# Constitution for the Briaerean Honor Society at Georgia Tech

**Created 04/6/17, Revised 08/30/2018**

**Article I – Name**

This organization will be known as Briaerean Honor Society at Georgia Tech, hereafter referred to as the Briaerean Honor Society or BHS**.**

**Article II – Purpose**

The purpose of BHS is to:

1. To promote Experiential Education (Cooperative Education and Internships) through the Georgia Tech community, and the collegiate world as a whole.
2. To strengthen the bond between members of the Experiential Education Program at Georgia Tech and our alumni.
3. To promote scholarship among co-op and intern students.

**Article III - Membership**

1. Members of BHS will be Georgia Tech students who meet eligibility requirements for participation in extra-curricular activities as stated in the GT Catalog and SGA policies. Only Georgia Tech students can vote and hold office.
2. To be eligible for membership in the Briaerean Honor Society, a student must: (a) have an overall scholastic average at the Georgia Institute of Technology of 3.0 or greater and must be eligible for participation in extra-curricular activities as defined by the Georgia Tech Handbook and SGA policies, (b) have attained a Sophomore standing or higher, (c) be enrolled in the Co-operative Division and (d) have completed at least one work in the co-operative division or have completed a minimum of two registered internships. Students who transfer to the Co-operative Division from other departments of the Georgia Institute of Technology or from other colleges shall meet the above requirements and be enrolled at the Georgia Institute of Technology for two semesters of study before being eligible for membership in BHS.
3. Members who have withdrawn from the Co-operative Division may remain active in BHS.
4. Alumni members shall be those who have graduated from the Georgia Institute of Technology and who are not registered for work therein, and those members who have honorably withdrawn from school before graduation.
5. Honorary membership may be granted to any members of the faculty of the Georgia Institute of Technology who have exhibited exceptional ability. They shall not have the right to vote in the affairs of BHS. Honorary membership shall be granted by three-fourths vote of the members present at any official meeting.
6. There will be no maximum number of members.
7. Membership will be confirmed upon initiation and receipt of dues.
8. Membership may be taken from a BHS member by a three-fourths vote of the members present at any official meeting. In this event, the member shall return all pertinent material to BHS. Membership may be taken due to unruly or inappropriate behavior or violations of any Georgia Tech or state and/or federal rules.
9. BHS membership shall not conflict with eligibility for membership in any social fraternity or other honorary fraternity or club.

**Article IV – Officers**

**Section 1.** According to the GT Catalog, students can only run for, and hold office if they are in good standing with the Institute (academically and non-academically).

1. The officers shall consist of one President, one Vice-President, one Secretary, one Treasurer, one or two Philanthropy and Social Chair.
2. All officers shall have been members of the Society for at least one full semester. Exceptions will be made when there are open positions in the Executive Board that cannot be filled by current members of the Briaerean Honor Society.

**Section 2.** An Executive Board comprised of Officers will govern the activities of the organization, and the specific duties of the Officers will be as follows:

1. President: The President will be the executive officer of the Executive Board and will have general supervision of the affairs of the Briaerean Honor Society and will preside at meetings. The President will represent the organization at conferences, conventions and faculty or alumni meetings.
2. Vice-President: The Vice-President will be the junior executive officer and will act on the behalf of the President in the event of their absence. They will also communicate with committee chairs and coordinate all committee activity.
3. Secretary: The Secretary will record the proceedings of each meeting, distribute the minutes to the members, and maintain the membership roster.
4. Treasurer: The Treasurer will maintain records of all revenue and expenditures and ensure that generally accepted accounting practices and monetary controls are in place. The Treasurer will collect dues.
5. Philanthropy and Social Chair: The Philanthropy and Social Chair will lead the organization of philanthropic and social events.

**Article V– Officer Elections**

1. Officers shall be elected annually at a general meeting that is no later than one month before the start of final exams.
2. Election timeline and nomination processes must be announced to members at least two weeks prior to the elections meeting.
3. Any student member may campaign or be nominated for any position on the Executive Board. The candidate names will be distributed to organization members at least 24 hours prior to the election meeting.
4. The candidate for each office who receives the most votes will be the victor. If there is a tie, the highest ranking outgoing officer not involved in the run-off will make the final decision. No member can be elected to more than one position on the Executive Board at one time.
5. New officers take office at the last meeting of the Spring semester and remain in office until the next election.
6. If a position remains unfilled after the elections process the President will appoint a member to the position or re-assign duties to another officer.

**Article VI- Officer Removal**

1. If an officer fails to maintain Institute requirements as stated in the GT Catalog and Article 4 Section 1, they shall resign immediately.
2. If it is believed that an officer is not fulfilling their constitutional duties, then a petition requesting their removal must be signed by at least five members and given to the non-disputed BHS officers. Then, upon verification of the validity of the petition, by the Advisor, and, at least two weeks but no more than four weeks from the date of submission, another meeting shall be held at which the grievance will be presented, with both sides having the opportunity to present a case.
3. The Advisor, if appropriate, shall preside over the removal hearing. After all arguments have been heard, a secret-ballot vote shall be held. If at least three-fourths of the voting members present vote for removal, the officer shall be removed immediately.
4. If the President is removed or resigns, the Vice-President will take their place in the interim until the next election cycle. All other officers will be nominated by the membership and voted on in accordance with Article V at the next meeting. In this case, the victor will take office immediately following election and will fulfill the term of the officer that they are replacing.

**Article VII- Committees**

1. Committees may be created as necessary by the President for specific events and projects not to last longer than the current officer term.
2. Each committee will have a chair, as appointed by the President.
3. Any member or officer may be selected as a committee chair.
4. Any number of members may be on a committee.

**Article VIII – Advisor**

1. A full-time salaried GT faculty or staff member will serve as Advisor to the organization. When possible, advisor status will be granted to any coordinator within the Center for Career Discovery and Development at the Georgia Institute of Technology who exhibits exceptional ability. An advisor shall not have the right to vote in the affairs of BHS. Advisor status shall be granted by a three-fourths vote of the members present at any official meeting.
2. Nominations for Advisor will take place within the Executive Board. An Advisor will be chosen within two weeks of a vacancy. Advisor status shall be granted by a three-fourths vote of the members present at any official meeting.
3. An advisor will remain until removed by vote, personal request by the advisor or termination of employment by the Co-operative Division of the Georgia Institute of Technology.
4. The duties of Advisor include: meeting with organization officers, reviewing the yearly budget, signing all required paperwork and advising on issues of risk management, organization leadership, and Georgia Tech policy.
5. The Advisor can be removed for not carrying out the duties and expectations as defined in this document. Advisor removal follows a four-step process. A written document including reason for advisor removal, signed by at least five members must be given to the BHS officers. The BHS officers then have a two-week period to compile additional information and decide on temporary suspension. The information is presented at the next Society meeting. Removal of an advisor shall be confirmed by a three-fourths vote of the members present at this meeting.
6. If an Advisor steps down, is removed, or is not re-appointed, the Executive Board will follow the process stated in Article VIII, B.

**Article IX - Dues**

Dues will be determined at the beginning of the year by a majority vote of the Executive Board but will not be less than the required amount designated by the Student Government Association Joint Finance Committee Policy. Dues are to be paid once by each member during their initiation ceremony.

**Article X – Parliamentary Procedure**

Robert’s Rules of Order will be used in instances not covered in this constitution.

**Article XI – Constitutional Amendments**

1. Amendments to the constitution shall be submitted by members of this organization to the Executive Board in writing for consideration.
2. Written notification of the proposed amendment to all voting members must be made by mail or email, at least two weeks in advance of any vote on changes in the constitution.
3. A three-fourths vote of members present will be required for adoption.
4. Amendments are subject to the approval of the Student Government Association and the Student Activities Committee.