

**MEMORIAL STUDENT CENTER
CONSTITUTION
AND
BYLAWS**

(REVISED August, 2001)

The Constitution

Preamble		1	
Article I	Name	1	
Article II	Purposes	2	
Article III	Membership	2	
Article IV	Officers	2	
	Section 1. Officers of the MSC	2	
	Section 2. Qualifications of Officers	3	
	Section 3. Selection of Officers	3	
	Section 4. Term of Office	4	
	Section 5. Removal from Office		4
	Section 6. Responsibilities and Duties of Officers	4	
	Section 7. Filling Vacant Positions	4	
Article V	Memorial Student Center Council	4	
	Section 1. Authority of MSC Council	4	
	Section 2. Purpose of MSC Council	5	
	Section 3. Meetings	5	
	Section 4. Membership of MSC Council	6	
	Section 5. Duties of MSC Council Members	7	
	Section 6. Selection of MSC Council Members		8
	Section 7. Term of Office for MSC Council Members	8	
	Section 8. Removal of MSC Council Members from Council	8	
	Section 9. Ad Hoc Committees		9
Article VI	MSC Programming Councils		9
	Section 1. Authority of MSC Programming Councils	9	
	Section 2. Purpose of MSC Programming Councils	9	
	Section 3. Meetings	9	
	Section 4. Membership of MSC Programming Councils		9
	Section 5. Duties of MSC Programming Council Members	10	
	Section 6. Selection of MSC Programming Council Members		10
	Section 7. Term of Office for MSC Programming Council Members	10	

Section 8. Removal of MSC Programming Council Members from Programming Councils	10
Article VII MSC Programming Committees	10
Section 1. Purpose and Appointment of MSC Programming Committees	10
Section 2. Membership of MSC Programming Committees	11
Section 3. Qualifications of MSC Programming Committee Officers	11
Section 4. Removal of Programming Committee Members and Officers	11
Article VIII MSC Staff and Advisors	11
Section 1. MSC Staff	11
Section 2. MSC Committee Advisors	12
Article IX Amendments to the Constitution	12

The Bylaws

Article I	Purpose	13
Article II	Officers	13
	Section 1. MSC Council Members and Their Respective Duties	13
	Section 2. MSC Programming Council Members and their Respective Duties	15
	Section 3. Secretary/Treasurer	16
Article III	MSC Special and Ad Hoc Committees	16
	Section 1. Special Committees	16
	Section 2. Ad Hoc Committees	17
Article IV	MSC Resource Areas	17
	Section 1. Function of Resource Teams	17
	Section 2. Additional Resource Groups	18
Article V	MSC Programming Committees	
	Section 1. Assignment of Committees	18
	Section 2. Programming Committees and Descriptions	18
Article VI	Amendments	20
	Section 1. Suspension	20
	Section 2. Amendments	21

**The Constitution
of the
Memorial Student Center
of
Texas A&M University**

Preamble

"The union is the community center of the college, serving students, faculty, staff, alumni, and guests. By whatever form or name, a college union is an organization offering a variety of programs, activities, services, and facilities that, when taken together, represent a well-considered plan for the community life of the college.

The union is an integral part of the educational mission of the college.

As the center of the college community life, the union complements the academic experience through an extensive variety of cultural, educational, social, and recreational programs. These programs provide the opportunity to balance course work and free time as cooperative factors in education.

The union is a student-centered organization that values participatory decision-making. Through volunteerism, its boards, committees, and student employment, the union offers first-hand experience in citizenship and educates students in leadership, social responsibility, and values.

In all its processes, the union encourages self-directed activity, giving maximum opportunity for self-realization and for growth in individual social competency and group effectiveness.

The union's goal is the development of persons as well as intellects.

Traditionally considered the "hearthstone" or "living room" of the campus, today's union is the gathering place of the college. The union provides services and conveniences that members of the college community need in their daily lives and creates an environment for getting to know and understand others through formal and informal associations.

The union serves as a unifying force that honors each individual and values diversity. The union fosters a sense of community that enduring loyalty to the college."--Adopted by the ACU-I in 1996, this statement is based on the Role of the College Union statement, 1956.

Article I

Name

The name of this organization shall be the Memorial Student Center, hereinafter referred to as the Memorial Student Center or MSC.

Article II

Purposes

In accordance with the purposes of Texas A&M University, the Memorial Student Center establishes its mission through achievement of the following five directives:

Section 1: To insure the accessibility of facilities including lounges, meeting rooms, ballrooms, art galleries, office space, spaces to house essential services, etc., that serve the co-curricular activities of students and the university community.

Section 2: To insure the accessibility of certain essential services such as food services, bookstore, hotel, recreational equipment, music listening, box office, printing operation, a banking service for student organizations, etc., to accommodate the needs of students and the university community.

Section 3: To provide a balanced and diverse program of social, cultural, recreational, and entertainment activities which complement the academic programs of the University and enhance the quality of life in the university community.

Section 4: To provide "hands on" leadership and managerial experiences that lead to the development of effective skills for student civic leaders through involvement in the management of the facilities, services, and programs.

Section 5: To encourage student leaders and the general student body to establish broad perspectives based on social and international awareness, and a commitment to civic service.

Article III

Membership

The members of the MSC shall be the members and executives of all programming and Council areas.

Article IV

Officers

Section 1: Officers of MSC

The following will constitute officers of the MSC:

- President
- Executive Vice President for Development
- Executive Vice President for Assessment and Finance
- Executive Vice President for Human Resources
- Executive Vice President for Marketing
- Executive Vice President for Operations
- Executive Vice President for Programs
- Executive Director for Development
- Executive Director for Assessment and Finance
- Executive Director for Human Resources
- Executive Director for Marketing
- Executive Director for Operations
- Three Executive Directors for Programming Councils
- Executive Director of the Cultural Programming Consortium
- Executive Director for Traditions
- Three Vice Presidents for Development
- Three Vice Presidents for Assessment and Finance
- Three Vice Presidents for Human Resources
- Three Vice Presidents for Marketing
- Three Vice Presidents for Operations
- Chairs of Programming Committees

Section 2: Qualifications of Officers

- A. The MSC student officers and prospective student officers of the MSC must fulfill the requirements for officers of student organizations as stated in the University Rules and Regulations as well as the requirements that are consistent with MSC policy, as established by the MSC Council.
- B. Applicants for MSC Council positions shall have at least a 2.25 GPR for the semester immediately prior to application, and at least a 2.25 cumulative GPR. While in office, MSC Council officers shall post at least a 2.25 GPR each semester. Exemptions to this policy may be granted at the discretion of the Council Executive committee.

Section 3: Selection of Officers

The MSC President, Executive Vice Presidents, Executive Directors and Vice Presidents shall be selected by a majority vote of the interview team consisting of three or more members with the decision forwarded to MSC Council for notification. The Executive Director of the Traditions Programming Council will be selected in a like manner.

The MSC Chairs of each respective Programming Council shall be selected by a majority vote of the interview team consisting of three or more members and forwarded to the Programming Council for notification. The Traditions Programming Council may elect liaisons to the Resource Areas in a like manner.

Section 4: Term of Office

All officers of the MSC shall hold office for one-year terms, as specified by the MSC Council.

Section 5: Removal from Office

- A. All officers of the MSC selected by the MSC Council or MSC Programming Councils may be removed from their position by a two-thirds vote of the total voting membership of the MSC Council following the completion of established MSC review procedures.
- B. All appeals made by Council officers shall be directed to the Director of the Memorial Student Center. All appropriate procedures as outlined in the University Rules and Regulations shall be followed.

Section 6: Responsibilities and Duties of Officers

MSC officers shall perform those duties as outlined in the MSC Bylaws.

Section 7: Filling Vacant Positions

- A. The MSC President may appoint, with Council approval, an interim replacement for vacant officer positions. If the office of the President is vacated, the EVP for Programs shall assume the duties of the President on an interim basis.
- B. The Executive Vice President for Human Resources shall, at the direction of MSC Council, hold a selections round according to established MSC policy, and present a recommendation to Council.

- C. Under extraordinary time constraints, the MSC Council may accept nominations from the floor or empower MSC Council Executive Committee and any other voting members of the Council to serve as the selections committee.

Article V

Memorial Student Center Council

Section 1: Authority of MSC Council

The MSC Council and its bodies shall operate in accordance with the policies, procedures, and administrative direction of Texas A&M University through the MSC Director and the Vice President for Student Affairs.

Section 2: Purpose of MSC Council

The purpose of the MSC Council, which shall report to the President of the University through the MSC Director and the Vice President for Student Affairs, shall be to serve as the governing body of the MSC, to formulate MSC general and specific policies, to guide the MSC officers and programming committees, and to advise the MSC operating departments. It shall also be responsible for seeing that the financial operations are consistent with stated purposes of the MSC. The Council shall formulate its own Bylaws, within the University Rules and Regulations, subject to approval by the President of the University through the MSC Director and the Vice President for Student Affairs.

Section 3: Meetings

- A. The MSC Council shall hold regular meetings at least once each month during the spring and fall semesters. The President of the Council shall call other meetings. Parliamentary Procedure shall be used according to the most recent revision of Robert's Rules of Order, when not in conflict with the MSC Constitution and Bylaws.
- B. A quorum in Council meetings shall be a majority of the total voting membership. During the summer council meetings, a quorum of the Council shall be seven voting members, of whom at least five members shall be students and one member shall be a non-student.
- C. Poll Vote, Referendum, and Initiative
 - 1. Poll Vote

The Council may conduct poll votes with regard to specific types of decisions.

2. Referendum

In the event that the Council is faced with a decision that is considered to be highly volatile and significant to the Programming Committees, and where the Council does not feel that it is appropriate to make a decision without the official opinion of the Committee Chairs, the Council may vote to hold a referendum of the Committee Chairs on the issue under discussion. An issue may be sent to referendum by a majority vote of the total voting membership of the Council present and voting at an announced meeting. At the time of the vote the Council must specify the operational details of the referendum as well as whether the referendum will be binding or non-binding upon the Council. A referendum is considered approved when signed by a majority of the Committee Chairs participating in the referendum and certified by the MSC President.

3. Initiative

The Committee Chairs may elect to place a proposal on the agenda of the MSC Council by completing an initiative process. This process is considered complete when 2/3 of the Committee Chairs have signed the proposal, which must state clearly a recommendation for Council action and declare a spokesperson for the proposal. Upon receipt and certification of the initiative proposal by the MSC President, the initiative proposal must be placed on the agenda for the next Council meeting.

- D. The MSC Council shall conduct closed session meetings for the sole purpose of discussing confidential personnel matters. These sessions shall include only the voting members of the Council, any members of the Council Executive committee present, and a recording secretary to be designated by the MSC President. Additional members, with the approval of 2/3 of the voting members present, may be allowed to attend a closed session.
- E. Should a decision of the Council be required during the summer, Spring Break, or winter break, the Council Executive committee shall have the power to act with the authority of the full Council.
- F. During the summer, the Executive Vice President of Programs is authorized to determine the process of approving programs.

Section 4: Membership of MSC Council

The MSC Council shall be made up as follows:

A. The following shall be voting members:

President
Executive Vice President for Development
Executive Vice President for Assessment and Finance
Executive Vice President for Human Resources
Executive Vice President for Marketing
Executive Vice President for Operations
Executive Vice President for Programs
Executive Director for Development
Executive Director for Assessment and Finance
Executive Director for Human Resources
Executive Director for Marketing
Executive Director for Operations
Three Executive Directors for Programming Councils
Executive Director of the Cultural Programming Consortium
Student Body President
One Former Student
One Faculty Member

B. The following, or their representatives, shall be non-voting members:

MSC Director, who shall serve the Secretary/Treasurer of the Council
Chairs of Programming Committees
Three Vice Presidents for Development
Three Vice Presidents for Assessment and Finance
Three Vice Presidents for Human Resources
Three Vice Presidents for Marketing
Three Vice Presidents for Operations
Executive Director for Traditions
University Center Manager
Director of Student Activities
All MSC Associate Directors
All MSC Assistant Directors
Three Former Students
Three Faculty Members

Section 5: Duties of the MSC Council Members (Voting and Non-voting)

To attend Council Meetings and actively participate in discussion.

To reflect the views of the members of their constituent organizations and the student body/university community.

To support MSC Programs and provide constructive evaluations and feedback through appropriate channels.

Section 6: Selection of MSC Council Members

- A. All members of Council will be members on the basis of their selection to their respective positions, except the former students and faculty members.
- B. The former student members shall be recommended and approved by a majority vote of the Council.
- C. The faculty members shall be recommended and approved by a majority vote of the Council.

Section 7: Term of Office for MSC Council Members

- A. All Council members will serve on Council for the duration of time they are in their respective position, except the former students and faculty members.
- B. The term of office for MSC Council members, unless specified otherwise, will end on the weekend before April 21st of each year, coinciding with the annual MSC awards ceremony. The term of office of the Executive Director for Traditions shall be determined by the Council Executive Committee.
- C. The former student members and faculty members shall serve two-year staggered terms.

Section 8: Removal of MSC Council Members from Council

- A. All Council members, with the exception of the MSC Director and the Faculty and Former Student members, may be removed from the MSC Council by a two-thirds vote of the total voting membership of the Council.
- B. Faculty members of the Council may be removed from their positions upon recommendation of two-thirds of the total voting membership of the Council and the approval of the President of the University.
- C. Former student members of the Council may be removed from their positions upon the recommendation of two-thirds of the total voting membership of the Council and the approval of the Board of Directors of The Association of Former Students.
- D. All appeals made by Council members shall be directed to the Director of the Memorial Student Center. All appropriate procedures as outlined in the University Rules and Regulations shall be followed.

Section 9: Ad Hoc Committees

The MSC Council may create and appoint personnel to Ad Hoc Committees.

Article VI

MSC Programming Councils

Section 1: Authority of MSC Programming Councils

The MSC Programming Councils and its bodies shall operate in accordance with the policies, procedures, and administrative direction of Texas A&M University through the MSC Director and the Vice President for Student Affairs.

Section 2: Purpose of MSC Programming Councils

The purpose of the MSC Programming Councils, which shall report to the MSC Council, shall be to serve as the governing bodies for respective programming areas of the MSC, to serve as a forum for discussing new ideas, to approve programs, and to guide the committee and Programming Council officers in MSC administrative and decision making processes. The Programming Council must follow the policies and procedures set by the MSC Council.

Section 3: Meetings

- A. The Programming Councils will meet at least twice per month in the fall and spring semesters. The Executive Director of the Programming Council shall call other meetings as needed. Parliamentary Procedure shall be used according the most recent revision of Robert's Rules of Order, when not in conflict with the MSC Constitution and Bylaws.
- B. A quorum in Programming Council meetings shall be a majority of the total voting membership.
- C. The Programming Council shall conduct closed session meetings for the sole purpose of discussing confidential personnel matters. These sessions shall include only the voting members of the Programming Council. Additional members, with the approval of 2/3 of the voting members present, may be allowed to attend a closed session.

Section 4: Membership of MSC Programming Councils

The MSC Programming Councils shall consists of the following voting members:

- Executive Director
- Vice President for Assessment and Finance
- Vice President for Operations
- Vice President for Human Resources
- Vice President for Marketing
- Vice President for Development
- Respective Committee Chairs
- Respective MSC staff (primary advisor and committee advisors)
- One Faculty Representative
- One Former Student Representative

Section 5: Duties of the MSC Programming Council Members

To attend Programming Council meetings and actively participate in discussion.

To reflect the views of the members of their constituent organizations and the student body/university community.

To support MSC programs and provide constructive evaluations and feedback through appropriate channels.

Section 6: Selection of MSC Programming Council Members

All members of Programming Councils will be members on the basis of their selection to their respective positions.

Section 7: Term of Office for MSC Programming Council Members

All Programming Council members will serve on Council for the duration of time they are in their respective position.

Section 8: Removal of MSC Programming Council Members from the Programming Council

MSC Council will conduct this process as listed in Article V Section 8 of the MSC Constitution.

Article VII

MSC Programming Committees

Section 1: Purpose and Appointment of MSC Programming Committees

MSC Programming Committees and their respective purposes shall be established and abolished by a two-thirds vote of the total voting membership of the Council. Programming committees shall plan and implement programs under their respective jurisdictions, according to regulations and procedures established by the MSC Council.

Section 2: Membership of MSC Programming Committees

- A. The Committee Chair and the MSC staff advisor shall be responsible for selecting their respective committee members and officers from the Texas A&M University student body under MSC Council guidelines.
- B. The qualifications of the committee members must meet requirements as stated in the University Rules and Regulations. Any non-students chosen for membership must be approved by the MSC Director, with advice from the MSC Council.

Section 3: Qualifications of MSC Programming Committee Officers

- A. All Programming Committee Chairs and prospective Chairs, as well as all committee officers and prospective officers, must fulfill the requirements for officers of student

organizations as stated in the University Rules and Regulations as well as the requirements which are consistent with MSC guidelines.

- B. Committees shall have on file with the Executive Vice President for Human Resources a statement of qualifications for committee executive officers.

Section 4: Removal of Programming Committee Members and Officers

- A. The MSC Programming Committee Chairs, with the advice of their respective MSC Staff advisors and in consultation with the Executive Vice President for Human Resources and the Executive Director of their Programming Council, may remove committee members and committee officers at their discretion, with cause consistent with the goals of the MSC and eligibility criteria outlined in the University Rules and Regulations.
- B. All appeals made by committee members and committee officers shall be directed to the Executive Vice President for Human Resources.

Article VIII

MSC Staff and Advisors

Section 1: MSC Staff

- A. Responsibilities

MSC staff are employees of Texas A&M University. They shall be responsible for the duties outlined in their job descriptions.

- B. Hiring

The MSC staff and the MSC officers shall serve as a screening committee for the hiring of all professional positions. The MSC Director shall recommend these candidates to the Vice President for Student Affairs.

Section 2: MSC Committee Advisors

- A. MSC Committee Staff Advisors

The MSC Director, with the advice of MSC Officers, shall assign MSC Staff Advisors to the Committees.

B. Committee Faculty/Staff Advisors

The MSC Director, with the advice of the committee Chair, MSC Committee Staff Advisor and appropriate deans and department heads, shall appoint committee faculty/staff advisors.

Article IX

Amendments to the Constitution

Amendments to this Constitution shall be approved by a two-thirds vote of the total voting membership of the Council at an announced meeting. Any changes approved by the Council shall be forwarded to the President of the University, through the MSC Director and the Vice President for Student Affairs, for final approval.

**The Bylaws
Of The
Memorial Student Center
Of
Texas A&M University**

Article I

Purpose

The Bylaws of the Memorial Student Center shall govern the operations of all MSC programming and Council areas within the guidelines of the MSC Constitution and University rules and regulations.

Article II

Officers

The respective duties of the officers of the MSC shall be as follows:

Section 1: MSC Council Members and Their Respective Duties

- A. The **MSC President** shall provide direction and motivation for all MSC activities and perform such duties as are incumbent upon the office. The President shall Chair the MSC Council and appoint personnel to ad hoc committees.
- B. The **Executive Vice President for Programs** shall insure the overall planning, coordination, and evaluation of all MSC programs in conjunction with the Programming Executive Directors. This officer shall also perform other duties as assigned by the MSC President.
- C. The **Executive Vice President for Human Resources** shall insure the overall planning, coordination, and evaluation of support and development activities for MSC personnel. He or she will be responsible for the nominating and selection process for MSC Council Officers. This officer shall also perform other duties as assigned by the MSC President. He or she will oversee the grade review process.
- D. The **Executive Vice President for Marketing** shall insure the overall process of promotions and market planning, research, and evaluation of the MSC Council, as well

as directing the strategic action of this resource area. He or she will aid the MSC President in representing the MSC's interests as a liaison to the Texas A&M University administration, other student organizations, and the community at large. This officer shall also perform other duties as assigned by the MSC President.

- E. The **Executive Vice President for Development** shall insure the overall planning of financial development for the MSC and will direct the strategic actions of this resource area. He or she will represent the MSC to former students and other potential benefactors and be the Council's liaison to the TAMU Development Foundation and the MSC Enrichment Fund Board. This officer shall also perform other duties as assigned by the MSC President.
- F. The **Executive Vice President for Operations** shall insure the overall planning, coordination, and evaluation of the operational areas of the MSC. He or she will represent the MSC's interests as a liaison to the Texas A&M University administration in operational issues. This officer shall also perform other duties as assigned by the MSC President.
- G. The **Executive Vice President for Assessment and Finance** shall insure the overall planning, coordination, and evaluation of the financial systems of the MSC. This officer shall oversee the overall organizational assessment and strategic planning process for the MSC. He or she shall maintain the MSC Constitution and serve as the MSC Council's Parliamentarian. This officer shall perform other duties as assigned by the MSC President.
- H. The **Three Executive Directors for Programming Councils** shall be responsible for the overall progress of the programming committees in their respective councils through direction and motivation. They shall each chair their respective programming council meetings as well as facilitate communication between the programming councils and between the programming councils and the MSC Council. They shall also perform other duties as assigned by the Executive Vice President for Programs.
- I. The **Executive Director of the Cultural Programming Consortium** shall be responsible for facilitating the multicultural and diversity awareness programming efforts of the MSC. He or she shall chair the Cultural Consortium meetings as well as serve as the chief MSC spokesperson for multicultural and diversity awareness issues. He or she will be responsible for the long-range vision and planning for MSC multicultural and diversity programming. This officer shall also perform other duties as assigned by the Executive Vice President for Programs.

- I. The **Executive Director for Development** shall coordinate and advise the Vice Presidents for Development in creating development opportunities for the MSC. He or she will represent the MSC to former students and other potential benefactors. This officer will serve as a resource in areas of development and fundraising. He or she is responsible for student supervision of three vice presidents and a general resource area team. He or she will oversee the processes required for this resource area and shall perform other duties as assigned by the Executive Vice President for Development.
- J. The **Executive Director for Marketing** shall coordinate and advise the Vice Presidents for Marketing in promotions and market planning, research, and evaluation for the MSC Council. He or she is responsible for student supervision of three vice presidents and a general resource area team. He or she will oversee the processes required for this resource area and shall perform other duties as assigned by the Executive Vice President for Marketing.
- K. The **Executive Director for Human Resources** shall plan, manage, and coordinate the activities of the human resources area of Council. He or she is responsible for student supervision of three vice presidents and a general resource area team. He or she will oversee the processes required for this resource area and shall perform other duties as assigned by the Executive Vice President for Human Resources.
- L. The **Executive Director for Operations** shall be responsible for the daily progress of the operations area. He or she will coordinate and advise the Vice Presidents for Operations in the operational areas of the MSC. This officer shall perform other duties as assigned by the Executive Vice President for Operations.
- M. The **Executive Director for Assessment and Finance** shall be responsible for the daily progress of the Assessment and Finance area. He or she will coordinate and advise the Vice Presidents for Assessment and Finance in the planning, coordination, and evaluation of the financial systems of the MSC. This officer shall perform other duties as assigned by the Executive Vice President for Assessment and Finance.
- N. The **Executive Director for Traditions** shall facilitate communication between the MSC Council and the traditions focused organizations within the MSC. He or she shall represent the traditions focused organizations to the rest of the MSC. This officer may perform other duties as assigned by the MSC President.

Section 2: MSC Programming Council Members and Their Respective Duties

- A. The **Programming Committee Chairs** shall provide leadership and motivation to their respective committees. They are responsible for coordinating the programming, student

development, and fiscal responsibility of their committees. These officers shall perform other duties incumbent on their respective positions.

- B. The three **Vice Presidents for Human Resources** shall be responsible for the planning, coordination, and implementation of human resources initiatives within a specific programming council. He or she also shall serve as a point of information and resource for the committees within the programming council. Each will perform other duties as assigned by the Executive Director for Human Resources.
- C. The three **Vice Presidents for Marketing** shall be responsible for assisting the programming committees in their marketing and program evaluation efforts. Each will advise their Programming Council and its committees on promotion and market research and evaluation issues and will facilitate communication among the chairs of their Programming Council. They will work with the marketing officers of programming committees to improve committee marketing efforts. Each will perform other duties as assigned by the Executive Director for Marketing.
- D. The three **Vice Presidents for Development** shall be responsible for assisting the programming committees in their development and fundraising efforts. Each will advise their Programming Council and its committees on development issues and facilitate communication among the chairs of their Programming Council. They will work with the development officers of programming committees to improve committee fundraising. Each will perform other duties as assigned by the Executive Director for Development.
- E. The three **Vice Presidents for Operations** shall be responsible for assisting the programming committees in the physical resource allocation process as well as any operational issues. They will work with the operations executives in the committees on their programming council. Each will perform other duties as assigned by the Executive Director for Operations.
- F. The three **Vice Presidents for Assessment and Finance** shall be responsible for assisting the programming committees in the assessment, strategic planning, and fiscal resource allocation process. They will work with the finance executives in the committees on their programming council. Each will perform other duties as assigned by the Executive Director for Assessment and Finance.

Section 3: Secretary/Treasurer

The duties of the **Secretary/Treasurer** shall be approved and published by the Vice President for Student Affairs of Texas A&M University.

Article III

MSC Special and Ad Hoc Committees

Section 1: Special Committees

- A. Council Executive Committee. The MSC President shall chair the Executive Committee. The membership shall minimally consist of the Executive Vice Presidents, the Secretary/Treasurer of the Council, all MSC Associate Directors, and the advisors to the Executive Vice Presidents. The purpose of the committee shall be to provide leadership and direction to the MSC Council, as well as to consider and make recommendations to the MSC Council on organizational policy. The Committee shall also interpret and recommend changes to the MSC Constitution and Bylaws. A quorum in Council Executive meetings shall be a majority of the total voting membership. Under extraordinary time constraints or other extenuating circumstances, and if a quorum of the Council Executive committee cannot feasibly be convened to render a decision, the MSC President may conduct a poll vote of Council Executive committee members and subsequently act with the authority of the full Council Executive committee if at least three (3) student members and one (1) staff member are available to vote.
- B. Performance Review Committee. The MSC Executive Vice President for Human Resources shall chair the Performance Review Committee. The membership of the committee shall be determined by the EVP for Human Resources. The purpose of the committee shall be to provide recommendations to the Council Executive Committee on the performance of officers of the MSC Council.
- C. With the exception of the Council Executive committee, all special and ad hoc committees in the MSC shall have two more students voting than staff voting.

Section 2: Ad Hoc Committees

The President may create ad hoc committees as needed, and may also appoint members of ad hoc committees, with approval of a majority of Council members present and voting at an announced meeting. Quorum shall be one third of the voting members.

Article IV

MSC Resource Areas

Section 1: Function of Resource Teams

- A. The **Programs Team** shall consist of the EVP for Programs, the three Executive Directors for Programming Councils, and the Senior Associate Director. They shall be responsible for the coordination of programming activities as well as the allocation of financial resources from the Programming Excellence Fund and the New Programming Initiative Fund.
- B. The **Marketing Team** shall consist of the EVP for Marketing, the ED for Marketing, the three VPs for Marketing, and the appropriate MSC staff. They shall be responsible for the coordination of the marketing efforts of the MSC as well as the allocation of financial resources from the Marketing Excellence Fund.
- C. The **Operations Team** shall consist of the EVP for Operations, the ED for Operations, the three VPs for Operations, the appropriate MSC staff, and the Director of the University Center. They shall be responsible for creating the recommendations on the physical resource allocation for the MSC.
- D. The **Assessment and Finance Team** shall consist of the EVP for Assessment and Finance, the ED for Assessment and Finance, the three VP's for Assessment and Finance, and the appropriate MSC staff. They shall be responsible for the assessment and strategic planning activities of the MSC. Additionally, they shall create the recommendations for the financial resource allocation for the MSC.
- E. The **Development Team** shall consist of the EVP for Development, the ED for Development, the three VPs for Development, and the appropriate MSC staff. They shall be responsible for the coordination of the development activities of the MSC.
- F. The **Human Resources Team** shall consist of the EVP for Human Resources, the ED for Human Resources, the three VPs for Human Resources, and the appropriate MSC staff. They shall be responsible for the coordination of the human resource activities of the MSC.

Section 2: Additional Resource Groups

The Executive Director of each Resource Area may establish a team that will assist in the activities of that area. This team will serve as a way for new or inexperienced member of the MSC to learn more about a particular resource area as well as develop their leadership abilities.

Article V

MSC Programming Committees

Section 1: Assignment of Committees

There shall be three programming councils and one traditions council. The programming councils shall be called the Arts and Entertainment Programming Council, the Educational Exploration Programming Council, and the Leadership Development and Service Programming Council. The Arts and Entertainment Programming Council shall consist of Academic League, Cepheid Variable, the Film Society, Literary Arts, OPAS, Town Hall, and the Visual Arts Committee. The Educational Exploration Programming Council shall consist of the Asian Cultures Education Committee, the Black Awareness Committee, the Committee for the Awareness of Mexican American Culture, Conversations, Current Issues Awareness, E.L. Miller Science and Technology Committee, Icons, the L. T. Jordan Institute, and the Wiley Lecture Series. The Leadership Development and Service Programming Council shall consist of the Abbott Family Leadership Conference, Aggie Leaders of Tomorrow, Fall Leadership Conference, Hospitality, the Leadership Experience and Development Committee, MBA/Law, and Spring Leadership Trip. The Traditions Programming Council shall consist of the class councils, the Yell Leaders, and Bonfire.

Section 2: Programming Committees and Descriptions

MSC Abbott Family Leadership Committee presents an annual trip for sophomore and junior student leaders, which focuses on ethics, morals, and values, and how to apply them in business, community and family.

MSC Academic League advances academic competition through programs such as Aggie Bowl and College Bowl in a trivia type format.

MSC Aggie Leaders of Tomorrow (ALOT) provides a leadership training program for freshman students.

MSC Asian Cultures Education Committee provides programs designed to help the Texas A&M community better understand the Asian cultures.

MSC Black Awareness Committee provides programs designed to create a better understanding of the heritage and culture of Black Americans.

MSC Cepheid Variable provides programming for the Texas A&M University Student Body and the general community in the genres of science fiction, fantasy and horror. The committee's programming covers trends in science, technology, and literature, and how they relate to society and business, both now and in the future.

MSC Committee for the Awareness of Mexican American Culture presents programs designed to create an awareness of the Mexican American culture.

MSC Conversations brings professors and students together in an intimate setting to enhance intellectual sharing and development.

MSC Current Issues Awareness presents programs of contemporary interest with topics including, but not limited to, society, environment, politics (non-partisan), world affairs, relationships and campus issues.

MSC E.L. Miller Science and Technology Committee brings programs in the science and technology sector to the Texas A&M University community.

MSC Fall Leadership Conference Committee coordinates leadership programs in the Fall and Spring semesters for student leaders at Texas A&M University. The purpose is to create a spirit of unity and cooperation among student leaders while fostering the development of useful leadership and interpersonal skills.

MSC Film Society of Texas A&M is the film committee for Texas A&M University, bringing current, foreign, and classic films for presentation to the University community.

MSC Freshman in Service and Hosting (FISH) provides both service and hosting opportunities that allow freshmen to become involved in the University Community.

MSC Hospitality is a service organization focusing extensively upon interaction with community children, drug and alcohol education and awareness programming, and other unique educational programming opportunities relating to the campus. In addition, Hospitality serves as the official host committee for the university, provides tours, receptions, fashion shows, and holiday programming for the Texas A&M University.

MSC Icons provides students the opportunity to attend discussions by notable persons of popular culture.

MSC Leadership Enrichment, Action and Development Committee provides leadership conferences, forums, and other programs that put leadership theory into practice.

MSC L. T. Jordan Institute for International Awareness provides the Texas A&M community with the opportunity to experience a variety of cultures through campus programming, living abroad programs, the Jordan Fellows, the MSC Overseas Loan, the Jordan Enrichment Fund, and the Jordan Collection.

MSC Literary Arts Committee provides literary programming for the Texas A&M community.

MSC MBA/Law Committee is geared toward informing all Texas A&M University students about graduate programs and career opportunities in business and law.

MSC OPAS provides cultural and classical performing arts and Broadway entertainment for the University community and the Brazos Valley.

MSC Spring Leadership Trip Committee provides an educational and cultural experience for outstanding senior student leaders. The trip assists students in the transition from the academic to the career world.

MSC Town Hall provides large and small concerts for the University community that encompasses the production of the Variety Show.

MSC Visual Arts Committee provides programming and gallery exhibits in the visual arts.

MSC Wiley Lecture Series produces an annual world class lecture program at Texas A&M University.

Article VI

Amendments

Section 1: Suspension

These Bylaws may be suspended by a majority vote of Council members present and voting at an announced meeting. The suspension will automatically end upon the termination of that Council meeting.

Section 2: Amendments

The Bylaws may be amended by a majority vote of the total voting membership of the MSC Council at an announced meeting, subject to the approval of the president of the University through the Vice President for Student Affairs and the MSC Director.

Approved:

Dr. J. Malon Southerland, Vice President for Student Affairs

Date

Mr. James R. Reynolds, Director Memorial Student Center

Date

Jennifer Brashares, Interim President, 52nd MSC Council

Date