ASC.

2. At no time shall any substances be consumed or purchased while wearing ASC apparel.
3. Members are not to consume substances illegally, in public or private.
4. A violation of any part of this policy shall be grounds for placing a member on probation.

C. Social Media

1. Members shall be mindful of their online presence as they represent themselves, ASC, and Jesus Christ. They should strive to glorify the Lord through their social media.
2. Members are not to post any content that depicts or indicates participation in illegal behavior, including the illegal consumption of substances.
3. Members are not to post any content that is immodest whether in dress or behavior.
4. Members shall refrain from posting profanity, suggestive, or lewd content.
5. Violations of this policy shall be addressed by the Officers. The member may be asked to remove the content in question. Repeated violations of this policy or refusal to remove content is grounds for placing a member on probation.

D. ASC Events

1. Members are not to attend an ASC event immodestly, whether in dress or behavior. Members shall refrain from participating in profanity, suggestive, or lewd content.
2. Officers have the discretion to ask a member to leave if the member violates this policy.
3. All dates and guests must abide by this policy.

Section 11

Inactive Status

- A. Inactive status occurs when a student elects to not participate in ASC functions for a semester, but maintains membership status. Inactive members are excused from organization requirements contingent on their communication of their change of status as declared by the Constitution. Inactive members may not attend any ASC member only events for the duration of the inactive semester.
- B. A member shall be declared inactive under the following circumstances:
  1. The student makes it known to the Secretary that the student wishes to become inactive by the second meeting of the semester. If this is not done, the student will be placed on probation for all applicable unfulfilled requirements.
  2. The student violates the Financial Policy as stated in Article III Section 6.
  3. Inactive status will last one semester, but members may be inactive for up to two nonconsecutive semesters. If more than two semesters are taken as inactive, the student must complete New Member point requirements upon their return.
- C. Change of Status
  1. Members wishing to either go inactive or return to active ASC status must complete and turn in a Change of Status form by the second meeting of the semester.
  2. If a member goes inactive because of dues, they can become active again once their financial obligations are met within one semester.

Section 12

Probation

- A. Probation is the status of an active member who has failed to meet organization

requirements the previous semester and who must fulfill all current semester requirements or lose organization membership.

- B. A member shall be declared on probation for one semester under the following circumstances:
  - 1. Failure to fulfill attendance requirements.
  - 2. Failure to fulfill service requirements of six service points from the previous semester.
  - 3. Failure to fulfill the designated social point requirements.
  - 4. Violation of the Standards of Behavior as stated in Article III Section 10.
- C. Probation terms:
  - 1. Probation will last one semester.
  - 2. A member must fulfill all attendance, service, and social requirements during the probationary semester in order to be reinstated as an active member. She also must fulfill these additional requirements by the end of the probationary semester to regain her active status. Any of the following may apply:
    - a. If on probation for failing to meet the required number of service points, a member must make up that number of incomplete service points in the following semester up to but not exceeding six points.
    - b. If on probation for absences, the member must complete an additional social point per unexcused absence up to but not exceeding five social points.
    - c. If on probation for failing to meet the required number of social points, a member must make up that number of incomplete social points in the following semester up to but not exceeding five social points.
    - d. If on probation for a violation of the Standards of Behavior, a member must complete an additional point requirement, as determined by the Officers. In order to complete the probationary semester, the member also must not commit another violation of the Standards of Behavior during the probationary period.
    - e. Probation requirements and organization requirements combined shall not exceed eighteen points.
  - 3. All probationary requirements shall be completed by the same date that regular requirements are due. The Secretary shall determine this date.

### Section 13

#### Removal of a Member

- A. Reasons for removal are:
  - 1. Failure to fulfill probation obligations within the semester it was given.
  - 2. More than one semester of probation shall be grounds for removal
  - 3. More than one consecutive semester of inactive membership status.
  - 4. Failure to fulfill financial obligations to the organization.
  - 5. Failure to fulfill absence probation requirements shall result in immediate removal from the organization.

### Section 14

#### Appeals

A member may choose to appeal a decision according to the following:

- A. *Attendance*: If at any time a member of the organization feels a ruling on the reason for the absence is unjust, that member may appeal the decision to the Officers of ASC, who will then render a decision.
- B. *Inactive status*: The member will be notified in writing of the inactive status and given an opportunity to appeal to the ASC Officers in writing or at a scheduled meeting. The Officers will then render a decision
- C. *Probation*: The member will be notified in writing of the probationary status and given

an opportunity to share her perspective. Should the Officers vote to uphold the probationary decision, the member will be notified in writing and will be required to complete the probationary requirements.

- D. *Removal:* The member will be notified in writing of the impending removal and given an opportunity to share their perspective. Should the Officers vote to remove the member, the member will be notified in writing and may rejoin active membership upon completion of another New Member semester.
- E. A member must appeal a decision within a week of receiving notification.

Section 15      Banquet

A. Purpose

- 1. The purpose of banquet is to honor active members who have served and been involved in ASC. In order for the purpose of banquet to be upheld, certain standards are necessary.

B. Banquet Requirements

- 1. Must be completing studies at Texas A&M or local colleges through graduation (either same semester or next semester), transfer, withdrawal, internship, co-op, student teaching, early graduation, or personal circumstances.
- 2. Must complete all regular ASC semester requirements by at least two weeks prior to the Banquet date, including payment of dues, completion of required service and social points, and adherence to attendance requirements.
- 3. Must meet all deadlines concerning letters, pictures, etc. that are given by the Banquet Chair.
- 4. Must submit in writing a letter stating the intent of and the reasons for going through Banquet.
- 5. Letters concerning special circumstances and/or exceptions should be written and presented to the Banquet Chair for approval.

Section 16      Alumni

Any member may apply to be placed on active Alumni status, by banquetting out or by submitting a written request to the Vice-President.

Article IV  
Officers

Section 1      Purpose

The purpose of Aggie Sisters for Christ Officers is to govern the organization as a representative body of the general membership and be responsible for enforcing all of the provisions of the constitution and the by-laws of Aggie Sisters for Christ by...

- A. Planning and generating ideas for the organization.
- B. Meeting regularly to review and discuss any proposals that will be presented to the general membership.
- C. Performing any duties or responsibilities given to them by the constitution and by-laws of Aggie Sisters for Christ.

Section 2      Membership

The Officers consist of two teams, Executive Officers and Spiritual Development Officers.

- A. Executive Officers will consist of the President, Vice Presidents, Secretary, Treasurer, New Member Chairmen, Outreach Director, Communications Director, and Chaplain.
- B. Spiritual Development Officers will consist of the Chaplain, Prayer Coordinator, Worship Coordinator, and Discipleship Chairmen.

Section 3 Meetings

The Officers shall assemble under the following guidelines:

- A. The President shall chair the Officers.
- B. The Vice-Presidents shall chair the Officers in the absence of the President.
- C. The Officers shall meet for weekly meetings on a time that is agreed on by all Officers.
- D. The Chairmen shall call a special meeting of the Officers as deemed necessary.
- E. Regular meetings of the Officers shall be announced in general assembly meetings and may be attended by any active member unless the Officers have perceived a need for the meeting to be closed.
  1. Discussion of business shall be limited to Officers unless permission is given for another member of ASC to speak.

Section 5 Voting

Votes cast within the Officers shall follow these guidelines:

- A. The President shall vote only in the case of a tie.
- B. A majority vote shall rule.
- C. Votes shall be counted by the President in the presence of two or more Officers.

Section 6 Duties of the Advisor

The duties of the Advisor shall be as follows:

- A. The advisor must be a full-time university employee (faculty or staff) with the skills and/or training necessary to advise the organization.
- B. The advisor must meet with Officers of the organization to discuss expectations for roles and responsibilities.
- C. The advisor should attend some Officer meetings and general meetings throughout a semester.
- D. The advisor must assist in the development of realistic goals for the year.
- E. The advisor should be aware of the organization's financial status.
- F. The advisor should be aware of the University Student Rules and other institutional guidelines that establish expectations for student behavior and activities.

Article V

**Election of Officers**

Section 1 Elected Officers

- A. This organization shall elect from its membership a President, Vice Presidents, Secretary, Treasurer, Chaplain, Outreach Director, Prayer Coordinator, Worship Coordinator, and Communications Director.
- B. The person with the majority vote will win the election.
- C. Discipleship Chairmen and New Member Chairmen shall be appointed to their positions as stated in Article V Sections 9 and 10 respectively.
- D. To be able to apply for an Officer position, the member must have previously been on leadership or will be subject to a supplementary interview with three current Officers.
- E. A member may only apply for one Officer position at a time.

Section 2 Term of Office



The elected and appointed Officers shall serve for one year beginning at the conclusion of Spring election to the conclusion of the following Spring election.

### Section 3

#### Eligibility of Officers

Students elected as Officers in this organization shall:

A. Have a minimum cumulative and semester grade point ratio (GPR) as stated below and meet that minimum cumulative and semester GPR in the semester immediately prior to the election/appointment, the semester of election/appointment and semesters during the term of office.

1. For undergraduate students, the minimum cumulative and semester GPR is 2.00. In order for this provision to be met, at least six hours (half-time credits) must have been taken for the semester under consideration. In one limited circumstance, summer semester hours may be applied to this provision. In order for summer coursework to qualify toward a grade point ratio prior to election/appointment, at least six credit hours must have been taken during the course of either the full or two summer session(s).
2. For graduate level students the minimum cumulative and semester GPR is a 3.00 and for first professional students the minimum cumulative and semester GPR is 2.50. In order for this provision to be met, at least four hours (half-time credits) must have been taken for the semester under consideration. In one limited circumstance, summer semester hours may be applied to this provision. In order for summer coursework to qualify toward a grade point ratio prior to election/appointment, at least four credit hours must have been taken during the course of either the full or two summer session(s) unless fewer credits are required as they complete the final stages of their degree.

B. Be in good standing with the university and enrolled:

1. At least half time (six or more credit hours), if an undergraduate student (unless fewer credits are required to graduate in the spring and fall semesters) during the term of office. Students enrolled in the Blinn TEAM program are also eligible to hold an office, as long as the student is meeting all applicable Blinn TEAM requirements and is in good standing with the program.
2. At least half time (four or more credits), if a graduate level student (unless fewer credits are required in the final stages of their degree as defined by the Continuous Registration Requirement) during their term of office.

C. Be ineligible to hold an office should the student fail to maintain the requirements as prescribed in (A) and (B).

1. We expect Officers to model behavior that is consistent with the values, goals, and mission of the organization. An Officer who fails to uphold the moral integrity of the organization's values, implied from the mission statement and goals, will be confronted and allowed to explain their actions in an open-minded discussion, as well as to defend their commitment to the values of the organization.
2. Officers shall not hold more than one position of leadership per semester, unless a vacancy occurs and the Executive Officers see that a current member of leadership will be best suited to continue the position in the other's absence.
3. If an Officer were to step down from their position at any point during their term of leadership and desire to remain an active member, they will be asked to complete an additional 3 service points before the next due date of membership points. The

purpose of this requirement is to establish accountability in leadership.

Section 4 Time of Elections

Elections shall be held during a regular meeting. Officers shall be elected at the second to last meeting of the spring semester.

Section 5 Nominations

- A. Nominations for all Officer positions must be made at least two weeks before elections in the spring semester. These nominations are to be taken verbally. A member may choose to nominate themselves by submitting an application to the President.
- B. Each nominee must submit a signed letter of application, to be read by all members, to the President during the seven days after the meeting in which nominations were taken. If no letter is received, the nominee will be assumed to have declined the nomination.
- C. Officers must be elected from the active membership of Aggie Sisters for Christ and shall not be on probation during any term in which they serve. Upon being placed on probationary status, the member shall be removed from the office.

Section 6 The Election of President

- A. The member must have served a prior term as an Executive Officer, however if no eligible members run for the position of President, then any active member who has previously served in leadership shall be considered eligible.
- B. Those wishing to run must first meet with the current President.
- C. Those wishing to run must complete an application

Section 7 The Election of Vice Presidents

- A. The member must have served a prior term as an Officer or Social Chair. However, if no eligible members run for the position of Vice Presidents, then any active member who has previously served in leadership shall be considered eligible.

Section 8 The Election of Chaplain

The chaplain election process will be as follows:

- A. Those wishing to run will put in a letter to the current Chaplain.
- B. The committee will read those letters and interview those who wrote them.
- C. The current Chaplain will select two candidates to speak at a general ASC meeting, with the consultation of the committee.
- D. The ASC body will vote for one of those two candidates in the regular election.
- E. Each nominee must have previously served as a small group leader.

Section 9 The Appointment of Discipleship Chairmen

The Discipleship Chairmen appointment process is as follows:

- A. Those wishing to be considered will put in a letter to the current Discipleship Chairmen.
- B. The committee will read those letters and interview those who wrote them.
- C. The current Discipleship Chairmen will use their discretion to decide the number and identity of the chairmen, with the consultation of the committee.

D. Those wishing to be considered must have previously served as a small group leader.

Section 10 The Appointment of New Member Chairs

The New Member Chairmen appointment process is as follows:

- A. Those wishing to be considered will put in a letter to the current New Member Chairs.
- B. The committee will read those letters and interview those who wrote them.
- C. The current New Member Chairs will use its discretion to decide the number and identity of the chairmen, with the consultation of the committee.
- D. Those wishing to be considered must have previously served as a new member group leader.

Section 11 Vacancies of Officers

Presidential vacancies:

- A. The Vice-Presidents shall succeed the President if the latter office becomes vacant.
- B. In the event of vacancies in any of the elected offices, such vacancies shall be filled by any active member based on the requirements stated previously in Article V by a simple majority vote of the active members present.

Section 12 Required Vote

All elected Officers must be elected by a simple majority vote of the active members present. Voting will be done by secret ballot.

Article VI

**Duties of the Officers:**

Section 1 Duties of the President

- A. The member shall preside at all meetings and functions of the organization and shall preside over the Officers.
- B. The member shall, with the Treasurer, assume joint responsibility in matters concerning disbursement and management of all monies and financial assets.
- C. The member shall be responsible for making the arrangements for the organization's meeting place.
- D. The member shall be responsible for organizing and giving announcements at the weekly meeting.
- E. The member shall be responsible for planning and leading the Officer retreat held before the beginning of each semester.
- F. The member shall be responsible for approving and enforcing themes and designs to uphold the purpose of the organization.
- G. The member shall be responsible for enforcing all the provisions and guidelines as set forth in the constitution and its by-laws.
- H. The member shall minister to the spiritual needs of the Officers. This member will be responsible for meeting with, praying with, and encouraging the Officers.

Section 2 Duties of the Vice-Presidents

- A. In the absence of the President, the members shall preside with full authority at the organization's meeting and at any official function.

- B. The members shall aid the President in any matters that may require assistance.
- C. The members shall be in charge of designing the bi-annual T-shirt.
- D. The Vice Presidents, along with the Committee Heads, should be responsible for designing, ordering, and distributing T-shirts and other ASC apparel to the organization.
  - a. Apparel not claimed by the end of the semester will no longer be held, and, at the discretion of the Vice Presidents, will be sold on a first come, first served basis.
  - b. Each committee head will be in charge of their event T-shirt with the approval of their overseeing Vice President who will be in charge of all other ASC apparel and merchandise. The Internal Vice President should oversee bi-annual merchandise sales, and the External Vice President should oversee bi-annual PR shirt sales.
- E. The members shall minister to the spiritual needs of the committee chairs and will be responsible for meeting with, praying for, and encouraging each chair. The Vice Presidents will also be responsible for informing each chair of matters discussed at Officer meetings as well as informing Officers of matters discussed when meeting with each chair.
- F. The Internal Vice President will oversee the Retreat Chair, Intramural Chair, and Sisterhood Chair.
- G. The External Vice President will oversee the Formal Chair, Songfest Chairmen, and Alumni Chair.

Section 3

Duties of the Secretary

- A. The member shall collect attendance of each meeting and shall make absence forms available.
- B. The member shall maintain a roster of all members of the organization.
- C. The member shall accurately keep track of members that are on probationary status and be responsible for writing and distributing probation letters.
- D. The member shall accurately keep track of active/inactive status of members and shall be responsible for making active/inactive forms available.
- E. The member shall maintain all records, keeping them current and orderly.
- F. The member shall record and maintain the minutes at every meeting of the Executive Officers.

Section 4

Duties of the Treasurer

- A. The member shall receive, care for, and disperse all monies of the organization.
- B. The member shall collect all dues, fees, and assessments of the organization.
- C. The member shall report to the President and Secretary the names of individuals who are negligent in fulfilling their financial obligations.
- D. The member shall be responsible for forming a budget and presenting it before the organization to be voted upon each semester.
- E. All funds must be deposited within 24 hours after collection in the SOFC.

Section 5

Duties of the Chaplain

- A. The member shall minister to the spiritual needs of the members of the organization.
- B. The member shall see to it that the organization abides by its commitment to Christian fellowship.
- C. The member shall be responsible for the devotional at all general meetings and ensuring that the gospel message is consistently presented throughout their term.

Section 6

Duties of the Discipleship Chairmen

- A. The members are responsible for planning and coordinating all small groups and monitoring the progress of the groups throughout the semester by having routine meetings with the small group leaders.
- B. The members are responsible for organizing the training and curriculum for small group leaders.
- C. The members are responsible to act as a resource for one-on-one discipleship opportunities within the community.
- D. The members are responsible for encouraging small group leaders and addressing issues of accountability within the small group leaders' personal walks.
- E. The members shall hold interviews and select the small group leaders.
  - 1. During the interview process of small group leaders, an odd number of interviewers shall conduct each interview. The same interviewers shall attend each small group leader interview for the purpose of consistency.

Section 7

Duties of the Worship Coordinator

- A. The member shall lead worship during general meetings.
- B. The member shall invest time into the members of the Worship committee, pray for them, and be available to minister to them in whatever way they need.
- C. The member is responsible for planning any worship events (all worship nights, commitment night, etc.)

Section 8

Duties of the Outreach Director

- A. The member shall oversee the Service Committee; including the Community Service Chair, Mission Trip Chair, and Service Points Chair.
- B. The member shall minister to the spiritual needs of the Service Chairmen. Outreach Director will be responsible for meeting with, holding accountable, praying for, and encouraging each Chairman. The Outreach Director will also be responsible for informing each chairman of matters discussed at Officer meetings, as well as informing Officers of matters discussed when meeting with each chairman.
- C. The member shall plan, with the Mission Trip Chairman, mission trip(s) throughout the school year.
- D. The member shall provide opportunities, with the assistance of the Community Service Chairman, for the whole of ASC to contribute and donate to mission organizations throughout the year in an effort to spread the gospel.
- E. The member shall plan fundraisers, with the assistance of the Mission Trip Chairman, and donate scholarships for members going on mission trips who need financial assistance.

Section 9

Duties of the New Member Chairmen:

- A. The members shall hold meetings with the new member leaders.
- B. The members shall hold interviews and select the new member leaders.
  - 1. During the interview process of New Member leaders, an odd number of interviewers shall conduct each interview. The same interviewers shall strive to attend each New Member leader and interview for the purpose of consistency.
- C. The members shall oversee the duties of the new member leaders.
- D. The members shall be responsible for conducting the informational meetings for potential new members. The members shall brief them on the organization's goals,

- membership requirements, and financial obligations.
- E. The members shall plan commitment night, induction, a retreat for the new members, and mixers that include all members of ASC.
  - F. The members shall be responsible for checking new member eligibility prior to induction.
  - G. The members shall be responsible for presenting the constitution to new members and ensure its understanding.
  - H. The members are responsible for encouraging new member leaders and addressing issues of accountability within the new member leaders' personal walks.

Section 10 Duties of the Prayer Coordinator

- A. The member shall coordinate a prayer committee.
- B. The member shall organize corporate prayer inside the regular meeting, as well as concurrent prayer during and outside the meeting.
- C. The member shall act as a liaison with other organizations on campus with a focus on prayer concerns and unity among organizations.
- D. The member shall be available to meet with members to pray with them and help them grow in their prayer lives.
- E. The member will organize prayer before outreach events.
- F. The member will organize one all-prayer ASC meeting per semester.
- G. The member will organize weekly prayer committee meetings outside of regular meetings.

Section 11 Duties of the Communications Director

- A. The member shall coordinate a communications committee.
- B. The member shall create and send out weekly newsletter.
- C. The member shall keep the website and social media accounts up to date.
- D. The member shall keep media record (ie, photography, videography, etc.) of the organization's outreach and social events.
- E. The member shall run the PowerPoint for general meetings.
- F. The member shall post weekly PowerPoints on the Facebook page.

Section 12 Additional Powers and Responsibilities

Each Officer shall have any and all powers and responsibilities as enumerated in the by-laws of this constitution.

- A. The Officers shall follow all regulations set forth in this Constitution, including those for regular members and members of leadership.
- B. Officers are required to sign and follow a contract written specifically for their position.
- C. The Officers shall keep accurate minutes of all meetings during the office term.
- D. Each officer shall keep accurate records of all activities performed in their respective positions during the office term.
- E. The Officers shall hold a formal passdown meeting with the newly elected Officer at the end of the spring semester.
  - 1. The purpose of the passdowns are to establish the expectations and roles of the Officer prior to holding office.

Section 13 Removal of an Officer

- A. An Officer may be removed from office only by a three-fourths vote of the Officers or by

the discretion of the President and Advisor. Reasons for removal include:

1. Failure to meet the requirements of office as stipulated in Article V and in the position-specific contract.
  2. Violation of the Standards of Behavior as stated in Article III Section 10
  3. Violation of the Leadership policy as stated in Article X
- B. The process for removal shall proceed as follows
1. The President shall first notify the Advisor and seek counsel about the situation.
  2. The President shall then contact the member and inform her of the impending removal. The President may at that time offer the member a chance to step down.
  3. The President shall notify the Officers of the removal, and at that time provide them with a justification for the removal.
  4. The Officers shall provide the member with the opportunity to speak on her own behalf against the removal.
  5. The Officers shall then vote on removal. A three-fourths majority shall rule.
- C. An Officer who has been removed from her position may remain a member of ASC without penalty.
- D. An Officer who has been removed from her position will not be eligible for any leadership position in ASC in the future.

## Article VII **Leadership**

### Section 1      Leadership Eligibility

- A. Members of leadership include Small Group Leaders, New Member Group Leaders, and Chairmen.
- B. A person is eligible for leadership if she
  1. Is an active member of ASC
  2. Is in good standing with the organization
  3. Has an active, consistent relationship with Jesus Christ
  4. Is familiar with and proficient in sharing the gospel
  5. Is an active member of a local church body apart from participation in the organization.
  6. Must not be currently holding another leadership position, unless otherwise determined by the Officers.

### Section 2      Leadership Requirements

- A. Alcohol Policy  
Members of leadership will adhere to all rules stated for members. These members are not to consume substances illegally, in public or private. These members of legal drinking age are not to consume alcohol in establishments in the Bryan/College Station area where 51% or more of profits are derived from alcohol sales. Under Texas state law, establishments where 51% or more of profits are derived from alcohol sales are required to post a sign in the entrance declaring so. Whether in public or private, these members will not irresponsibly consume alcohol. A violation of this policy shall be determined by the Officers according to the following system:

1. The first violation of this policy will be addressed by the overseeing Officer.
2. The second violation of this policy will be addressed by the Officers.
3. The third violation of this policy shall be grounds for removal from office as stated in Article VI, Section 11.

The purpose of this leadership substance policy is based on the following biblical truths:

- 1 Corinthians 8:9 “Be careful, however, that the exercise of your rights does not become a stumbling block to the weak.”
- 1 Peter 5:8 “Be alert and of sober mind. Your enemy the devil prowls around like a roaring lion looking for someone to devour.”

We chose to make this sacrifice in order to set an example for our sisters and non-believers so we may further the kingdom by sharing the gospel through our actions.

B. One-on-ones

Members of leadership are required to have two one-on-ones with new members. If one-on-one requirements are not filled, the member of leadership is subject to losing leadership social points.

C. Social Media

Members of leadership shall be mindful of their online presence, as they are representative of Jesus Christ, themselves, and ASC. They shall not post nor be tagged in any online content showing or indicating substance consumption on social media. They shall not post

D. Fulfilling organizational requirements

1. Members of leadership must fulfill all of the organizational requirements
2. If a member of leadership fails to fulfill one or more of these requirements, she shall be subject to losing leadership social points.

E. Representation of ASC

Members of leadership shall represent themselves in a Christ-like manner and uphold standards set forth by scripture.

1. Gossip: Members of leadership shall refrain from gossip of any sort. This includes, but is not limited to, unloving or unnecessary talk about members under their leadership.
2. Modesty: Members of leadership shall dress appropriately at all functions, ASC and none. This includes, but is not limited to, clothing lengths and graphics.

Section 3

Removal of Leadership Member

- A. A member of leadership may be removed from her position based on the following
  1. Violation of the Standards of Behavior as stated in Article III Section 11
  2. Violation of the Leadership Policy as stated in Article X
  3. Failure to fulfill the requirements of the position as stated in the respective contract
  4. Behavior that consistently inhibits the spreading of the gospel as determined by the Officers
- B. The removal of a member of leadership shall proceed as follows
  1. The member’s overseeing Officer shall contact the member and inform her of the impending removal. The Officer may at that time offer the member a chance to step down.
  2. The Officer shall notify the Officers of the removal, and at that time provide



- them with a justification for the removal.
3. The Officers shall provide the member with the opportunity to speak on her own behalf against the removal.
  4. The Officers shall then vote on removal. A simple majority shall rule.
- C. A member of leadership who has been removed from her position may remain a member of ASC without penalty.

#### Article VIII

##### **By-Laws**

By-laws must be adopted by a majority of the active membership provided a quorum, as defined in Article VII, is present. Such by-laws shall be regarded as equal to the provisions in this constitution.

#### Article IX

##### **Amendments and Review**

###### Section 1 Amendments and Revision

This constitution may be amended by a two-thirds vote of all active members of the organization. A quorum, as defined in Article VII, must be present. No vote to amend this Constitution shall be taken unless the proposed amendment has been presented to the organization in an open, regular business meeting.

###### Section 2 Constitutional Review

This Constitution shall be reviewed annually by the Executive Officers and is subject to approval by the Faculty Advisor and the Department of Student Activities.

#### Article X

##### **Finances**

###### Section 1 Finances

All monies belonging to this organization shall be deposited and dispersed through a bank account established for this organization at the Student Organization Finance Center and/or the Fiscal Office. All funds must be deposited within twenty four hours after collection. The advisor to this organization must approve and sign each expenditure before payment.

###### Section 2 Tithe

10% of the ASC Budget is designated to tithe. The tithe is split between 3 organizations; HOPE Pregnancy, and two other organizations informally voted upon by active members of the organization.

Article XI

**Constitutional Supremacy Clause**

This Constitution is hereby binding for the members of the organization including its Officers. No changes shall be made to it without proper process as set forth in this document. Additionally, no Officer shall act in violation of this Constitution, lest she be removed from office and the action in question be reversed. The Faculty Advisor has the authority to determine if an Officer has acted in violation of this document.

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Danielle Douglas, President

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Date

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Cindy Raisor, Advisor

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Date