

**CONSTITUTION AND BYLAWS  
ALLIANCE OF NON-TRADITIONAL STUDENTS (ANTS) at  
University of Las Vegas, Nevada UNLV**

**Adopted on December 14, 2014**

**ARTICLE I – NAME**

The name of this student organization shall be the (**ALLIANCE OF NON-TRADITIONAL STUDENTS (ANTS)**) at University of Las Vegas Nevada (UNLV)

**ARTICLE II - PURPOSE**

The purpose of the (*ALLIANCE OF NON-TRADITIONAL STUDENTS*) at University of Las Vegas Nevada is to focus on the Nontraditional Student Populations Network activities is to identify how effective orientation programs helps nontraditional students optimize their first term, first year experience and throughout their return to college life. Issues addressed range from the "transition to campus process" to the identification of effective student's service delivery methods for this student audience. Participants gain practical information and resource materials on how to create, implement, and maintain events that serve adult learners effectively. Members invited to attend and support in presenting sessions on adult learner topics on campus, off campus and national conferences.

**ARTICLE III – COMPLIANCE**

The (*ALLIANCE OF NON-TRADITIONAL STUDENTS*) at University of Las Vegas Nevada is a "registered" student organization at University of Las Vegas Nevada and agrees to adhere to all local, state & federal regulations, university policies and Student Life Office procedures as set forth in the *UNLV Registered Student Organization & Advisor Handbook*.

The (*ALLIANCE OF NON-TRADITIONAL STUDENTS*) at University of Las Vegas Nevada may establish Standing Rules to govern administrative and procedural matters (such as time and location of meetings, etc.). Standing Rules shall not conflict with these Constitution & bylaws. Standing Rules may be adopted, amended, or temporarily suspended by a majority vote present at an student organization meeting where a quorum is present (advance notice is not required).

The rules contained in the most recent version of Robert's Rules of Order. Newly Revised shall be the parliamentary authority for the (*ALLIANCE OF NON-TRADITIONAL STUDENTS*) at University of Las Vegas Nevada student organization and shall govern in all cases to which they are applicable and in which they are not inconsistent with these bylaws and any special rules of order the organization may adopt.

## ARTICLE IV - MEMBERSHIP

Membership in the (*ALLIANCE OF NON-TRADITIONAL STUDENTS*) at *University of Las Vegas Nevada* shall be open to those regularly enrolled and/or Alumni of University of Las Vegas Nevada.

The (*ALLIANCE OF NON-TRADITIONAL STUDENTS*) at *University of Las Vegas Nevada* shall have “Associated members” who are non-UNLV students or faculty who do not meet the above criteria. “Associated” members shall have all membership privileges except for the right to vote or hold executive office. By University of Las Vegas Nevada policy, no more than 20 % of the membership shall be individuals who are not UNLV students (e.g., community members, students at other colleges, etc.).

*(University of Las Vegas Nevada requires this “Non-Discriminatory Statement” be included verbatim; except that social fraternities and sororities that are permit by Federal law to select members by gender.* Eligibility for membership or appointed or elected student officer positions may not be limited on the basis of race, religion, national origin, ethnicity, color, age, gender, gender identity, marital status, citizenship, sexual orientation, or disability. The organization shall have no rules or policies that discriminate based on race, religion, national origin, ethnicity, color, age, gender, gender identity, marital status, citizenship, sexual orientation, or disability).

## ARTICLE V      EXECUTIVE OFFICERS

The Executive Officers of the (*ALLIANCE OF NON-TRADITIONAL STUDENTS*) at *University of Las Vegas Nevada* shall be the *Officers*.

### **Powers and Duties of Executive Officers:**

The President shall serve as the Chief Executive Officer of the organization, shall preside at all meetings of the organization and shall prepare the agenda for meetings. The President shall be the official spokesperson of the organization, representing the policies, views, and opinions of the organization in its relations with the campus and community at large. The President shall appoint all committees and committee chairs. The President shall be an ex officio member of all committees. The President shall have such further powers and duties as may be prescribed by the organization.

The Vice President shall preside at organization meetings in the absence of the President. The Vice President shall perform all legal duties assigned by the President. The Vice President shall assume the office of President if the office becomes vacant.

The Treasurer shall handle all financial affairs and budgeting of the organization, maintain all necessary accounting records, and prepare monthly financial reports for the membership then turn over to the Executive Board and said records shall be maintained in accordance with generally

accepted accounting principles. The Treasurer shall collect and deposit all dues and fees. The Treasurer shall maintain bank accounts in the organization's name, requiring signatures of both the Treasurer and President for authorized disbursements.

The Secretary shall take minutes at all meetings of the organization, keep these on file, and submit required copies to all organization members. The Secretary shall be responsible for all organization correspondence and shall keep copies thereof on file. The Secretary shall maintain membership records for the organization.

Qualifications necessary to hold office as a member of the (***ALLIANCE OF NON-TRADITIONAL STUDENTS***) at ***University of Las Vegas Nevada*** are as follows: at University of Las Vegas Nevada RSO policies require that to be "eligible" to hold executive office, candidates must be in good academic, good disciplinary standing and be enrolled students at University of Las Vegas Nevada. \*Exception with no more than two semester not enrolled in classes. (\* summer classes excluded) University of Las Vegas Nevada RSO policies require that ALL of the Executive Officers maintain a minimum overall 2.0 cumulative grade point average or higher each term and must be in be in good academic and disciplinary standing with the university.

## **ARTICLE VI      SELECTION OF OFFICERS**

The **Elected Officers** are elected *annually* . Elections are held *annually during a Fall Semester* and shall take place at a regularly scheduled meeting of the student organization at which a quorum is present. At least one week's notice shall be provided for any meeting at which an election is to be held.

Nominations for Executive Officers shall be made at the regular meeting immediately preceding the elections. Nominations may also be made from the floor immediately prior to the election for each office. Members may nominate themselves for an office.

The Executive Officers of (***ALLIANCE OF NON-TRADITIONAL STUDENTS***) at ***University of Las Vegas Nevada*** shall be nominated and elected in this order: *Starting with the President*

Executive Officers shall be elected by majority vote. If no candidate receives a majority vote, a runoff election shall be held between the two candidates receiving the highest number of votes. In the event of a tie, there shall be a revote. If the result of the revote is still a tie, the election shall be decided by the flip of a coin. If no candidate then present officer shall remain in office until said candidates are available.

Votes shall be cast by secret ballot; however, when there is only one candidate for an office, a motion may be made to elect the candidate by acclamation.

The President or Executive Committee shall appoint the following Executive Officers. Executive Officers shall assume office on annual basis and shall serve for length of term for no more than 4 years. Executive Officers may be recalled or removed from office for cause. To initiate a recall election or removal from office, a petition signed by two-third vote to be submitted at a regular meeting and a review for grounds for recall vote or removal from office

shall be taken at the next regular meeting. The Executive Officer subject to recall or removal shall be given written notice of the grounds for recall or removal at least 72 hours prior to the meeting at which the recall or removal vote will be held and shall be given an opportunity to provide a verbal or written defense. A two-thirds vote is required to remove an Executive Officer.

If the position of President becomes vacant as the result of resignation, ineligibility, or recall, the Vice President shall assume the office of President. Vacancies in any other elected office shall be filled by an election held at the next regular meeting where the vacancy was announced. Nominations may be made at the meeting where the vacancy is announced, and nominations may be made from the floor at the time of the election. The President may appoint an interim officer to fill the vacancy until the election is held.

## **ARTICLE VII      MEETINGS**

Regular meetings shall be scheduled during the academic year.

The Advisor, President or a majority of the Executive Committee, may call special meetings. All student members must be given a minimum of 24 hour's notice prior to the meeting time.

Business cannot be conducted unless a quorum of the student membership is present. A quorum for the *(ALLIANCE OF NON-TRADITIONAL STUDENTS) at University of Las Vegas Nevada* organization is defined as a majority of the voting membership. Student Members must be present to vote. Absentee or proxy voting is not permitted.

## **ARTICLE VIII ADVISOR(S)**

The *(ALLIANCE OF NON-TRADITIONAL STUDENTS) at University of Las Vegas Nevada* shall appoint an individual(s) employed as a UNLV faculty or staff member by University of Las Vegas Nevada to serve as the university advisor(s) to the *(ALLIANCE OF NON-TRADITIONAL STUDENTS) at University of Las Vegas Nevada* as required by University of Las Vegas Nevada. UNLV faculty, staff, and Graduate Student Assistants are eligible to serve as UNLV Faculty/Staff advisors. The advisor(s) shall fulfill the responsibilities specified in the *UNLV Registered Student Organizations & Advisors Handbook*. Advisors shall serve on a one year academic basis or until their successor has been selected.

***(The (ALLIANCE OF NON-TRADITIONAL STUDENTS) at University of Las Vegas Nevada shall establish guidelines and criteria for termination of an UNLV Advisor(s)).***

## **ARTICLE IX EXECUTIVE COMMITTEE**

The Executive Committee shall consist of the elected and appointed officers, with the advisor(s) serving as non-voting member(s).

The Executive Committee shall meet as determined during the academic year. The President or a majority of the Executive Committee may call special meetings. All student members must be given 24 hours' notice of the meeting. A quorum shall consist of a majority of the Executive Committee members.

The Executive Committee shall have general supervision of the affairs of the (*ALLIANCE OF NON-TRADITIONAL STUDENTS*) at *University of Las Vegas Nevada* between meetings and is authorized to take action when action must be taken prior to the next meeting. The Executive Committee shall report to the student membership all actions taken between meetings.

## ARTICLE X STANDING AND SPECIAL COMMITTEES

The (*ALLIANCE OF NON-TRADITIONAL STUDENTS*) at *University of Las Vegas Nevada* shall have the following standing committees: [List all standing committees, such as Membership, Fund Raising, Program, Social, Bylaws, Nominations, Finance, Public Relations, etc.]

The duties of each of Standing or Special Committees are as the following examples:

*Special events, Marketing, Fundraising, and recruitment for membership*

The President shall have the authority to establish Special Committees as may be necessary from time to time to carry out the work of the (*ALLIANCE OF NON-TRADITIONAL STUDENTS*) at *University of Las Vegas Nevada*. The President shall appoint the chairpersons and members of all Special Committees.

## ARTICLE XI DISCIPLINARY PROCEDURES OF MEMBERS

When a student member believes that another student member in the (*ALLIANCE OF NON-TRADITIONAL STUDENTS*) at *University of Las Vegas Nevada* has engaged in conduct that is detrimental to the organization, a written charge may be filed with the Executive Committee, . The Executive Committee shall review the charges and may conduct a preliminary investigation if deemed appropriate. If the preliminary investigation concludes that misconduct appears to have occurred, the Executive Committee, shall conduct a hearing on the matter. The member alleged to have engaged in the misconduct shall be given at least 72 hours' notice of the hearing and be given an opportunity to present a defense. By a majority vote, the *Executive Committee*, shall determine whether misconduct occurred. If it determines that misconduct did occur, *Executive Committee*, shall prepare a report to the student membership of its findings and recommended sanctions, which may include expulsion, suspension, or lesser sanction(s) including, but not limited to, a reprimand, removal from office, a fine or corrective remedies.

The student membership shall review the hearing report in executive session, and the student member accused of misconduct shall have an opportunity to rebut the information in the report. After providing a statement to the student membership, the student member accused of misconduct shall leave the room for the remainder of the deliberations.

The student membership shall vote first, on whether the member has engaged in misconduct. If by a two-thirds vote, the student membership determines that misconduct has occurred, the student membership shall then by a two-thirds vote, determine appropriate sanction(s). The accused student member shall be immediately notified of the outcome.

By a two-thirds vote, the student membership may reinstate a student member who has been suspended or expelled.

## **ARTICLE XII** **AMENDMENTS**

Proposed amendments to these Constitution & bylaws shall be presented to the student membership, in writing, one meeting prior to the meeting where the amendment(s) will be voted. The Executive Committee and/or Bylaws Committee shall review and make recommendations on all bylaw revisions prior to consideration by the membership.)

Constitution & Bylaw amendments require approval by two-thirds of the voting members present at a regular meeting. The amendment shall be effective immediately unless otherwise stipulated in the amendment.

A copy of any amendments to the *(ALLIANCE OF NON-TRADITIONAL STUDENTS) at University of Las Vegas Nevada* Constitution & bylaws must be submitted to the RSO Office at University of Las Vegas Nevada within two weeks after adoption.

## **ARTICLE XIII** **Dissolution and Distribution of Assets**

A 2/3 vote of the Student Committee shall be required to dissolve Alliance of Non-traditional Students, Inc. Upon dissolution of Alliance of Non-traditional Students, Inc., any assets remain after payment of or provision for its debts and liabilities shall, consistent with the purposes of Alliance of Non-traditional Students, Inc., be distributed to a 501(c) (3) organization. No part of the net assets or net earnings of Alliance of Non-traditional Students, Inc. shall inure to the benefit of or be paid or distributed to any member of the Student Committee of Alliance of Non-traditional Students, Inc.

**The (ALLIANCE OF NON-TRADITIONAL STUDENTS) at University of Las Vegas Nevada Constitution & bylaws were adopted on 14th day of December 2014.**

**Accepted by:**

*Paul Land*, President of Alliance of Non-Traditional Student

*Teresina Mahoney*, Development Chair