

BYLAWS
Of
STUDENT VETERANS
ORGANIZATION
University of Tennessee at Chattanooga

ARTICLE I

MEMBERSHIP

Section 1. Eligibility. Membership shall fall into the following three categories:

1.1 Active. Any student enrolled in at least one credit with the University of Tennessee at Chattanooga who is a veteran, reservist, National Guard, active duty service member or a dependent who uses Veteran Administration educational benefits.

1.2 Alumni. Any former student who has graduated from the University of Tennessee at Chattanooga who is a veteran, reservist, National Guard, or active duty service member may be an Alumni member.

1.3 Honorary. Any member that does not fall into the above two categories, to include but not limited to, faculty/staff at The University of Tennessee at Chattanooga, organizations, societies, general public, etc.

Section 2. Student Veterans Organization (SVO) is committed to the equal consideration of membership without regard to race, color, national origin, religion, sex, pregnancy, marital status, sexual orientation, gender identity, age, physical or mental disability, or covered veteran status.

Section 3. Application. All perspective members must fill out an application and are subject to review. All information is private and will not be distributed to outside resources. Information remains open to the Executive board members of the organization.

3.1 Membership-Fees. Active members who wish to either vote, run for office, or hold a committee chair, are required to pay annual membership-fees. Honorary and Alumni members are not required to pay membership fees but may donate to support the SVO in its mission and purpose.

3.1.1 Membership-fees are due at the bi-annual meeting.

3.1.2 Membership-fees will be established by the Executive board members.

3.1.3 Membership-fees do not restrict any member from any participation otherwise listed above.

ARTICLE II

MEETINGS

Section 1. Monthly Meeting. Monthly meetings of the Student Veterans Organization shall include active members to discuss the planning and direction of the organization. The meeting times will be announced prior to the start of each semester by the executive board members.

Section 2. Bi-Annual Meeting. Annual meetings of the SVO shall be held at the beginning of each Fall and Spring semester.

Section 4. Special Meetings. Special meetings of the Student Veterans Organization, for any purpose or purposes, unless otherwise prescribed by statute or by the Constitution, may be called by elected executive board members. These meetings may be teleconferenced or done online.

Section 5. Place of Meetings. All annual meetings of the SVO shall be held at a facility located on University of Tennessee at Chattanooga. Special meetings of the Student Veterans Organization may be held at such time and place within a designated facility at University of Tennessee at Chattanooga or designated area approved by the executive board members. All monthly meetings shall be stated in the *Notice of Meeting*, or in a duly executive *Waiver of Notice* thereof. All *Notices of the Meeting* shall be sent to all active members of SVO with agenda topics, time, and place of said meeting either by email or hardcopy; notice shall be provided a minimum of 5 days before said meeting.

Section 6. Voting. Each present active member is entitled to (1) vote in the election process.

6.1 Non-voters. Alumni and Honorary status membership will not be allowed to participate in voting. All opinions and comments will be discussed and considered before voting.

ARTICLES III

ELECTIONS

Section 1. Elected Executive board members. The elected executive board members shall be named and designated in the *Resolution of Elected Executive board members*.

Section 2. Eligibility. To be eligible for office, candidates must be enrolled in at least six (6) credits with University of Tennessee at Chattanooga and be an Active member. Candidates must be able to perform all duties required of them as stated in the Constitution and Bylaws. Candidates must provide proof of honorable discharge (veteran status) or last evaluation (for Reservists, National Guard, or Active Duty personnel). All candidates must also hold an overall 2.00 GPA.

Section 3. Nominations. Nominations for office shall occur approximately one month before the end of the Fall semester. Members must provide proof of above eligibilities to the Faculty/Staff advisor. Candidates who do not meet the above requirements will not be eligible for office. Deadline date will be set well in advance for all members. If special circumstances exist the Executive Board will convene and hold a private election to fill any vacant seats.

Section 4. Elections. Elections shall occur in March. All eligible nominations will be passed down from the Faculty/Staff Advisor to the appointed election officer. The election officer will send out Notice of Meeting 30 days in advance of election with the list of candidates with the position he/she is running for.

Section 5. Term. The term of office shall be 12 months beginning in April.

Section 6. Vacancies. Vacancies will be appointed by the Executive Board .This does not apply to the position of the President; the President must be elected by active members of the Student Veteran Organization.

Section 7. Removal. Executive board members can be removed from office by completion of their term or unanimous decision by standing Executive board members. If an Officer's GPA falls below an overall GPA of 2.00, they will resign from their position.

There must be at least (3) members on the board, including the President, Vice-President, and one (1) Executive Director.

It is recommended that the board be as diverse as possible with respect to military branch representation. It is also recommended that one member be a graduate student in order to adequately represent our Student Veteran population.

ARTICLE IV

OFFICIAL POSITIONS

Section 1. The elected executive board member positions shall be:

1.1 President:

The President shall have active management, meeting with University of Tennessee at Chattanooga officials and representation of the organization at all major events of the Student Veterans Organization, campus events and other duties as assigned.

1.2 Vice-President:

The Vice President shall act under the direction of the President and in the absence of the President shall perform the duties and exercise the powers of the President. The Vice President shall perform such other duties and have such other powers as the President may from time to time prescribe.

1.3 *Secretary*

Responsibilities include, but are not limited to:

1. Maintain and record the minutes of the meetings
2. Inform members of the meetings and anything related to SVO
3. Other duties as assigned.

1.4 *Treasurer*

Responsibilities include, but are not limited to:

1. Maintain the organizations funds.
2. Keep financial records.
3. Fund raising events
4. Other duties as assigned.

1.5 *Social Chair*

Responsibilities include, but are not limited to:

1. Organize at least 2 social events bi-annually.
2. In charge of an event planning committee for an event hosted by the SVO.
3. Shall be in charged of all social media platforms.
4. Other duties as assigned.

1.6 *Veterans Affairs Liaison*

Responsibilities include, but are not limited to:

1. Serve as a liaison between the Veterans Affairs Office on campus and the local VA office in order to support SVO events.
2. Required to represent SVO Student Veterans of America at any SVA meeting.

3. Other duties as assigned.

1.7 *Community Service Coordinator*

Responsibilities include, but are not limited to:

1. Required to Represent SVO Student Veterans of America
 2. Corporate Sponsorship
 - a. This could be a joint effort between the social chair and community service coordinator.
 3. Member Sponsorship
 - a. Sponsor a newcomer. This could be applied during orientation or if they contact the office.
4. Coordinate a community service event so instead of doing a social event one weekend, we can go out and volunteer. You can also log your hours through the school and you can get an award when you graduate.
5. Other duties as assigned.

1.8 *Academic Chair*

Responsibilities include, but are not limited to:

1. Set up study hours
2. Study buddy program
3. Tutoring program
4. Old textbook exchange
5. Other duties as assigned.

ARTICLE V

AMENDMENTS

Section 1. Executive board members All executive board members on the board shall decide the direction and operation of the Student Veterans Organization. Each officer is allotted one (1) vote and the majority vote shall prevail on items. In the event an officer abstains to vote and there is a tie, the items shall be presented to the membership at the next meeting. The voting membership shall decide on the item; a majority vote is needed to see the item passed. The President and Vice-President essentially act as the “face” of the organization, but the extent of their power does not supersede any other member of the board.

Section 2. Amendments by Members. The Constitution may be amended by a majority vote of the members present at one regular scheduled meeting, provided notice of intention to amend shall have been contained in the *Notice of the Meeting*.

ARTICLE VI

DISSOLUTION

Section 1. Upon dissolution of the organization, all assets shall be used exclusively for Sergeant Steven Scholarship. Funds donated by outside sources will be returned first and foremost. Any funds that exist thereafter shall be first used for scholarships to students within the Student Veterans Organization.

CERTIFICATE OF OFFICER(S)

I hereby certify that I am the Vice-President of Student Veterans Organization and that the foregoing Bylaws, constitute the code of Bylaws of Student Veterans Organization, as duly adopted at a regular meeting of the members of the organization.

A handwritten signature in red ink, appearing to read "Karl Jones", written in a cursive style.

Signed and Sealed