

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**

*“My goal is that they may be encouraged in heart and united in love, so that they may have the full riches of complete understanding in order that they may know the mystery of God, namely Christ, in whom are hidden all the treasures of wisdom and knowledge.” Colossians 2:2-3 (NIV)*

The goal of Aggie Sisters for Christ is to glorify Jesus Christ in everything we do (...*whatever you do, do it all for the glory of God...*I Corinthians 10:31b). Our focus is Jesus Christ; therefore, we will strive to learn more about Him and grow in His word (*But grow in the grace and knowledge of our Lord and Savior Jesus Christ...*2 Peter 3:18). We desire to provide members with Christian fellowship and spiritual accountability so that our personal relationships with Jesus Christ may be enhanced (*As iron sharpens iron, so one man sharpens another...*Proverbs 27:17). Following the example of Jesus Christ, we will serve our community (*Serve wholeheartedly, as if you were serving the Lord, not people...*Ephesians 6:7). Fulfilling our calling as presented in the Great Commission, we will share truth with those around us (*But in your hearts revere Christ as Lord. Always be prepared to give an answer to everyone who asks you to give the reason for the hope that you have...*1 Peter 3:15a).

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 community college and are in good standing with the University.

Section 3 **New Member meetings and guidelines**

- A. New member informational meetings shall be held over a one-week time period, beginning the week following the first or second regular ASC meeting.
- B. 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.
- C. 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.
- D. 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.

- E. Members shall read and maintain familiarity with the Constitution.
- F. Membership is open to one who meets the above requirements, upholds the goals and values of this organization, and follows the guidelines as set forth in these by-laws.

Section 4            Voting for new members

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

Section 5            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.
  - 3. Fulfill the financial obligations to the organization each semester as stated in the constitution.
  - 4. Fulfill the service requirements of completing 3 service points each semester.
    - i. One of the service projects per semester is allowed to be outside of an ASC organized service event and two of the service projects can be a “Make-Your-Own.”
    - ii. An unexcused absence, including signing up and failing to attend a service project, shall result in an additional service project requirement. A member who signs up for a project and is unable to attend must contact the Outreach Chair 24 hours prior to the project. The Outreach Chair has the discretion, with the approval of the Officers, to distinguish an excused absence.
      - 1. If a member cancels within 24 hours and finds a replacement, she will not be additionally penalized.
    - iii. An overnight project within ASC counts as two service points (e.g. Pine Cove).
    - iv. Due dates will be determined by the Outreach Chair.
  - 5. Obtain the required number of social points as set forth by the Officers.
    - i. Old Girls: 5 social points
    - ii. New Girls: 10 social points
  - 6. Members in leadership will receive up to 3 social points per semester upon fulfillment of duties outlined in the constitution.
  - 7. 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.)

- C. Members are encouraged to have an active involvement in a local church body separate from participation in the organization.

Section 6      Dues

- 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. The figure shall be determined based on the anticipated expenses for that semester.
- C. The amount of and due date of new member dues shall be determined by the ASC Officers.
- D. If the dues are not paid by the designated 1st installment date, the member will be charged a \$5 late fee per week, maximum of \$20. If the full amount of dues have not been paid by the week containing the 2<sup>nd</sup> installment, then that member will become inactive for not fulfilling their financial obligations to ASC, or otherwise determined at the discretion of the President and Treasurer.
- E. 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.
- F. 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 7      Probation

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.

A member shall be declared on probation for one semester under the following circumstances:

- A. Failure to fulfill attendance requirements.
- B. Failure to fulfill service requirements of three service points from the previous semester and any additional required points.
- C. Failure to fulfill the designated social point requirements.

Probation terms:

- A. Probation will last one semester.
- B. A member MUST fulfill ALL attendance, service, and social requirements during the probationary semester in order to be reinstated as an active member. They also must fulfill these additional requirements by the point deadline of the probationary semester in order to become active. Any of the following may apply:
  - 1. 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 in addition to the required number of points during the probationary semester.
  - 2. If on probation for absences, the member must complete an additional point per unexcused absence exceeding the allowed two, either social or service, during the probationary semester.
  - 3. 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 in addition to the required number of points during the probationary semester.

4. Probation requirements should not exceed New Member point requirements.
- C. The Officers may request that the member serve a probationary period if they have reason to believe that the member may not be able to uphold the standards and ideals of this organization.

Section 8 Removal of a Member

Reasons for removal are:

- A. Failure to fulfill probation obligations within the semester it was given.
- B. More than one consecutive semester of inactive membership status.
- C. Failure to fulfill financial obligations to the organization.

The member will be notified in writing of the impending removal and given an opportunity to share their perspective. The member has one week to appeal to the ASC Officers, in writing or at a scheduled meeting. 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.

Section 9 Inactive Status

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.

A member shall be declared inactive under the following circumstances:

- A. 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.
- B. The student violates the Dues Policy as stated in Article III Section 6.
- C. 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.

Appeals:

Members can appeal their probationary, inactive, or dismissed status to the Officers. After reviewing the circumstances of appeal, the ASC Officers will make a decision concerning the future status of the member.

Section 10 Change of Status

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. If a member goes inactive because of dues, they can become active again once their financial obligations are met within one semester.

Article IV  
**Officers**

Section 1 Purpose of Officers

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.

Section 2        Membership

The members of this Council consist of the President, Vice-Presidents, Secretary, Treasurer, Chaplain, Prayer Chair, Worship Chair, Discipleship Chairmen, New Member Chairmen, Outreach Chair, and Communications Coordinator.

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.
  - a. Discussion of business shall be limited to the members of the Executive Officers unless permission is given for another member of ASC to speak.

Section 4        Duties of the Officers

The duties of the Officers shall be as follows:

- A. They shall plan and generate ideas for the organization.
- B. They shall review and discuss any proposals that will be presented to the general membership.
- C. They shall perform any duties or responsibilities given to them by the constitution and by-laws of Aggie Sisters for Christ.

Section 5        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.

Section 6        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.

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 Chair, Prayer Chair, Worship Chair, and Communications Coordinator.
- 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 the Constitution.
- D. A member may only apply for one Officer position at a time.
- E. These Officers shall be known as the Aggie Sisters for Christ Officers.

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      Requirements 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, or other members of leadership, 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 the floor is open to any member who has previously served in leadership.

Section 7

The Election of Vice Presidents

- A. The member must have served a prior term as an Executive Officer or Social Chair; however, if no eligible members run for the position of Vice Presidents, then the floor is open to any member who has previously served in leadership.

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 or currently be serving 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 or currently be serving 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 or are currently serving 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.

Other vacancies:

- 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 keep accurate records of all presidential activities performed during the office term.
- I. 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 members shall keep accurate records of all vice-presidential activities performed during the office term.
- E. 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.
- F. 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.
- G. The Internal Vice President will oversee the Banquet Chair, Retreat Chair, Intramural Chair, and Sisterhood Chair.

- H. The External Vice President will oversee the Formal Chair, Mixer 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 keep accurate records of all secretarial activities performed during the office term.

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. The member shall keep accurate records for the financial activities performed during the office term.
- F. 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.
- D. The member shall keep accurate records of all activities performed concerning the office 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 strive to attend each small group leader interview for the purpose of consistency.

Section 7      Duties of the Worship Chair

- 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 Chair

- A. The member shall oversee the Service Committee; including the Local, Global, Philanthropy, and Service Points Chairmen as stated in Article XV, Section 7.
- B. The member shall minister to the spiritual needs of the Service Chairmen. Outreach Chair will be responsible for meeting with, praying for, and encouraging each Chairman. The Outreach Chair 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 Global Service Chairman, mission trip(s) throughout the school year.
- D. The member shall provide opportunities, with the assistance of the Local Service Chairman, for the whole of ASC to contribute and donate to mission organizations throughout the year in effort to spread the gospel.
- E. The member shall plan fundraisers, with the assistance of the Global Service Chairman, and donate scholarships for members going on mission trips who need financial assistance.
- F. The member shall keep accurate records of all activities performed concerning the office term, including information on mission trips.

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 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 Chair

- 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 Coordinator

- 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

Removal of an Officer

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:

- A. Violation of the Alcohol & Substance Policy, as stated in Article VIII
- B. Failure to meet requirements of office

The Officer will be notified in writing of the impending removal and given an opportunity to share their perspective. The Officer has one week to appeal to the ASC Officers, in writing or at a scheduled meeting. Should the Officer be removed, another election or appointment will be held immediately to fill the vacancy.

Section 13

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 keep accurate records of all activities performed during the office term.
- B. The Officers shall hold a formal passdown meeting with the newly elected Officer at the end of the spring semester.
  - a. The purpose of the passdowns are to establish the expectations

and roles of the Officer prior to holding office.

## Article VII

### **Voting**

Each member shall have one vote on any matter placed before this body. Each new member shall have full voting privileges after fulfilling the new member requirements as set forth by the New Member chairmen. Until that time, new members will be allowed to participate in the informal voting alone as specified in Article III, Section 4. 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.

## Article VIII

### **Alcohol & Substance Policy**

#### Section 1 Member Policy

- A. 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.
- B. At no time shall any substances be consumed or purchased while wearing ASC apparel.
- C. Members are not to consume substances illegally, in public or private.

A violation of any part of this policy shall be grounds for placing a member on probationary status.

#### Section 2 Leadership Policy

A member in leadership is defined as any member serving as a Committee Head, a leader of a New Member group or small group, a Chair position, or any ASC Officer. These members 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% of profits are derived from alcohol sales. Under Texas state law, establishments where 51% 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 and should refrain from posting pictures or videos of substances on social media. A violation of this policy shall be determined by the Officers according to the following system:

- A. The first violation of this policy will be addressed by the overseeing Officer.
- B. The second violation of this policy will be addressed by the Executive Officers.
- C. 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:

- James 3:1 “Not many of you should become teachers, my fellow believers, because you know that we who teach will be judged more strictly.”
- 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.”
- Matthew 18:15-16 “If your brother or sister sins, go and point out their fault, just between the two of you. If they listen to you, you have won them over. But if they do not listen, take one or two others along, so that every matter may be established by the testimony of two or three witnesses.”
- 1 Peter 3:15 “But in your hearts revere Christ as Lord. Always be prepared to give an answer to everyone who asks you to give the reason for the hope that you have. But do this with gentleness and respect.”

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.

## Article IX

### **Attendance Policy**

#### Section 1

##### Purpose

The purpose of this policy is to promote accountability and regular attendance at the meetings and functions of Aggie Sisters for Christ. In order for the goals and precepts of ASC to be achieved, attendance at planned meetings and events is not only needed but also required.

#### Section 2

##### Attendance Requirements

The following attendance requirements shall apply to all of the active members of the organization:

- A. The absences for weekly meetings must be no more than two unexcused absences. If beyond two, the member in question must address the Secretary.
- B. 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.
- C. Regular ASC meetings shall be held as deemed necessary by the Officers.
- D. 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.
- E. Signing up and failing to attend a service project shall result in an additional service requirement.
- F. Signing up and failing to attend a one-on-one shall result in an additional social requirement.
- G. Members of committees shall be required to attend at least half of the committee meetings. Further requirements of attendance shall be determined and made clear by the individual committee heads.
- H. 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 for the absence to be excused.

#### Section 3

##### Excused Absence Criteria

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.

Section 4

Attendance Officer

The following guidelines shall apply to the Officer in charge of attendance:

- A. The Officer in charge of attendance shall be the Secretary.
- B. 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.
- C. 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 5

Appeals

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. They will at that time render a decision.

Article X

**Small Groups and New Member Groups**

Section 1

Requirements of Small Group Leaders

In order for a member to be a Small Group Leader, the member must fulfill the following requirements during their leadership term:

- A. Act as liaisons between ASC Officers and regular members by facilitating communication between the Discipleship Chairmen and regular members.
- B. Attend mandatory Small Group Leader meetings (an absence will result if one of these is missed).
- C. Attend a small group leader retreat each semester.
- D. Lead a weekly small group and devote time to position.
- E. Be motivated and committed to the position of small group leader.
- F. Should uphold all other requirements of ASC members as well as live a life according to the purpose and goals of ASC.
- G. Believe that the Holy Bible is the inerrant word of GOD (*2 Timothy 3:16*).
- H. Must be an active member in a local church body separate from participation in the organization.
- I. During the interview process of Small Group Leaders, an odd number of interviewers, who have been previous Small Group Leaders, shall conduct each interview. The same interviewers shall strive to attend each Small Group Leader interview for the purpose of consistency.
- J. If a Small Group Leader 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.
- K. Small Group Leaders, or other members of leadership, 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. A member may only apply for one of the following at a time: Small Group Leader, New Member Leader, and Committee Chair.

Section 2

Requirements of New Member Leaders

- A. New Member leaders will be responsible for a designated number of new members.
- B. New Member leaders will check the attendance of, hold outside hangouts each week with, and maintain constant communication with the new members in their group.
- C. Should uphold all other requirements of ASC members as well as live a life according to the purpose and goals of ASC.
- D. New Member leaders shall organize mixers throughout the semester.
- E. New Member leaders, or other members of leadership, 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. A member may only apply for one of the following at a time: Small Group Leader, New Member Leader, and Committee Chair.
- F. If a New Member Leader 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.
- G. New Member Leaders must attend mandatory New Member Meetings, New Member Retreat, New Member Leader meetings, and New Member Leader Retreat.

Section 3

Removal of Small Group and New Member Group Leaders

Members not fulfilling the Small Group/New Member Leader requirements or members who request removal are eligible for removal and will undergo a vote by the Officers.

In either case the removal process is:

- A. Discipleship Chairmen/New Member Chairmen and Small Group Leader/New Member Leader discuss reasons for removal.
- B. The Discipleship Chairmen/New Member Chairmen will review the situation and a vote will be made on the leader's removal by the chairmen.
- C. A replacement leader will be selected by an application and interview process with the chairmen.

Article XI

**Banquet**

Section 1

Purpose

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.

Section 2

Banquet Requirements

In order for a member to go through Banquet, the member must successfully fulfill all of



the following requirements:

- A. Must be completing studies at Texas A&M or surrounding community colleges through graduation (either same semester or next semester), transfer, withdrawal, internship, co-op, student teaching, early graduation, or personal circumstances.
- B. 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.
- C. Must meet all deadlines concerning letters, pictures, etc. that are given by the Banquet Chair.
- D. Must submit in writing a letter stating the intent of and the reasons for going through Banquet.

Section 3

Banquet Policy Exceptions

Letters concerning special circumstances and/or exceptions should be written and presented to the Banquet Chair for approval.

Section 4

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 XII

**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 XIII

**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 should be reviewed annually and subject to the approval of the Department of Student Activities.

Article XIV

**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 24 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;

Breakaway, HOPE Pregnancy, and a third organization informally voted upon by active members of the organization.

Article XV  
**Committees**

- Section 1      **Committees**  
The following committees are available to join: Banquet, Retreat, Formal, Mixer, Prayer, Intramural, Songfest, Sisterhood, Worship, Alumni, and Communications.  
A. Members will earn two points per committee in which they participate and fulfill the attendance requirements.
- Section 2      **Committee Chairs**  
A. Anyone interested in applying for a chairman position must submit a letter and complete an interview with the respective Vice President. A member may only apply for one of the following at a time: Small Group Leader, New Member Leader, and Committee Chair.  
B. Candidates must have been on committee prior to applying for a chair position. In the case that no one is in the committee or no one from the committee applies to be chair, the position becomes available to anyone interested.  
C. Selection for the chair position is under the discretion of the respective Vice President.  
D. Committee Chairs are responsible for leading their individual committees and reporting to the respective Vice President for the school year.  
E. Committee Chairs, or other members of leadership, 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.  
F. If a Committee Chair were to step down from their position at any point during their term (the full school year) 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 3      **Duties of the Banquet Chair**  
A. The member shall chair the Banquet Committee.  
B. The member shall be responsible for planning and coordinating Banquet at the end of each semester.  
C. The member shall keep accurate records of all activities during the office term.
- Section 4      **Duties of the Retreat Chair(s)**  
A. The member(s) shall chair the Retreat Committee.  
B. The member(s) shall plan, with the help of the Retreat Committee, the semester retreat.  
C. The member(s) shall keep accurate records of all activities performed during the office term.
- Section 5      **Duties of the Formal Chair**  
A. The member shall chair the Formal Committee.

- B. The member shall plan, with the help of the Formal Committee, the semester formal.
- C. The member shall keep accurate records of all activities performed during the office term.

Section 6 Duties of the Mixer Chair

- A. The member shall chair the Mixer Committee.
- B. The member shall plan, with the help of the Mixer Committee, mixers throughout the semester.
- C. The member shall keep accurate records of all activities performed during the office term.

Section 7 Duties of the Service Chairmen

- A. The Outreach Chair shall oversee the Service Committee.
- B. The Local Service, Global Service, Philanthropy Chair, and Service Points Chair will assist the Outreach Chair.
  - 1. The Service Committee should consist of the 4 Service Chairs.
  - 2. The Local Service, Global Service, Philanthropy Chair, and Service Points Chair will be selected by an application and interview process.
- C. The Outreach Chair, along with the Service Chairs, should be responsible for initiating, planning, and coordinating service opportunities for the organization.
  - 1. The responsibilities of the Local Service Chair will address service functions within the Bryan/College Station area.
  - 2. The Global Service Chair shall plan, with the help of the Service Committee and the Outreach Chair, mission trips throughout the school year with the approval of the faculty advisor.
  - 3. The Philanthropy Chair shall plan and coordinate service points and events with ASC's philanthropy, HOPE Pregnancy Center.
  - 4. The Service Points Chair shall coordinate service sign-in sheets, keep track of all service points for each member in ASC, and follow-up on past service projects.

Section 8 Duties of the Alumni Chair

- A. The member shall chair the Alumni Committee.
- B. The member will be responsible for connecting and supporting the ASC alumni network.
- C. The member will produce a quarterly newsletter for alumni.
- D. The member will plan at least one event for alumni per semester; e.g. an alumni reunion opportunity in the Fall and Shindig in the Spring.
- E. The member will have an Alumni Committee to aid in the planning and implementation of maintaining the alumni network.
- F. The member shall keep accurate records of all activities performed during the office term.

Section 9 Duties of the Intramural Chair

- A. The member shall chair the intramural teams each semester.
- B. The member shall be responsible for coordinating intramural teams with the help of the team captains.

C. The member shall keep accurate records of all activities during office term.

Section 10 Duties of the Songfest Chairmen

- A. The members shall chair the Songfest Committee.
- B. The members shall plan, with the help of the Philanthropy Chair and partner organization, the semester event.
- C. The members shall select a partner organization for the following year's Songfest.
- D. The members shall keep accurate records of all activities performed during the office term.

Section 11 Duties of the Sisterhood Chair

- A. The member shall chair the sisterhood committee.
- B. The member shall be responsible for coordinating sisterhood events.
- C. The member shall keep accurate records of all activities during office term.

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Katheryn Cardenas, President

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Date

\_\_\_\_\_  
Cindy Raisor, Advisor

\_\_\_\_\_  
Date