By-laws of the Calhoun Gaming Society
Adopted 12/06/2012

ARTICLE I: NAME

Section I. The name of this organization shall be Calhoun Gaming Society, which is hereafter referred to as CGS.

ARTICLE II: PURPOSE

The purpose of the CGS shall be:

Section I. To promote the playing of games of all kinds, including but not limited to the following: computer games, console games, board games, card games, role-playing games, and miniature games.

Section II. To provide opportunities for game enthusiasts to meet and exchange information through the CGS web site, official CGS meetings, and local gaming-related events.

Section III. To promote gaming by raising awareness of the hobby among the student body and in the local community.

Section IV. To provide CGS student representation and communicate concerns to and from the college administration.

Section V. To participate in community service activities, especially those serving Calhoun students and their families.

ARTICLE III: MEMBERSHIP

Section I. All Calhoun Community College students that are currently enrolled (full-time or part-time) are eligible for membership in the CGS.

Section II. No individual may be denied membership on the basis of race, creed, sex, age, national origin, or disability.

Section III. Members are expected to abide by the rules of the organization.

Section IV. Members are expected to be present at all meetings.
Section V. Members are expected to maintain proper behavior at all CGS meetings and events. Disruptive behavior may result in disciplinary action being brought against the disruptive member.

Section VI. Members are expected to vote (excluding the President) on all motions, nominations, and elections. The President only votes to break a tie.

Section VII. Honorary membership is awarded at the discretion of the CGS President to individuals who have provided outstanding service to the organization. Honorary members may participate in CGS meetings and events, but:

(a) do not vote
(b) are not counted in the official membership tally
(c) cannot hold office

ARTICLE IV: OFFICERS

Section I. The Officers of the organization will consist of a President, Vice President, Secretary, Treasurer, Public Relations Liaison, and SGA Legislative Representative.

Section II. Officers shall be elected by the membership as described in Article VII below.

Section III. The President:

- Schedules CGS meetings and distributes the meeting agendas.
- Coordinates with CGS officers and reports for them in their absence at meetings
- Creates committees to oversee specific tasks and appoints the chairperson for each committee.
- Assigns new duties to officers as needed.
- Votes to break a tie.
- Submits activity forms for approval to the Faculty Advisor(s).
- Works closely with the Faculty Advisor(s) on strategic planning for the organization.

Section IV. The Vice President:

- Conducts meetings in the President’s absence.
- Coordinates with committee chairs and reports on committee activities at CGS meetings.
- Assumes the presidency in the event of a permanent vacancy in the office of the President.

**Section V. The Secretary:**

- Takes roll at all meetings.
- Records all relevant information and reads minutes at club meetings.
- Keeps a log of the status all members and updates the member log on at least a monthly basis.
- Receives letters, packages and e-mails for the organization and forwards to the appropriate officer.
- Keeps a log of all committees and reports.
- Keeps all activity/event logs, activity forms, and member logs.
- Keeps all Information for the next Secretary.

**Section VI. The Treasurer:**

- Collects dues, donations, fees, fines, and other revenues and submits them to the college’s Business Office for deposit into the CGS account.
- Keeps financial records of expenditures and receipts.
- Reports on the organization’s financial status at CGS meetings.
- Works with the college’s Business Office to distribute CGS funds for approved activities.
- Keeps a log for the next Treasurer.

**Section VII. The Public Relations Liaison:**

- Updates information on the CSG web site and social networking sites.
- Oversees the design of CGS flyers and their distribution on campus bulletin boards in compliance with college regulations.
- Notifies the college's Public Relations department of CGS events for inclusion in campus newsletters and the college’s calendar of events.
- Oversees press releases, public service announcements and other communications aimed at the general public.
- Identifies opportunities for the CGS to participate in campus/local events.

**Section VIII. The SGA Legislative Representative:**

- Represents the organization at SGA meetings and reports at CGS meetings
- Completes forms necessary for the CGS to maintain recognition by the SGA
- Lobbies for funds from the Dean of Students’ Office.
ARTICLE V:  FACULTY ADVISOR

Section I. The CGS must have a minimum of one Faculty Advisor.

Section II. A Faculty Advisor must be a full-time or part-time employee (faculty or staff) of Calhoun Community College.

Section III. A Faculty Advisor will hold Honorary Membership in the organization.

Section IV. A Faculty Advisor choosing to resign should provide a minimum of one month’s notice to the CGS President so that a new Faculty Advisor can be found.

ARTICLE VI:  COMMITTEES

Section I. Committees will be formed by the CGS President as needed to perform specific tasks, such as organizing and managing CGS special events.

Section II. All members, including Honorary Members, are eligible to serve on committees.

Section III. The committee chairperson shall:

- Be appointed by the CGS President
- Be responsible for the success of the committee’s assigned task/event
- Be responsible for recruitment of committee members to serve on the committee, as needed
- Be responsible for submitting all plans and budget requests to the Vice President for discussion and approval at CGS meetings
- Work with the CGS Treasurer to ensure that all expenditures for and revenues from the task/event are handled properly and fully documented
- Be responsible for keeping the task/event within the amount budgeted by the organization

Section IV. The CGS President will replace the chairperson of a committee in the event that the chairperson is unable or unwilling to continue to serve.

Section V. A committee will automatically dissolve at the completion of its assigned task.

ARTICLE VII:  OFFICER ELECTIONS

Section I. CGS officer elections will take place within one month of the start of the fall semester.
Section II. The organization’s Faculty Advisor(s) will serve as the arbiter of the election. The arbiter shall conduct the election and shall receive and tally the votes.

Section III. Nominations will open two weeks preceding the election and close one week preceding the election. Members may nominate themselves or another member. Nominees that are willing to serve will be listed on the ballot by the election arbiter.

Section IV. The election arbiter will publish the final ballot of candidates and the election procedures one week before the date of the election.

Section V. In the event that no candidate receives a simple majority, a new vote will be held between the two candidates receiving the two largest numbers of votes. The winner of the runoff election will be the candidate receiving the most votes.

Section VI. A tally of votes will be provided by the election arbiter to Secretary and will be presented at the next CGS meeting.

Section VII. In the event of a permanent vacancy in the office of the President, the Vice President shall immediately assume the office of the President for the remainder of the current term of office.

Section VIII. In the event of a permanent vacancy in the office of the Vice President, Secretary, Treasurer, Public Relations Liaison, or SGA Legislative Representative, a special election will be held to elect a replacement to serve out the remainder of the current term of office.

ARTICLE VIII: MEETINGS

Section I. Official meetings will normally be held once a month.

Section II. All members are welcome to attend CGS meetings.

Section III. Meetings may be held in person, online, via conference call, or through any other method, or combination of methods, which allows the collaboration of those who are attending the meeting.

Section IV. The membership will be notified by the CGS President at least one (1) week in advance of any official meeting, except in the case of emergency meetings.
Section V. A meeting agenda will be distributed by the CGS President to the membership at least three (3) days prior to any official meeting, except in the case of emergency meetings.

Section VI. Emergency meetings may be called by the CGS President, Vice President or a Faculty Advisor to discuss matters that cannot wait until the next regularly-scheduled official meeting. Every effort will be made to notify the membership of the emergency meeting as soon as possible. An agenda for the meeting will be distributed by the start of the emergency meeting.

ARTICLE IX: MEETING VOTING PROCEDURES

Section I. The President, Vice President or a Faculty Advisor must be in attendance to conduct an official meeting.

Section II. Twenty percent (20%) of the membership shall constitute a quorum at official meetings and votes shall be by simple majority, except in the case of amending these by-laws (see Article XI).

Section III. In the event of a tie, the President will cast the deciding vote.

Section IV. Definitions of Simple and Absolute Majority.

(a) Passage of a vote by a simple majority requires more than half of the votes cast. Abstentions and non-participants in the election have no affect.

(b) An absolute majority requires more than half of all CGS members to vote in favor of passage.

ARTICLE X: FINANCES

Section I. The membership dues and fines/fees of this organization – if any – shall be set by the organization at the October CGS meeting each year.

Section II. Members are expected to pay any debts owed to the organization (e.g. dues, pledged donations, etc.) in a timely manner. Failure to do so will result in loss of membership.

Section III. No CGS member shall incur any expense in the organization’s name unless authorized by a vote of the CGS membership to do so.
Section IV. CGS funds will be held in an agency account managed by the Calhoun Community College Business Office.

ARTICLE XI: AMENDMENTS

Section I. Application to amend the CGS by-laws shall be submitted in writing to the CGS President for consideration by the membership at the next official meeting.

Section II. For amendments, the quorum shall be two-thirds (2/3) of the membership and votes shall be by simple majority.

ARTICLE XII: IMPROPER & ILLEGAL CONDUCT

Section I. Neither this organization nor any of its members may authorize or participate in an action or situation that recklessly or intentionally endangers the mental or physical health of another member. The consumption, forced or voluntary of alcohol or drugs for purpose of initiation into, or affiliation with, this organization shall not be allowed. Any members may face legal penalties if in violation of local, state, or federal laws.

Section II. Neither this organization nor any of its members shall participate in any act of sexual harassment.

Section III. As a student organization of Calhoun Community College, members are expected to follow the Code of Conduct described in the Student Handbook and are subject to disciplinary procedures described therein.

ARTICLE XIII: DISCIPLINARY ACTION

Section I. A CGS member who is found to have violated the CGS by-laws, policies or rules, or the college’s Code of Conduct, may be censured, suspended or expelled from the CGS.

Section II. A member or members accused of a violation shall be notified of the alleged violation, and shall have an opportunity to defend him/herself before the members at a CGS meeting prior to a vote on the issue.

Section III. The accuser may withdraw the motion for disciplinary action at any time prior to the vote.

Section IV. The meeting voting procedures described in Article IX will be followed for disciplinary action votes.
ARTICLE XIV: DISSOLUTION

Section I. In case of dissolution of the CGS, all of the organization’s assets will revert to the Student Government Association of Calhoun Community College.