

# **Constitution of Mu Beta Lambda Minority Business Fraternity**

## *Preamble*

Mu Beta Lambda was founded on the principle that all demographics of a college campus must utilize the resources given to develop the skills that make up professionalism, and teamwork in a business setting. There is a lack of this training to, but not exclusively, underrepresented populations on college campuses. Mu Beta Lambda fills this void by offering this training to those, on college campuses who can see the value in it, and it is supplied in an environment where students can relate and feel comfortable to truly develop.

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## **ARTICLE I – Name**

The name of the fraternity will be Mu Beta Lambda Minority Business Fraternity

## **ARTICLE II – Membership**

### A. Statement of Non-Discrimination:

“Participation in Mu Beta Lambda Minority Business Fraternity must be without regard to arbitrary consideration of such characteristics as age, color, disability, ethnicity, gender, marital status, national origin, race, religion, sexual orientation, or veteran status.”

Membership into Mu Beta Lambda Minority Business Fraternity is open to all Indiana University-Bloomington students. Students are considered members once they have completed the intake program and paid their yearly dues. The intake process will occur each semester.

### B. Membership Requirements:

- Must have a minimum cumulative GPA of a 2.7 or higher for consideration if not a freshman
- Must maintain a cumulative GPA of a 2.7 or higher to remain an active member
- Adhere to the rules and regulations and policies contained herein the constitution and of Mu Beta Lambda
- Participate in at least one community service project per semester in the Indiana University and Bloomington communities
- Participate actively in all Mu Beta Lambda events
- Not miss more than three meetings per semester( two excused, one unexcused)
- Have paid all required dues and assessments

## **ARTICLE III- Levels of Activity**

A. An ACTIVE status in Mu Beta Lambda is considered to be a member in good academic and financial standing with Mu Beta Lambda

## **ARTICLE IV- University Compliance**

A. This organization shall comply with all Indiana University regulations, and local, state and federal laws.

## **ARTICLE V- Officers**

Officers and their duties include:

The President who:

1. Presides over general meetings
2. Presides over executive council meetings
3. Calls extraordinary meetings
4. Acts as general representative for the organization
5. Acts as liaison with the Kelley School of Business and The Kelley Office of Diversity Initiatives and organizations on and off campus
6. Consults with all officers on Mu Beta Lambda business, including funding
7. Approves all grant applications and proposals before submission to external units

The Vice President who:

1. Oversees all committee activity.
2. Presides over all meetings in President's absence
3. Reads committee notes and reports to president
4. Consults with Treasurer and President concerning financial accounts

The Secretary who:

1. Records and recalls the minutes of all general and executive council meetings

2. Works with the membership committee to coordinate and manage website, Facebook, Twitter, and other electronic resources
3. Arranges or consults on accommodations for all functions
4. Is in charge of general correspondence
5. Coordinates with Historian and Advisor to preserve official organizational records

The Treasurer who:

1. Is responsible for all financial transactions and their recording
2. Is in charge of all budgetary and financial correspondence
3. Coordinates the finances of all fundraising activities

The Historian who:

1. Records and keeps a scrapbook of all MBL activities
2. Acts as a liaison with all media
3. Writes a summary of each event after it occurs
4. Ensures that official records and ephemera from the organization are deposited with University Archives

Director of Academics who:

1. Coordinates the academic planning for members
2. Plans business course exam review sessions
3. Coordinates all tutoring
4. Makes sure MBL meets its academic goals

Director of Membership who:

1. Makes sure all members are in good standing
2. Makes sure all members have paid their dues
3. Plans the Informational
4. Oversees the all outreach avenues
5. Maintains contact with alumni
6. Works with the Intake Committee on all Intake activities

Director of Career Development who:

1. Plans the events involving career development
2. Makes sure all members have met their professionalism goals
3. Seeks out opportunities for MBL members to network with companies

Director of Corporate Outreach

1. Communicates with the Kelley UCSO to reach corporate sponsors and contacts
2. Responsible for coordination of interactions with companies on campus
3. Seeks and informs Mu Beta Lambda members and officers of corporate opportunities
4. Works in conjunction with the VP of Career Development

Kelley Student Government Representative:

1. Attends all Kelley Student Government Meetings
2. Acts as the liaison between Kelley Student Government and the organization

Webmaster:

1. Manages the online presence of MBL
2. Responsible for updating all online media
3. Reports all online communication to MBL members and officers

## **ARTICLE VI- Chairs**

The Event Chair who:

1. Oversees Event Committee
2. Determines, plans, and coordinates events in consultation with other officers of the organization
3. Works with Event Committee to reserve locations for events to be held

4. Maintains correspondence with organizations and cultural centers to plan events

The Fundraising Chair who:

1. Oversees Fundraising Committee
2. Writes grants and proposals for funding in partnership with the President and other interested officers
3. Plans fundraising activities for Mu Beta Lambda
4. Works with Treasurer to record funds gained

The Marketing Chair who:

1. Promotes events via all available publicity outlets
2. Maintains correspondence with organizations and cultural centers to promote events
3. Promotes organization via newsletters and other publications

Philanthropy Chair who:

1. Plans and facilitates philanthropic activities
2. Corresponds with service organizations and keeps Mu Beta Lambda informed of service opportunities on campus and in the Bloomington community

Intake Leader who:

1. Oversees the Intake Committee
2. Collaborates with the Director of Membership on intake activities
3. Responsible for preparing pledges for initiation into the fraternity
4. Oversees all community service projects and activities pledges participate in
5. Presides over all intake meetings
6. Must follow the intake process outline

Social Chair who:

1. Organizes all kinship activities
2. Works with other organizations on campus to plan joint social activities

#### **ARTICLE VII- Chapter Advisors**

Chapter advisor must:

- A. Attend 2/3 of Mu Beta Lambda Events and Affairs
- B. Attend 2/3 of the meetings of Mu Beta Lambda, both regular and emergency meetings.
- C. She/he shall not vote or pay dues
- D. Shall have name on all financial accounts
- E. Sign on financial accounts

#### **ARTICLE VIII- Executive Council Meetings**

The executive council consists of the officers listed above and committee chairs and the requirements of their meetings are as follows:

1. Meetings are once or twice a month, as agreed to by the council at the previous meeting
2. Five Officers present constitutes a quorum; without one, the president arranges an extraordinary meeting
3. Meetings are open to all Mu Beta Lambda members, but only the officers vote
4. Special elections, in case of vacancies in officer positions, are called during general meetings

#### **ARTICLE IX – General Meetings**

- A. The executive council will meet several times a month, or as many times as needed.

#### **ARTICLE X- Elections**

The provisions for elections are as follows (after inaugural year):

1. Normally, elections will be held at the end of the Spring semester for the executive positions and the committee chairs, though some positions may need to be filled after the Fall call-out meeting.
2. The election committee will be made up of one volunteer from each committee who is not running for office. Each committee will put forward its election committee officer. Candidates for office cannot be on the election committee.
3. Candidates for office are proposed by self-nomination and will provide a short profile to the membership committee before elections take place.
4. Active members present at the election meeting are eligible to vote or may submit an electronic vote on or before the election meeting if they cannot attend the election meeting.
5. Two finalists for office are chosen by a run-off in a simple majority, and then a final election between the finalists is decided by a simple majority vote.
6. In event of a tie, the election committee decides by a simple majority vote.  
Impeachment charges are brought by a 2/3 vote of a general meeting body. A special meeting is called by a majority vote of the executive council

### **ARTICLE XI- Impeachment**

- A. All elected officers may be subject to impeachment consistent with violation of any article of the Mu Beta Lambda Constitution.
- B. Any active member may bring an officer of the Executive Board up for impeachment with Due Cause. The alleged violations must be presented in writing to the President before it is publicized at general meetings and appear on the established agenda.
- C. All chapter members will be notified in writing of the alleged charges, the Executive Board member accused, and the date and time of the complaint.

### **ARTICLE XII - Statement of University Compliance**

- A. This organization shall comply with all Indiana University regulations, and local, state and federal laws.

### **ARTICLE XIII: Anti-Hazing Policy**

- A. Hazing is strictly prohibited. Hazing shall be defined as any conduct which subjects another person, whether physically, mentally, emotionally, or psychologically to anything that may abuse, endanger, degrade, or intimidate the person as a condition of association with a group or organization, regardless of the person's consent or lack of consent.

### **ARTICLE XIV- Discipline/ Suspension**

- A. It shall be the responsibility of the President to inform individuals of possible disciplinary action at least one (1) week in advance.
- B. Any officer or member suspended or expelled by Mu Beta Lambda may be reinstated at any time thereafter by a two-thirds (2/3) majority vote by the membership. Reactivated members will have to complete reactivation procedures stated in Article XVII

### **ARTICLE XV- Finances**

- A. Dues will be due every (2) semesters depending on which semester the member joined
- B. Dues will be held in then deposited into the SOA account
- C. All funds received will be deposited and held in the SOA account

### **ARTICLE XVI- Personal Gain Clause**

- A. This organization, if raising funds, shall ethically raise and distribute profits from organizational functions to either the organization or to members who provide a service that directly benefits the

organization. Individual members may not receive compensation from for-profit companies if acting as a representative of a student organization.

**ARTICLE XVI- Amendment**

A. All amendments must be proposed by 20% of all voting members. Passage of amendments requires 2/3 vote of voting members presents and previous notification of one meeting. Quorum must be met to make additional amendments.

**ARTICLE XVIII- Ratification**

A. This constitution will be passed by a 2/3 vote of members present.

**ARTICLE XXIV- Programs Involving Children**

This organization, when working with children will be aware of and abide by the University's Programs Involving Children (PIC) Policy.