

**Constitution for the Linux Users Group at Georgia Tech**  
**Created October 11, 1999**  
**Revised Jun 20, 2006**

**Article I – Name**

**Section I.** This organization will be known as the Linux Users Group at Georgia Tech. Hereafter referred to as LUG@GT.

**Article II – Purpose**

The purpose of the LUG@GT is to:

1. Support new and old Linux operating system users at Tech.
2. Provide a forum for getting support on Linux questions.
3. Help new users install their own copies of Linux, in their own way.
4. Increase awareness of the Linux operating system to the Georgia Tech community.
5. Petition support of the Linux operating system to Georgia Tech computer administration, such as OIT.

**Article III - Membership**

- A. All members of the LUG@GT 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 or hold office.
- B. Associate members are GT faculty, staff, or alumni and their spouses who are interested in the organization. They may not vote or hold office.
- C. There will be no maximum number of members.
- D. Membership will take effect when an interested party signs up on the membership roster.

**Article IV – Officers**

**Section I.** Only GT students eligible according to the GT Catalog can hold or run for office, and they must already be a member of the organization.

**Section II.** The duties of the Executive Committee will be as follows:

**I. President:**

- A. The President shall preside over the meetings and ensure that meetings operate in an orderly fashion.
- B. The President shall be the spokesperson for The Linux Users Group.
- C. The President shall appoint all committee chairs.
- D. The President shall have the authority to remove any committee chair that the President has appointed.
- E. The President shall have the power to transact routine business, which is in the best interest of the organization.
- F. The President shall act or appoint a member to act as an external liason for campus organizations with whom The Linux Users Group has business.
- G. The President shall be responsible for planning programs and scheduling meetings.
- H. The President shall be responsible for completing all correspondence in a timely manner.
- I. The President shall send a notification of each meeting to the general membership.
- J. The President shall maintain a list of the membership.

**II. Vice President:**

- i. The Vice President shall act in full capacity of the President in the event that the President is unable to perform the President's duties.
- ii. The Vice President shall be a member of all committees.
- iii. The Vice President shall assist the President in fulfillment of Executive Duties at the direction of the President.
- iv. The Vice President shall be responsible for collecting dues.
- v. The Vice President shall maintain a record of the dues status of every member.
- vi. The Vice President shall maintain accurate records of the financial status of the organization.

**Section III.** Officers will be elected in the following manner:

- A. The elections for officers for the forthcoming term will take place on the first scheduled business meeting of each term.
- B. Any student member of the LUG@GT may campaign or be nominated for any position on the Executive Committee.
- C. The candidate for each office receiving the most votes will be the victor.
- D. New officers take office after the first meeting of the semester.

**Section IV.** Officers shall be removed in this manner:

- A. If an officer fails to maintain Institute requirements for holding office (good standing, for example), he or she shall resign immediately.
- B. If it is believed that an officer is not fulfilling his or her constitutional duties, then a petition requesting his or her removal must be signed by at least half of the voting membership and presented at a general meeting. 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.
- C. The Faculty 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 two-thirds of the voting members present vote for removal, the officer shall be removed immediately.
- D. If the President is removed or resigns, the Vice-President will take his/her place in the interim. If any officer other than the President is removed or resigns, the President will take his/her place in the interim. Regular election procedures will be followed to elect any vacant positions during the next meeting.

**Article V – Advisor**

**Section I.** A full time GT faculty or staff member will serve as advisor to the organization.

**Section II.** Nominations for advisor will take place within the Executive Board. The Executive Board will choose the advisor by a majority vote, and invite him/her to serve as advisor for the next academic year.

**Section III.** During Officer Elections, the organization will vote on whether to continue the Advisor appointment or not. The vote must be 2/3<sup>rd</sup> of those voting in order to retain the Advisor for the next academic year.

**Section III.** The duties of Advisor include: meeting with organization officers, reviewing the yearly budget, if applicable, signing all required paperwork and advising on issues of risk management, organization leadership, and Georgia Tech policy.

**Section IV.** The Advisor can be removed for not carrying out the duties and expectations as defined in this document. Any member can bring concerns to the Executive Board. The Executive Board will meet with the Advisor to discuss the

concerns. After this meeting, the Executive Board will vote on whether to remove the Advisor. If there is a majority vote, then the Advisor will be removed.

**Section V.** If an Advisor steps down or is removed, the Executive Board will follow the process stated in Article V Section II.

#### **Article VI - Dues**

Dues will be determined at the beginning of each semester by the Executive committee by a majority vote, and then voted on by the membership. If the majority of members vote to approve the dues amount set by the Executive committee, the specified amount will take effect immediately. To be paid by the third week of the semester or by the second week of membership. Dues may be voted to not exist, that is, membership may be free.

#### **Article VII – Parliamentary Procedure**

**Section I.** Robert’s Rules of Order will govern all meetings.

#### **Article VIII – Constitutional Amendments**

**Section I.** Amendments to the constitution shall be submitted to the Executive Committee in writing for consideration. A reading or email of the proposed amendment(s) will be required prior to submitting the amendment to a vote.

**Section II.** 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 proposed change in the constitution.

**Section III.** Amendments are subject to the approval by the Student Government Association and the Student Activities Committee.

**Section IV.** A two-thirds vote of members present will be required for adoption.