

**LEADERS IN COMMUNITY SERVICE
BYLAWS**

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ARTICLE I: NAME & PURPOSE

Section A - Name

The name of this organization shall be the Leaders in Community Service (LCS).

Section B – National Affiliation

There is no national affiliation at this time.

Section C – Purpose

The purpose of this organization is to promote civic responsibility among college students through community service, which addresses priorities of the local community in the areas of education, environment, public safety, the economy, or human needs.

1. Goal I: Serve as an information and coordination site for community service learning opportunities.

a. Objectives

i. Recruit qualified students who represent diverse cultural, social, racial, and socio-economic backgrounds.

ii. Function as a referral center for community agencies and organizations requesting volunteer assistance in meeting their goals.

2. Goal II: Promote understanding and tolerance among participating students by creating community within community.

a. Objective

i. Direct programming to facilitate student enrichment through the sharing of values, skills, and experience.

3. Goal III: Provide an educational experience for students which integrate both applied skills and theoretical knowledge.

a. Objectives

i. Train students to function effectively in appropriate capacities in agencies and coordinate their supervision.

ii. Present student discussions about personal experiences in the Leaders in Community Service on campus and in the community in order to impact positively on public policy and to promote civic responsibility.

ARTICLE II: Membership & Dues

Section A – Eligibility

Membership is open to qualified work-study eligible students, maintain a 2.5 GPA, have completed 24 credit hours, and be enrolled as a full-time student.

Section B – Restrictions

Voting members will be students. It is the policy of Missouri State University and the Leaders in Community Service not to discriminate on the basis of race, color, religion, sex, national origin, ancestry, age, disability, or veteran status in employment or in any program or activity offered or sponsored by the University.

Section C – Dues

Dues are not required for membership.

ARTICLE III: OFFICERS

Section A – Officers

The officers shall be a President, Vice President, Secretary, Recruitment, and Historian.

Section B – Eligibility

All officers shall be a full time Missouri State University student and must maintain a 2.5 GPA.

Section C – Election

The officers shall be elected by ballot at the last meeting of the spring semesters by a majority of the vote cast for that office.

Section D – Term

The officers shall serve for one year and their term of office shall begin at the commencement of the spring semester.

Section E – Vacancy

If a vacancy occurs in the office of President, the Vice President shall assume the office for the remainder of the term and vacancies in any other office shall be filled by a special election.

ARTICLE IV: DUTIES OF OFFICERS

Section A- President

It shall be the duty of the President to:

1. Assist the Leaders in Community Service Advisor in supervision of committees and meetings.
2. Act as the head of the meeting committee.
3. Act as a positive role model to other members of the organization.

Section B – Vice President

It shall be the duty of the Vice President to:

1. Act as an assistant to the President of the organization.
2. Act as the head of the service projects committee.

3. Preside in the absence of the President.

Section C – Secretary

It shall be the duty of the Secretary to record minutes as needed for each meeting.

Section D – Recruitment

It shall be the duty of the Recruitment Officer to:

1. Act as the head of the recruitment committee.
2. Assist the Leaders in Community Service Advisor with recruitment.

ARTICLE V: MEETINGS

Section A – Meetings

Regular meetings shall be held monthly during the academic school year.

Section B – Special Meetings

Special meetings may be called by the LCS Advisor.

Section C – Quorum

A quorum shall consist of a majority of the voting membership.

ARTICLE VI: ADVISORY COMMITTEE

Section A – Responsibility

Management of this organization shall be vested by an advisory committee responsible to the entire membership to uphold these By-Laws.

Section B – Membership

This committee shall consist of the Vice President of Student Affairs, Assistant Director of Financial Aid, Coordinator of Student Employment Services, faculty member, off-campus representative, and additional administrative staff committed to community service.

Section C – Meetings

The committee shall meet at least once per academic year, but may meet more often based on the needs of the organization.

Section D - Quorum

A quorum of this committee shall consist of two-thirds of the members present to vote.

ARTICLE VII: COMMITTEES

Section A – Required Participation

Each member is required to serve on one of three committees: (1) Meeting, (2) Service Projects, or (3) Recruitment.

Section B – Meeting Committee

The President is the head of the meeting committee. The meeting committee is responsible for organizing the monthly meetings with the assistance of the advisor. There should be an activity for the members at each meeting (i.e. speaker, activity). The advisor will be responsible for reserving the room for the meetings.

Section C – Service Project Committee

The President is the head of the meeting committee. The meeting committee is responsible for organizing the monthly meetings with the assistance of the advisor. There should be an activity for the members at each meeting (i.e. speaker, activity). The advisor will be responsible for reserving the room for the meetings.

Section D – Recruitment Committee

The Recruitment officer is the head of the recruitment committee. The recruitment committee is in charge of assigning members to call potential members for the Leaders in Community Service to inform them about the organization and about the Recruitment Mixer. Additionally, the committee is in charge of educating the community about the Leaders in Community Service.

ARTICLE VIII: AMENDMENTS

Section A – Vote

These By-Laws may be amended by a two-thirds majority vote of the advisory committee.

Section B – Notice

All members shall receive advance notice of the proposed amendment at least five days before the meeting.