By-Laws
Lancaster Bible College Social Work Student Organization
Effective Date: August 29, 2014

Article I
Name

The Lancaster Bible College (LBC) Social Work Student Organization is a recognized student organization on the campus of LBC. The Club commenced in 2013, providing opportunities for social work students to organize on their behalf.

Article II
Purpose

The LBC Social Work Student Organization exists to provide opportunities for students to engage in activities that promote the core values of social work:

- Service
- Social Justice
- Importance of Human Relationships
- Dignity and Worth of the Person
- Integrity
- Competence

Through the efforts of the Social Work Student Organization, students and faculty will engage in activities and awareness opportunities which strengthen the presence of the core values impacting campus life and the experiences of all persons involved. The Student Organization will encourage academic and professional excellence, cooperating with the other campus entities to ensure the institution’s mission.

Article III
Membership

Any student who is declared a social work major is automatically entered into the membership of the Student Organization.

Any student who has interest in promoting the core values of social work is eligible for membership in the Student Organization.

Article IV
Governance

Section I--Officers
There is an executive board for the Student Organization identified as the following:
• President
• Vice-President
• Secretary/Treasurer

The duties of the executive board are as follows:

• President:
  o Responsible for the oversight of the Student Organization in consultation with the Advisor, a Social Work Professor.
  o Maintains communication with the executive board, committee chairpersons, and Advisor on matters impacting the Student Organization.
  o Serves as the SGA representative or delegates responsibility to another member of the executive board as deemed necessary.
  o Assists in the transition of new board members as deemed necessary
  o Other duties as assigned

• Vice-President:
  o Responsible for assisting the President in the leadership of the Student Organization
  o Participates in planning activities for the Student Organization
  o Maintains communication with the executive board, committee chairpersons, and Advisor on matters impacting the Student Organization
  o Assists in the transition of new board members as deemed necessary
  o Other duties as assigned

• Secretary/Treasurer:
  o Responsible for maintaining minutes for the executive board meetings of the Student Organization
  o Responsible for maintaining an active list of Student Organization membership with contact information
  o Maintains communication with the executive board, committee chairpersons, and Advisor on matters impacting the Student Organization
  o Maintains financial accountability for the Student Organization, submitting necessary receipts for reimbursement for expenses.
  o Assists Advisor in maintaining the budget for the Student Organization
  o Other duties as assigned

Section II—Officer Elections

A. Nominating Method:
   a. Officers will be nominated throughout the regular course of the academic year by Executive Board or Advisor recommendations. Any member can make a nomination to the President.

B. Voting Procedure:
   a. Voting will be made at the Spring elections to be announced by the Executive Board, no later than April of the academic year.
   b. A member must submit their vote by the close of the election dates.
   c. The vote carries when a plurality (the largest number of votes) exists. In the event of a tie, there will be a re-vote.
C. Counting of Votes: The counting and handling of the ballots will be the responsibility of the President and the Advisor. If the President is running for office, this responsibility will fall to the next ranking officer who is not on the ballot.

Section III--Terms of Office

Officers will be elected in the spring of the academic year. There shall be sufficient time for the transition of officers therefore a transition of leadership will occur before the students leave for the semester. Each officer will commit to a one-year position.

Section IV—Vacancies in Officer Positions

In the event of a vacancy in officer positions, a special election will occur to fill each vacancy.

Section V—Removal of Members and Officers

Membership in the Student Organization is voluntary. The only reason that a Member or Officer would be removed from membership would be in the case they do not exemplify the core values of social work. In addition Members and Officers who are dismissed from the Social Work Program for egregious acts contrary to the core values of social work and/or students dismissed from the College will no longer be eligible for membership.

Article V
Meetings

The Student Organization will have two types of meetings:

1. Business Meetings: To be held twice a year for:
   a. Overview of policies and practices that impact student membership;
   b. Voting of Officers

2. Student Organization Activities: To be held monthly for:
   a. Connection of students with one another
   b. Outreach to the community
   c. Service Projects

Meetings will be advertised by mail, e-mail, and/or by social media.

Attendance will be maintained by the Secretary of the executive board.

Article VI
Advisor

Section 1: Selection
The Advisor for the Student Organization will be the Program Director of the Social Work Program.
Section 2: Duties
The Advisor’s role is to give advice to members and officers and to facilitate an experience rich in opportunities for intellectual, spiritual and personal growth.

Article VIII
Amendments

Any recommended changes to these bylaws will be brought to the attention of the membership by the Executive Board, discussed, and voted on at a regular Business meeting.

Recommended for consideration: August 29, 2014
Adopted by membership: September 5, 2014