

Article I – The Guitar Club

Article II – Purpose

The purpose of this club is to provide a space for students to further their musical skill on the guitar through mentorship and guided instruction.

Article III – Officers

Section 1: Officer Eligibility

- Currently enrolled in six (6) or more credit hours as a Trinity River or Trinity River East campus student.
- Maintain a 2.25 GPA with a minimum of six (6) completed credit hours.
- Commit to serving the entire academic year.
- Attend at least one (1) club meeting per week and one (1) cabinet meeting per month.

Section 2: Officer Positions

President

Vice President

Treasurer

Secretary

Senator

Section 3 : Officer Duties

The **President** shall:

- Serve as the chief executive officer of the Guitar Club.
- Preside over all meetings of the organization.
- Represent the club at official college functions and student organization meetings.
- Coordinate club activities, events, and initiatives.
- Ensure all officers fulfill their responsibilities.
- Serve as the primary point of contact with the club advisor and the Office of Student Activities.

The **Vice President** shall:

- Assist the President in all duties.
- Preside over meetings in the absence of the President.
- Oversee committees and ensure their progress.
- Support event planning and member engagement.
- Assume the role of President if the position becomes vacant.

The **Treasurer** shall:

- Manage all financial transactions of the Guitar Club.
- Maintain accurate and up-to-date financial records.
- Prepare and present financial reports at meetings.
- Oversee fundraising efforts and budget planning.
- Ensure compliance with TCCD financial policies and procedures.

The **Secretary** shall:

- Record and maintain accurate minutes of all cabinet meetings.
- Keep attendance records for members and officers.
- Manage club correspondence and communication.
- Maintain an organized archive of club documents, including agendas, minutes, and forms.
- Notify members of upcoming meetings and events.

The **Senator** shall:

- Represent the Guitar Club at Trinity River Student Government Association (SGA) Senate meetings.
- Serve on at least one SGA committee per semester.
- Communicate SGA updates, opportunities, and requirements back to the club.
- Advocate for the needs and interests of the Guitar Club within SGA.
- Maintain eligibility as outlined by SGA requirements.

Article IV – Member Eligibility

- Every member must be enrolled with Tarrant County College.
- Voting members must attend Trinity River Campus or Trinity River East Campus, non-voting members consist of students from any other TCC campus.
- All members must maintain a 2.00 GPA and be in good standing with the college.

Article V – Elections

Section 1: Timing

Elections will be held at the beginning of May for officer positions for the following academic year.

Section 2: Eligibility to Run

Any voting member in good standing may run for office.

Section 3: Nominations

Nominations will be taken at the meeting prior to elections. Members may nominate themselves or another member (with their consent).

Section 4: Voting

Officers will be elected by a simple majority vote of voting members present.

Section 5: Vacancies

If an officer position becomes vacant during the year, a special election will be held at the next regular meeting.

Article VI – Impeachment and Removal of Officers

Section 1: Grounds for Removal

An officer may be removed from their position for any of the following:

- Failure to perform their assigned duties
- Violation of club rules or college policies
- Misuse of club funds or resources
- Behavior that disrupts the functioning or reputation of the club

Section 2: Initiating Removal

A removal process may be initiated by:

- Any officer, or
- A petition signed by at least three voting members

Section 3: Notification

The officer in question must be notified at least one week before the removal vote and given the opportunity to speak or respond.

Section 4: Voting Procedure

Removal from office requires a two-thirds vote of voting members present at a regular meeting.

Section 5: Filling Vacancies

If an officer is removed, resigns, or becomes unable to serve, a special election will be held at the next regular meeting following the procedures outlined in Article V.

Article VII – Meetings

- Club meetings will be every Tuesday 11:30am-12:30pm and every Friday 11:00am-12:00pm. Location will be determined and announced on the day of meeting by a cabinet member or an advisor.
- Cabinet meetings will convene twice a month.

Article VIII – Advisors

The Guitar Club will have at least one full-time TCCD faculty or staff advisor, appointed in accordance with Student Activities guidelines.

Article IX – Anti-Hazing Policy

The Guitar Club strictly prohibits hazing in any form. All members and officers must comply with Tarrant County College's Student Code of Conduct and all state laws regarding hazing. Any member or officer found to have participated in hazing may be subject to disciplinary action by the club and the college.

Article X – Amendments

Section 1: Proposal of Amendments

Any voting member may propose an amendment to this constitution.

Section 2: Notice Requirement

Proposed amendments must be presented at least one meeting prior to the vote so members have time to review them.

Section 3: Approval

An amendment will be adopted when approved by a two-thirds vote of voting members present.

Section 4: Compliance

All amendments must comply with Tarrant County College policies and the Student Code of Conduct.

Article XI – Responsibilities

The Guitar Club and its members shall be responsible for obeying all of the Constitution and Bylaws, TCCD Student Handbook, TCCD Board Policy Manual and the Student Organization Handbook