



United Tribes Technical College American Indigenous Business Leaders Club Bylaws



Article I: Name

The name of this student organization shall be United Tribes Technical College's American Indigenous Business Leaders Club (AIBL).

Article II: Purpose

AIBL's goal is to stimulate American Indians' interest in pursuing a business education to assist in the area of tribal economic development. AIBL's chapter objectives are designed to encourage student interest through educational, community service and social activities.

Article III: Membership

Members shall be any student enrolled at UTTC.

This club shall not discriminate based on race, color, ethnicity, national origin, age, gender, ability, religion, sexual orientation, or veteran status.

Article IV: Meetings

Regular meetings shall be held twice a month at a minimum. The time and place for the meetings will be determined by the President of the organization.

Special meetings may be called by the President or a simple majority of the club.

The President will send a notice of meeting along with the agenda to members no later than 24 hours before the scheduled meeting. Club members wishing to propose an agenda item must submit the item to the President at least 48 hours prior to the meeting.

A quorum will consist of the club members present at any properly announced meeting.

All issues to be voted on shall be decided by a simple majority of those present at the meeting in which the vote takes place. The President will only vote in case of a tie.

Article V: Officers

There shall be seven officers of the club: president, vice president, secretary, treasurer, marketing coordinator, fundraising coordinator and Student Government representative. Their duties are as follows:

The *president* shall schedule and convene regular club meetings and any special meetings of the club. The president will prepare and send out notices and agendas for such meetings and will maintain order of such meetings.

The *vice president* shall chair the regularly scheduled and special meetings in the absence of the president.

The *Treasurer* shall maintain an accurate financial record for all revenues and expenses for the Club, assure any debts incurred are paid in an expedient manner, and report on financial records at regular meetings.

The *secretary* shall be responsible for keeping and transcribing minutes of Club meetings to be distributed at regular meetings, maintains an official member list, provides the minutes and records upon the member's request and maintains a file on all Club activities and reports.

The *marketing coordinator* will design and/or create meeting advertisements to be used in promoting Club activities and will market and promote AIBL's objectives.

The *fundraising coordinator* is responsible for maintaining a record of all fundraising activities submitted and pursued by the Club, identifying which fundraising suggestions are viable with respect to time, facilities, equipment and/or supplies needed and will locate additional sources of funding not mentioned in Club meetings.

The *Student Government representative* will represent the Club on the Student Government. The representative will be responsible for investigating and expressing student concerns and opinions within their respective degree program and will report activities of the Student Government to the Club.

All officers will work closely together to facilitate and organize Club activities.

The officers will be elected by club members and will serve for one year with elections held in April of each year.

Officers can be removed from their position by a quorum vote for not fulfilling their duties as outlined by the Bylaws, not being in good academic standing, having violated the UTTC Student Code of Conduct, or having left school. The Business Department Chair reserves the right to remove an officer if necessary. Election for any officer vacancy during mid-year will be done at the next regularly scheduled meeting following the vacancy.

Article VI: Parliamentary Authority

Robert's Rules of Order shall be followed in all AIBL meetings where applicable. All activities and decisions are subject to approval by the Business Department Chair.

Article VII: Amendment and Review

These bylaws may be amended, when necessary, by a vote of two-thirds majority of the club membership. Proposed amendments must be submitted to the president to be sent out with the regular meeting announcements.