

Article 1: Organization

A. Name

Hillel at LAVC

B. Purpose

- a. Hillel is dedicated to providing a forum for exploration, creating a meaningful Jewish community on campus, and enjoyment of the Jewish heritage in all its dimensions. Folklore and folk dancing, Jewish music, history, philosophy, ethics and religious study, community service, sports, politics, and poetry all have a place in the Hillel club.

C. Dues

- a. All members must pay the \$10 ASO fee each semester.

*If a member has trouble paying, contact the club President, club Treasurer, and/or club advisor for other ways of financing.

D. Time, place, and frequency of meetings

- a. Club meetings will take place every Thursday at 3:30pm to 4:30pm in 143 AHS.
The meeting will also be available on zoom at the same time.

Article 2: Membership

A. Requirements

- a. All club members must be current students at Los Angeles Valley College.

- b. Club members must attend a minimum of 3 club meetings and attend at least 2 ASU-sponsored events during each Fall and Spring semester.
 - c. Club members must have an open mind and not discriminate against others on the basis of sex, gender, sexual orientation, ethnicity, citizenship status, age, religion, or disability.
 - d. All members must pay the \$10 ASO fee each Fall and Spring semester.
- B. All club members may vote on any club matter brought to vote in a club meeting.
- Non-officers may not attend nor vote in officer meetings.
- C. Any club member may request an item be added to the next meeting's agenda if the request is emailed to the club email a minimum of 72 hours prior to the meeting.

Article 3: Officers and Elections

A. Titles and Duties of Officers

a. President

- i. The President chairs all meetings, is in charge of the club email, and club social media, and has veto power over decisions and votes **not** having to do with officer elections and impeachments. The President may attend and represent Hillel at the ASU Inter-Club Council meetings when the ICC Representative cannot attend. Must attend at least 5 club meetings during each Fall and Spring semester. Attends Club Days when available. The President delegates responsibilities as needed.

b. Vice President

- i. The Vice President assists the President in **all** duties not including chartering paperwork. The VP Chairs club and club officer meetings in the absence of the President. May attend and represent ACC at the ASU Inter-Club Council meetings when the ICC Representative cannot attend. Must attend at least 5 club meetings during the Fall and Spring semesters. Attends Club Days when available.

- c. Treasurer

- i. The Treasurer maintains and keeps track of the club's financial records and is privy to any financial transaction regarding the club. May contribute to meeting agendas and minutes. May attend and represent ACC at the ASU Inter-Club Council meetings when the ICC Representative cannot attend. May chair club and club officer meetings in the absence of the President and Vice President. Must attend at least 5 club meetings during the Fall and Spring semesters. Attends Club Days when available.

- d. Secretary

- i. The Secretary is responsible for keeping club records, including taking notes at meetings, organizing club files, and keeping track of member contact information. May assist the president with social media outreach, including the creation of logos, flyers, polls, and other creative matters. May attend and represent ACC at the ASU Inter-Club Council meetings when the ICC Representative cannot attend. Must attend at least 5 club meetings during the Fall and Spring semesters. Attends Club Days when available.

e. ICC Representative

- i. The ICC Rep. attends and represents Hillel at the biweekly ASU Inter-Club Council meetings held on Thursdays at 1 pm, and reports back to the club regarding any matters the club should be aware of. May contribute to meeting agendas and minutes. May chair club and club officer meetings in the absence of the President and Vice President. Must attend at least 5 club meetings during each Fall and Spring semester. Attends Club Days when available. The ICC Rep. must attend a majority of ICC meetings and is responsible for securing coverage in the event they are unable to attend.

B. Definition of Quorum

- a. A quorum is defined as a majority of members present at the time of the vote.

C. Elections of Officers

- a. No fewer votes than a quorum shall elect officers. All positions will be elected within the last month of the previous Spring or Fall semester. Anyone who wants to run for a club officer position is required to give a short speech to introduce themselves and demonstrate how they fit the position.

D. Special Elections

- a. If a position cannot be filled from the previous semester or cannot be confirmed in the current semester, nominations and elections for that post will be held at the club's earliest convenience. If the club lacks the sum of officers needed for the next year's chartering, the President may appoint officers during the Summer semester.

E. Special Appointments

- a. During the Winter and Summer semesters, the most recently elected President may appoint new officers to fill the vacant seats before chartering. The President may not appoint new officers during the Fall or Spring semesters unless an election club meeting obtains fewer than 3 present voting members.

F. Officer Meetings

- a. Recurring officer meeting days and times shall be decided at the beginning of each Fall and Spring semester. Officer meetings must occur at a time the advisor is available and can present.

G. Officer Requirements

- a. Officers cannot be absent from 3 consecutive officer and club meetings. An exception will be made for any extenuating family or medical circumstances not exceeding 5 total consecutive absences.

H. Term of Office

- a. After an election or appointment, an officer shall be allowed to run or be appointed a second time for the same position, after which they may not hold the same officer position in the club. If an officer reaches their two (Fall or Spring) semester term limit, that individual shall be able to hold any remaining officer position for which they have not reached the term limit. All elections and appointments may only take place as outlined above.

I. Officer Impeachment

- a. Any club member has the right to bring an impeachment to club vote by emailing the club President or Faculty Advisor requesting the agenda item a minimum of 72 hours before a club meeting.
- b. Any officer neglecting to attend a minimum of 5 club meetings during the Fall semester or missing 3 consecutive club and officer meetings shall face an impeachment vote at the next club meeting. Any officer facing an impeachment vote may have 2 minutes to advocate for themselves before the start of voting. All impeachment voting shall be overseen by the Faculty Advisor in a written format on paper or through private Zoom chat. If a majority of the votes indicate support of impeachment, the officer must step down from their position and cannot hold an officer position in the club for the rest of the academic year. If any officer earns a second impeachment, that individual will not be allowed to run for club office or receive an officer appointment for 2 full calendar years.

J. Replacement Due To Ineligibility

- a. Any elected or appointed officer can be replaced by officer vote in an officer meeting if said officer fails to pay their ASO fee by the second week of the current Fall or Spring semester, is no longer a student at LAVC, or is found to have served more than the term limit for their position.

K. Other Rules

- a. At any time, if an officer feels like they cannot fulfill their responsibilities after being elected, they must contact the club President or Faculty Advisor immediately, after which the club members and officers will nominate a potential officer during the appropriate agenda item at the next club meeting for a vote.

L. Appointment of Committees

- a. Committees may be created or dissolved by club vote. An official committee must have a minimum of 3 members, including an elected Chair, before its first meeting and every meeting thereafter. Committees may not create specialized email or social media accounts.

Article 4: Club Rules

A. Meetings

- a. The President chairs all club and club officer meetings. Meetings shall not exceed 3 hours.
- b. All official club meetings, excluding officer meetings, shall be open to all current students of Los Angeles Valley College regardless of age, sex, gender, identity, disability, ethnicity, sexual orientation, citizenship, religion, or socioeconomic status.

Article 5: Amendments to the Constitution

- A. Any club member may propose an amendment to the constitution by requesting the item be added to the next meeting's agenda in a matter outlined previously. The requesting member must provide details of their request by outlining specific changes through images, slideshows, videos, shared screens, or on paper to be shown to all members in attendance at the meeting.