

# **Indiana Senior Classical League Constitution & Bylaws**

*Adopted March 11, 2017*

# Constitution

## Article I. General Provisions.

**Section 1. Name.** The name of this organization shall be the Indiana Senior Classical League, hereafter referred to as the ISCL.

**Section 2. Purpose.** The objectives of this organization shall be to enhance and promote the appreciation of the classics and classical scholarship in post-secondary education, to assist and support the Indiana Junior Classical League (hereafter, the IJCL), and to fulfill all otherwise related interests of the membership of the ISCL.

**2.1. Representative delegate to IJCL Executive Board.** The ISCL is eligible for two votes on all voting matters at meetings of the IJCL Executive Board. The Advisor must be present to be eligible for one vote, and the ISCL President, or a designated substitute officer, must be present for the other vote.

**Section 3. Governance.** The ISCL shall be an affiliate organization of the IJCL. The ISCL shall be associated with the National Senior Classical League, hereinafter referred to as the NSCL, by charter. No provisions of this Constitution or its Bylaws shall be construed so as to conflict with the Constitution, Bylaws, or Acts of the IJCL, ISCL or NSCL.

The rules contained in the current edition of Robert's Rules of Order, Newly Revised shall govern the ISCL in all cases to which they are applicable.

**Section 4. Creed.** The creed of the SCL shall be... "We, the members of the Indiana Senior Classical League, covenant to hand on the torch of classical civilization in the modern world. We believe an acquaintance with the civilizations of Greece and Rome will help us understand and appraise this world of today, which is indebted to ancient civilization in its government and laws, literature, language, and arts. We affirm the SCL experience develops responsibility, fosters brotherhood, promotes enthusiasm, encourages competition, inspires dedication, and enriches our total growth."

**Section 5. Meetings.** Meetings of the general membership are those meetings that have been announced to all members prior to the gathering. The annual business meeting shall be held at the same time and place as the IJCL State Convention. All members present shall constitute a quorum.

**Section 6. Committees.** Committees may be appointed by the general membership or by the President. Committee chairs may be selected by the committee or appointed by the President. Committees may plan and discuss activities and designated business. They shall also make a report to the President or to the general membership.

**Section 7. Unplanned Meetings.** The ISCL Executive Board has the authority to conduct business of the organization during the time between meetings of the ISCL Executive Board. Meetings of the officers may be called at any time by the President.

## **Article II. Membership.**

**Section 1.** Membership of this organization shall be open to second semester high school seniors and those who have graduated from high school. This includes, but is not limited to college students, professional school students, and those other high school graduates attending school, living in Indiana or who have graduated from an Indiana high school who wish to maintain membership in the ISCL in order to promote its objectives. If said individual pays membership dues to the current ISCL treasurer, they shall become an official member of the ISCL.

**Section 2. Types of Membership.** There shall be two types of memberships in the ISCL, which shall be called regular and associate membership. Regular and associate memberships shall be held from the point of payment of dues for that type of membership, until the time that eligibility for that type of membership has expired. The Bylaws of the ISCL shall prescribe dues for regular and associate membership.

**2.1. Regular Membership.** Secondary school graduates shall be eligible for regular membership until the opening of the assembly at the fifth annual meeting after their graduation. Graduating seniors may join at the annual meeting of the SCL chapter in the year of their graduation or at the first IJCL Convention following their graduation. To be a member of the ISCL in good standing, one must also be a member of the NSCL. The NSCL dues are prescribed in the NSCL Constitution and Bylaws.

**2.1.1. High School Seniors.** SCL members attending the IJCL convention in their final year of high school shall be governed primarily by the rules for IJCL delegates, and must first and foremost meet their IJCL obligations before participating in ISCL activities. The rights of regular members are described in the ISCL Constitution and these Bylaws. These members are considered full ISCL members upon the close of the NJCL convention.

**2.2. Associate Membership.** Secondary school graduates shall be eligible for associate membership from the opening of the assembly at the fifth annual meeting following their graduation from high school until the closing of the ninth annual meeting following their graduation from high school. Associate members possess all the rights of regular members, including the eligibility to vote, except eligibility to hold SCL office.

# Bylaws

## Article I. Officers.

**Section 1. Officers.** The ISCL officers shall be a President, Vice President, Secretary, Treasurer, Parliamentarian, and Historian elected by the membership at the annual meeting. These officers shall constitute the ISCL Executive Board.

**1.1. President.** The duties of the President shall be as follows:

- 1.1.1. Chair the meetings of the membership and the Executive Board;
- 1.1.2. Convene the membership, the Executive Board, or any committee, with cause;
- 1.1.3. Coordinate membership promotion and alumni relations with the Historian;
- 1.1.4. Create and appoint any necessary committee;
- 1.1.5. Delegate responsibility for which exercise is not otherwise provided;
- 1.1.6. Assist new state and provincial chapters in organizing and granting temporary charters to such chapters as needed;
- 1.1.7. Have jurisdiction over the ISCL reception at the IJCL Convention;
- 1.1.8. Coordinate and oversee the duties of the Executive Board;
- 1.1.9. Represent the ISCL along with the Advisor on the IJCL Executive Board; and,
- 1.1.10. Attend the Overnight Board Meeting of the IJCL Executive Board.

**1.2. Vice President.** The duties of the Vice-president shall be as follows:

- 1.2.1. Assume the Presidency in the event of permanent vacancy of the position;
- 1.2.2. Perform the duties of the President in the event of the President's absence or temporary inability to serve;
- 1.2.3. Assist the President; and,
- 1.2.4. Be available to provide assistance, as needed, for other unassigned activities.

**1.3. Secretary.** The duties of the Secretary shall be as follows:

- 1.3.1. Carefully record all proceedings of the membership or the Executive Board, and circulate these minutes to each officer and the Advisor after the meeting;
- 1.3.2. Maintain any business records or other official documents in good order;
- 1.3.3. Maintain, in conjunction with the Treasurer, the roll of members and alumni;
- 1.3.4. Make the roll of members and other official documents available to the officers, updating these documents when necessary;
- 1.3.5. Manage communications between the Executive Board and the membership;
- 1.3.6. Act as administrator for any ISCL email lists; and,

1.3.7. Make any document or record available to any member upon request.

**1.4. Treasurer.** The duties of the Treasurer shall be as follows:

- 1.4.1. Collect any dues or fees or any routine debt owed to the organization;
- 1.4.2. Work with the Advisor to transfer any income;
- 1.4.3. Disburse funds as appropriated by the Executive Board or the Advisor;
- 1.4.4. Maintain, in coordination with the Advisor, accurate record keeping of the ISCL treasury;
- 1.4.5. Maintain, in conjunction with the Secretary, the roll of members and alumni;
- 1.4.6. Publish a financial report in each newsletter; and,
- 1.4.7. Recommend budgets when needed to the President and Advisor for approval.

**1.5. Parliamentarian.** The duties of the Parliamentarian shall be as follows:

- 1.5.1. Administer the election of officers and the voting on amendments to the Constitution or these Bylaws;
- 1.5.2. Advise any officer or other member on matter of procedure;
- 1.5.3. Help the President maintain order at meetings;
- 1.5.4. Assist the Academic Chair and Technology Chair with Academic Testing responsibilities at the state convention of the IJCL;
- 1.5.5. Submit amendments to the constitution and bylaws as recommended by the Executive Board; and,
- 1.5.6. Attend the Overnight Board Meeting of the IJCL Executive Board.

**1.6. Historian.** The duties of the Historian shall be as follows:

- 1.7.1. Prepare an ongoing historical record of the official ISCL history;
- 1.7.2. Produce promotional materials and coordinate membership promotion and alumni relations with the President;
- 1.7.3. Maintain the official online presence of the ISCL.

## **Article II. Elections.**

**Section 1. Candidate Eligibility.** Any member of the Indiana Senior Classical League whose primary membership would not expire prior to end of the term of office is eligible for any office or chair.

**Section 1.1. Eligibility Restrictions.**

- 1.1.1. The Treasurer may not succeed themselves in their own office.
- 1.1.2. The President, Vice President, and Parliamentarian shall have attended

at least one annual business meeting (during the IJCL State Convention) as an ISCL member (including having joined during the senior year of high school) prior to the annual meeting at which they are elected.

- 1.1.3. In order to file candidacy for an ISCL office, members must be present at the annual business meeting at the IJCL state convention.

**Section 2. Term of Office.** The normal term for any officer to hold office shall be from the Friday following the IJCL state convention to the Friday following the next year's IJCL state convention. The term of appointment of any chair is determined by the President.

**Section 3. Nominations.** Candidates for elected office shall be nominated at the final ISCL meeting during the IJCL convention. Any member may nominate an eligible member for office. Candidates so nominated may speak on their own behalf for a time determined by the President, Parliamentarian, or Advisor.

#### **Section 4. Election Procedure.**

**4.1 Time of Elections.** The election of officers shall occur at the assembly of the annual meeting. Election of each office shall occur in the order in which the offices are listed in this Constitution, with the winners being announced before the election of the next office begins.

**4.2 Discussion.** Any member may discuss or question any candidate. Candidates may remain present in the meeting throughout the election.

**4.3 Unsuccessful Candidates.** An unsuccessful candidate may choose to run for any other office at the election. There shall be no limit to the number of offices for which a nominated candidate may run. Candidates so nominated may speak on their own behalf for a time determined by the President, Parliamentarian, or Advisor.

**4.4 Voter Eligibility.** A registered delegate in attendance shall be eligible to vote. The Parliamentarian shall note members who have completed registration and keep a list of eligible voters.

**4.5 Voting.** Eligible members shall vote by ranked secret ballot. There will be no absentee voting. The President, Parliamentarian, and ISCL Advisor shall count the ballots according to the instant run-off procedure prescribed by the parliamentary manual adopted by the NSCL. If the President or Parliamentarian is a candidate, then the three shall jointly appoint an impartial teller.

**4.6 No Election.** Should the first ballot for an office fail to produce a winner, the members of the outgoing Executive Board, not running for the office in question, shall decide among the top two candidates (or among all candidates tied for first), by secret ballot. A majority of those voting shall be required for election. If this procedure again fails to produce a winner, the election shall be decided by random draw.

**4.7 Uncontested Elections.** If no member objects, uncontested elections may be voted on by acclamation.

**4.8 State of Emergency.** If no candidate for an office can be found, a state of emergency for that office may be declared by the Parliamentarian. A member in their secondary membership may then run for the declared office. A member who served as Treasurer still may not succeed themselves.

**4.9 Vacancies.** If an officer is impeached or in the case of resignation, the ISCL Executive Board shall appoint a qualified member to assume the vacant position.

4.9.1. A vacancy in the office of President shall be filled by the Vice-president.

4.9.2. Vacancies in offices other than that of the President shall be filled by appointment of the President with the consent of the Executive Board and Advisor.

#### **4.10. Removal.**

4.10.1 An officer may be removed by a two-thirds vote of the ISCL Executive Board, an agreement between the ISCL Advisor and ISCL President, or an agreement of the IJCL Co-Chair(s) and the ISCL Advisor.

4.10.2. All officers and committee chairs are required to perform their duties. Failure to do so is grounds for impeachment. For the offices of President and Parliamentarian, failure to register for the annual meeting shall constitute automatic removal from office.

4.10.3. Impeachment. For officers, impeachment results in termination of office. Penalties for gross misconduct or abuse of power shall be dealt with on a case-by-case basis as deemed fit by the President, Advisor, and IJCL Co-Chair(s), unless the President is the one being impeached.

### **Section 5. Amendments**

**5.1. Origin of Amendments.** Any member of this organization may propose an amendment to this Constitution by submitting such to the ISCL President, the ISCL Parliamentarian, and the ISCL Advisor. Furtherance of a proposed amendment requires approval by the IJCL Executive Board in a manner in accordance with the Constitution and Bylaws of the ISCL.

**5.2. Amendment Procedure.** A proposed amendment to this Constitution shall be considered at the first annual meeting held following final approval by the ISCL Executive Board. The procedure shall be as follows:

- 5.2.1. The ISCL Parliamentarian shall give notice of the proposed amendment no later than the first assembly of the annual meeting at which the amendment is to be considered.
- 5.2.2. The ISCL Executive Board shall report to the membership the possible effect of the amendment and may recommend whether the proposed amendment ought to be ratified.
- 5.2.3. The membership shall debate the proposed amendment at the assembly of the annual meeting.
- 5.2.4. Voting shall take place during the assembly of the annual meeting, unless postponed by the Executive Board or the membership.
- 5.2.5. A two-thirds vote of the members present and voting shall be required for passage of a proposed amendment.

## **Dues**

### **Section 1. Dues and Convention Registration.**

**Section 1.1. Dues.** The dues for the Indiana Senior Classical League regular membership are \$4.00 for four years. Dues are \$4.00 for a four year period of associate membership.

**Section 1.2. Convention Registration.** The registration for ISCL members attending IJCL state convention shall be \$2.00. The registration fee shall be deducted from the IJCL Convention registration reimbursement provided by IJCL.