

# SOUTHEASTERN GREEK LEADERSHIP ASSOCIATION



## CONSTITUTION

## PREAMBLE

Recognizing the significant impact that the collegiate fraternity and sorority experience can have upon a college student and the importance in promoting a positive living and learning environment on the college campus, fraternity and sorority governing councils and like organizations within the Southeastern United States do hereby associate themselves into the Southeastern Greek Leadership Association.

## ARTICLE I: NAME

The name of this organization shall be the Southeastern Greek Leadership Association, hereafter referred to as the SGLA.

## ARTICLE II: OBJECTIVES

**Section 1:** To promote relationships among individual fraternity and sorority chapters and their governing councils which are conducive to the positive development and welfare of the fraternity and sorority community on the collegiate campus.

**Section 2:** To provide for the exchange of ideas, programs, and concepts through the implementation of service-oriented programs coordinated by the SGLA for the strengthening of the fraternity and sorority community on member institution campuses.

**Section 3:** To establish a continuous communication system among governing councils through a publication known as the SGLA Torch, program exchanges, referrals, and general networking among members.

**Section 4:** To promote relationships among all potential member institutions with efforts to incorporate diversity in membership by expanding programs to meet the culturally, educationally, and programmatically diverse institutions represented in the membership.

**Section 5:** To educate members about the current developments and issues within the international fraternity and sorority community.

**Section 6:** To recognize significant contributions by member institutions to the growth and development of the fraternity and sorority community on their campuses and within the region.

**Section 7:** To develop resolutions and recommendations that will further the purpose and ideals of the collegiate fraternity and sorority community.

**Section 8:** To organize exclusively for educational purposes, including but not limited to those purposes, consistent with organizations that qualify as exempt under section 501(c)(6) of the Internal Revenue Code or corresponding provisions of any future United States Internal Revenue laws.

## ARTICLE III: MEMBERSHIP

**Section 1:** Membership in SGLA will be based on the number of fraternity and sorority chapters in a fraternity and sorority community. Membership dues must be paid by December 31.

## ARTICLE IV: MEMBERSHIP RESPONSIBILITIES

**Section 1:** Members are expected to promote a positive fraternity and sorority experience within the institution by implementing programs and services, which enhance living and learning opportunities.

**Section 2:** Members are encouraged to share ideas and programs with other institutions in the region and participate in the recognition programs of the SGLA designed to promote the same.

**Section 3:** Members are expected to adhere to and promote positions and resolutions taken by SGLA or its Executive Board.

**Section 4:** Members are expected to recognize the importance of diversity within their systems and to support the growth and development of fraternities and sororities.

## ARTICLE V: ELECTIONS AND VOTING

**Section 1:** All institutions in attendance at the Annual Conference will be allowed one voting delegate. Voting delegates are eligible to vote on all matters brought up during the business meeting or by the Executive Board throughout the year.

**Section 2:** Matters needing a vote by the membership may be considered in one of two manners: by a vote of the membership in attendance at the annual meeting, or by an online ballot sent to all current members.

**Section 3:** On matters not able to be presented to the membership at the Annual Conference and deemed necessary for an immediate vote by the Executive Board, an e-mail ballot will be sent to all institutions present at the previous Annual Conference. A majority will consist of those members returning ballots and received by a designated deadline.

**Section 5:** All candidates for the Student Advisory Board shall receive the endorsement of their institutions prior to being considered eligible for office.

**Section 6:** An institution may only have one student serving on the SGLA Student Advisory Board at any given time.

**Section 7:** All candidates for the SGLA Student Advisory Board must be able to serve their entire term in office to be eligible for office and remain enrolled as a full-time undergraduate student during their term.

**Section 8:** All candidates must be registered for the SGLA Annual Conference and attend the annual business meeting, to be eligible for office.

**Section 9:** All candidates for the Student Advisory Board must be nominated by a submission of a candidacy statement, platform information, resume of experience and qualifications to the SGLA President PRIOR to the Annual Conference. These materials must be accompanied by a statement from the institutional adviser indicating their commitment to serve on the Executive Board should the candidate be elected. If there is a vacant position available at the Annual Conference, then nominations may be taken from the floor at the meeting with verification by an Executive Board member that the candidate has the support and endorsement of their institutional adviser.

**Section 10:** Elections shall be by majority vote in affirmation of the slate of qualified members of the SGLA in attendance at the annual conference, if a quorum is present.

**Section 11:** If for any reason, a member who is registered for the SGLA Annual Conference and has paid all necessary fees cannot attend or is forced to leave prior to elections, a written proxy vote may be submitted to the SGLA Executive Director by that member before the time the election is held.

**Section 12:** The Executive Director shall initially be selected after a qualified search has occurred and a recommendation approved by a majority vote of the membership at the annual business meeting. After initial approval by the membership, the Executive Director will remain in office until such time as they deem it appropriate to resign or until the membership, through a majority vote of the membership, indicates its desire to have the Executive Director resign. The Executive Board may call for the Executive Director's removal, and the request must be approved by a majority of the membership at the annual business meeting. If the Executive Director resigns mid-year, the Executive Board shall name an interim Executive Director for the remainder of the term.

**Section 13:** Any institution that has not registered for the Annual Conference forfeits voting privileges at the business meeting. Neither shall they have the privilege to debate at these meetings, unless such is granted by the majority vote of those in attendance at this meeting, assuming the presence of a quorum.

**Section 14:** At the annual business meeting, a quorum is defined as fifty percent (50%) plus one (1) of those qualified members paid and registered for the Annual Conference.

**Section 15:** All voting will be by secret ballot for officer elections. Other votes will be taken by hand or voice unless otherwise requested by a majority vote of the membership.

## ARTICLE VI: ANNUAL CONFERENCE AND MEETING

**Section 1:** The SGLA Annual Conference shall be held during the months of February or March of each year at a location recommended by the Executive Director and approved by the Executive Board.

**Section 2:** The Executive Director, with the advisement, consent and participation of the Executive Board will coordinate the Annual Conference.

**Section 3:** The annual business meeting is to be held during the Annual Conference and chaired by the President with the advice and consent of the Executive Board.

**Section 4:** ROBERT'S RULES OF ORDER, REVISED, shall be followed during the annual business meeting.

## ARTICLE VII: OFFICERS

**Section 1:** The elected officers of the SGLA shall be responsible for the overall operation and management of the SGLA, maintenance of the SGLA annual budget, records, constitution and bylaws, and representation of the delegate universities within the SGLA and their communal interests. The Student Advisory Board shall consist of 6 undergraduate students representing various governing councils on college campuses. The Student Advisory Board will then elect a President and Secretary during the first Executive Board meeting after the Annual Conference.

**Section 2:** The appointed officers of the SGLA are the Associate Executive Director, the Assistant Executive Directors, the FEA Liaison, and the Executive Director. Associate and Assistant Executive Directors shall be appointed directly by the Executive Director.

**Section 3:** The elected officers of the SGLA will serve a term of one year from the time of their election until the next election.

**Section 4:** The appointed positions of Associate Executive Director, Assistant Executive Director, and Executive Director are those individuals who 1) serve as student affairs professionals on campuses located throughout the country, 2) a previous full-time student affairs professional pursuing a doctoral degree, or 3) are employed at an (Inter)National fraternity or sorority headquarters; and have a desire and/or responsibility to provide guidance to campus fraternities and sororities.

**Section 5:** The FEA Liaison will be selected by the Fraternity Executives Association and will serve for a period determined by the FEA and confirmed by the SGLA Executive Board. The FEA Liaison shall be removed for cause by a majority vote of the SGLA Executive Board.

**Section 6:** The Associate Executive Director, Assistant Executive Directors, FEA Liaison, and the Executive Director will serve as non-voting members of the SGLA Executive Board. The President will be allowed a vote only in cases of a tied vote among Student Advisory Board members.

**Section 7:** In the event that the President is unable to serve out the remainder of their term, the Executive Board shall elect by majority vote from among the Student Advisory Board members, to assume the position and duties of the President until the regular term of office is complete.

**Section 8:** In the event that any one of the Student Advisory Board members is unable to complete their term of office, the President shall appoint, within four (4) weeks, any qualified candidate, with the approval of the Executive Board. This person will assume those duties of the student board member until that term of office has expired.

**Section 9:** The SGLA President is an elected official representing the SGLA. The President is responsible for the functioning of the SGLA by coordinating the activities of the conference through the student board members. The SGLA President reports to the Executive Director and is specifically responsible for:

- A.** Presiding at all meetings of the Executive Board
- B.** Appointing all non-elected offices and appointing all committees and committee chairpersons.
- C.** Appointing and coordinating a student disciplinary committee prior to the Annual Conference.
- D.** Coordinating the annual membership recruitment plan through the Student Advisory Board members.
- E.** Maintaining contact with member campuses via email and telephone calls.
- F.** Providing articles for each issue of the Torch in addition to providing ideas and direction for the Torch content.
- G.** Promoting and encouraging member institutions to attend the Annual Conference and encouraging those schools to consider nominating qualified students for the SGLA Student Advisory Board.
- H.** Having full involvement in the planning and developing of the Annual Conference including participation in educational sessions, conducting the Academy orientation session, conducting the annual business meeting and appropriate meal functions and events.
- I.** Conducting a new officer orientation along with the outgoing student board members
- J.** Keeping abreast of all interfraternal issues.
- K.** Communicating with the SGLA Executive Board and sending copies of all correspondence to the Executive Director.
- L.** Providing the Executive Director with biographical information and a picture (upon request) for inclusion in the SGLA Torch.

**Section 10:** The SGLA Secretary is an elected official representing the SGLA and is responsible for maintaining the minutes of each Executive Board meeting.

**Section 11:** Each Student Advisory Board member is responsible for providing leadership to the SGLA through active participation in membership recruitment efforts, SGLA publications, in the general operations of the Annual Conference. The student board members are responsible to a specific Executive Board advisor and the SGLA President for:

- A. SGLA Torch**
  - a. Providing the Executive Director with biographical information and a picture (upon request) for the fall issue.
  - b. Submitting thoughtful articles regarding council-related issues and information on regional accomplishments, concerns, etc.
  - c. Encouraging members within the region to submit articles.
  - d. Providing ideas and direction for the content of the Torch.
- B. SGLA Annual Conference**
  - a. Assisting in the planning and development of the Annual Conference.
  - b. Participating in sessions as appropriate.
  - c. Working registration and generally helping as needed during the Academy.
  - d. Providing an orientation for newly elected Student Advisory Board members.
- C. Administration**
  - a. Attending all Executive Board meetings.
  - b. Maintaining contact and soliciting feedback from members in the region.
  - c. Keeping abreast of fraternity and sorority issues.
  - d. Promoting and encouraging member institutions to attend the Annual Conference.
  - e. Encouraging member institutions to nominate qualified persons for the SGLA Student Advisory Board.
  - f. Working with their advisors and sending copies of all correspondence to the Executive Director.

**Section 12:** The SGLA Executive Board is responsible for working directly with the Student Advisory Board members in assisting them in the duties of their office by:

- A.** Planning and coordinating a function/program of the SGLA, which will be determined after consulting with the Executive Director.
- B.** Assisting in membership recruitment and annual Conference participation by contacting potential member institutions fraternity advisors and/or professional staff.
- C.** Providing support to the Student Advisory Board through their office.
- D.** Attending SGLA board meetings and the Annual Conference.
- E.** Providing ideas and articles for inclusion in the SGLA Torch.
- F.** Previewing all correspondence, programs and plans of the elected student officers.
- G.** Providing a viable leadership and learning experience for the student officers.

**Section 13:** The FEA Liaison shall work closely with the SGLA Executive Director in the oversight of both the Annual Conference and the general association. The FEA Liaison shall attend all meetings of the SGLA Executive Board and shall be entitled to voice in all matters of business.

**Section 14:** The SGLA Executive Director reports directly to the general association and the SGLA Executive Board. The Executive Director serves as the chief operations executive for the association with oversight responsibility for all aspects of the SGLA. This includes:

- A.** Coordinating day-to-day managerial functions of the SGLA.
- B.** Membership solicitation.
- C.** All financial aspects for the SGLA and Annual Conference including receipt of monies, approval of expenditures, payment of accounts, collections, submission of financial reports, and filing of tax records, reimbursements, budgetary development and supervision, supervision of all SGLA accounts/funds and all other aspects associated with the financial operations of the SGLA.
- D.** Serving as the contracting agent for the SGLA with board knowledge.
- E.** Site selection, negotiation and contracting for the SGLA Annual Conference with board approval.
- F.** Coordinating all publications of the SGLA unless otherwise delegated.
- G.** Supervising all aspects of the Annual Conference, even those delegated to board members, to insure a successful Academy both educationally and financially.
- H.** Representing SGLA at conferences, meetings, etc., as appropriate.
- I.** Serving as the archivist of the SGLA.
- J.** Maintaining an ongoing communication system between board members.
- K.** Planning all board meetings.
- L.** Orienting and training board members.
- M.** All other duties necessary for the effective and successful functioning of the SGLA.

## ARTICLE VIII: FINANCES

**Section 1:** The SGLA will operate using a budget created by the Executive Director and approved by the SGLA Executive Board.

**Section 2:** All financial transactions of the SGLA will be under the direction of the Executive Director following the approved budget with the option for Executive Board review of actions taken.

**Section 3:** The Executive Board may develop policies governing the assumption of reasonable administrative expenses by the SGLA incurred by the board in the performance of their duties.



**Section 4:** The SGLA will develop sound and prudent financial systems designed to insure the long-term health of SGLA including but not limited to membership dues, fees and assessments, reserve funding, financial policies and other such concerns related to finances of the SGLA.

## ARTICLE IX: IMPEACHMENT

**Section 1:** Any elected officer of the Executive Board may be removed from office by a three-fifths (3/5) vote of the entire executive board.

## ARTICLE X: AMENDMENTS

**Section 1:** This constitution may be amended by a two-thirds (2/3) vote of those regular member institutions at the annual business meeting, assuming a quorum is present, or when deemed necessary by the Executive Board by receiving a two-thirds (2/3) vote of the membership by a mail ballot conducted following prescribed procedures.

Updated and Ratified: December 2019