Preamble

We, the representatives of the Honors College Student Council, in order to establish an effective means for self-governance and to demonstrate commitment to our mission, hereby establish this Charter for the Honors College Student Council at Virginia Polytechnic Institute and State University.

Article I - Name

The name of this organization shall be the Virginia Tech Honors College Student Council, henceforth referred to as HCSC.

Article II – Mission

The Honors College Student Council serves as an advisory group to the Dean of the Honors College and is representative of the greater Honors College student body. The council seeks to foster productive relationships between the Honors College, academic colleges, and the greater university to optimize students’ opportunities to pursue their passions and explore their educations.

Article III – Membership

Section 1 – Membership Structure: HCSC shall be composed of one representative from each academic college, one representative from the Corps of Cadets, and one representative for non-Honors-housing students. Members may not hold more than one position.

Section 2 - Definitions: The definitions for each representative position are as follows:

I. An academic college representative shall be defined as an undergraduate enrolled in the academic college that they represent. Representatives must remain in good standing in Honors, as outlined by the Honors College Honors Laureate diploma system. The academic colleges represented by HCSC are as follows:
   a. College of Agriculture and Life Sciences
   b. College of Architecture and Urban Studies
c. Pamplin College of Business

d. College of Engineering

e. College of Liberal Arts and Human Sciences

f. College of Natural Resources and Environment

g. College of Science

II. A Corps of Cadets representative shall be defined as an undergraduate that is currently an active member of the Corps of Cadets. The representative must remain in good standing in the Corps of Cadets and in Honors, as outlined by the Honors Laureate diploma system.

III. A non-Honors-housing representative shall be defined as an undergraduate who does not reside in any Honors housing community. The representative must remain in good standing in Honors, as outlined by the Honors Laureate diploma system.

Section 3 - Representative appointment: A call for nominations will open on the first full academic week day of March. Nominations will be open for one business week. All HCSC representatives will be appointed by the Dean of the Honors College.

   I. To nominate oneself, a student must be on the Blacksburg campus for the fall semester.

Section 4 - Representative Terms: All HCSC representatives serve a term of one year. Representatives will assume their positions beginning the day after Virginia Tech’s Spring Commencement. In circumstances where a member needs to be replaced during their term, HCSC shall follow the procedure outlined in Article III, Section 7.

Section 5 – Representative Responsibilities: Council representatives are voting members of the HCSC. If a representative is not the Presiding Member, they are required to serve on a committee. Members of the HCSC must attend all regularly scheduled meetings. Foreseeing a necessary absence, a member of the HCSC must inform the Presiding Member and the Dean of the Honors College. If the absent member is a committee chair, then they shall send a written update of their committee activities to the Presiding Member no later than three business days before HCSC meetings.

Section 6 – Representative Removal: Representatives may be removed from office if they: 1) are not in good standing with the Honors College; 2) a majority (six of nine) of representatives vote for removal, or 3) administrative removal.

Section 7 - Representative Replacement: In the case that a representative must be replaced, the procedure to fill the position is as follows:

   I. Removal: In the case of a representative being removed from their position as
outlined in Article III, Section 6, the vacancy will be filled at the discretion of the HCSC. The final appointment will be approved by the Dean of the Honors College.

II. *Resignation:* In the case that a representative resigns from their position due to extenuating circumstances, the vacancy will be filled following an appointment made at the discretion of the HCSC. The resigning member shall provide a recommendation for their successor. The appointment will be approved by the Dean of the Honors College.

III. *Fall Graduation or Spring Semester Away:* In the event that a representative graduates in December or is spending the spring semester away from the Blacksburg campus for academic or professional reasons, an appointment to their position must be made two weeks prior to the final HCSC meeting of the fall semester. The leaving member shall provide a recommendation for their successor. The final appointment will be approved by the Dean of the Honors College.

Section 8 - Representative Vacancy: In the case that a representative’s seat is vacant at the beginning of the semester, the procedure to fill the position is as follows:

I. *Nomination:* To fill a college representative’s seat, a notice of vacancy will be sent out via email to the Honors College students in the respective college. They will be notified that the position is available again for a brief time (~1-2 weeks), and they may nominate themselves for the position. The final appointment will be approved by the Dean of the Honors College. The new representative will be notified of their acceptance by the Dean of the Honors College, and will be expected to be present at all remaining Honors College Student Council Meetings.

Article IV – Officers

Section 1 – Structure: HCSC shall have two committee chairs and one Presiding Member.

Section 2 – Appointment: All members of the HCSC are eligible to serve as either the Presiding Member or as a committee chair

I. *Presiding Member:* The duties of the Presiding Member include, but are not limited to, presiding over committees and relaying pertinent information from Honors faculty and staff to HCSC, as well as supporting the HCSC committees.

II. *Committee Chair:* The committee chairs are to be appointed by HCSC.

Section 3 – Duties: The duties for Presiding Member and Committee Chairs are as follows:

I. *Presiding Member:* The duties of the Presiding Member include, but are not limited to, presiding over committees and relaying pertinent information from Honors faculty and staff to HCSC, as well as supporting the HCSC committees.

II. *Committee Chair:* Committee chairs will serve as a point of contact for the Presiding Member about committee matters and plan meetings for all committee
members.

Section 4 – Removal from Office: The Presiding Member or committee chairs may be removed from office if they: 1) are not in good standing with the Honors College; 2) a majority (six of nine) of representatives vote for removal or 3) administrative removal.

Section 5 – No Confidence Vote: An HCSC representative(s) may call for a vote of no confidence for the Presiding Member or for any other HCSC representative. An HCSC representative calling for a vote of no confidence must email the Dean. Upon receiving a call for a vote of no confidence, the Dean, or their selected proxy, must call a special meeting within two business days of receiving the email. A quorum (six of nine) of representatives must be present at the special meeting for a vote of no confidence to be held. The Dean, or their selected proxy, will preside over a vote of no confidence meeting. If a quorum is not met, another meeting will be called within two business days, repeating until a quorum is met. During a meeting for a vote of no confidence, the representative(s) who called for a vote of no confidence will have up to five minutes to explain their rationale. Five minutes will be given to the Presiding Member or representative to respond to the rationale for a vote of no confidence. Following speeches, ten minutes of debate amongst council representatives shall then occur. At the conclusion of the discussion period, representatives shall immediately vote following regular voting procedures for a vote of no confidence. Discussion may not be extended, unless the Dean or their selected proxy deem it necessary. If a majority (six of nine) of the assembled representatives vote for a vote of no confidence, the officer(s) impacted shall immediately resign their position as both an officer and a council representative. Appointments for a new officer(s) shall occur within one week. An individual removed from office may not serve as a representative for the duration of that academic year.

Section 6 – Administrative Removal: Administrative removal shall be defined as removal by HCSC advisor(s) or the Honors College.

Section 7 – Term of Office: The term of office for the committee chairs and Presiding Members shall be the duration of their appointment to the HCSC

Section 8 – Community Representation: Officers will still represent their college and have all voting privileges of a council representative.

Article V – Meetings

Section 1- Council Meetings: Council meetings shall refer to all meetings of the council representatives and officers. Council meetings shall hereinafter be referred to as HCSC meetings. HCSC meetings shall be called at the discretion of the Dean.

Section 2 – Council Voting: Each representative shall have one vote.
Section 3 – Committee Meetings: As it may be necessary for the HCSC to establish standing and ad hoc committees, both ad hoc and standing committees shall meet at least monthly outside HCSC meetings. More frequent meetings can occur at the discretion of the committee membership.

**Article VI – Committees**

Section 1 – Standing Committees: The following committees are ongoing throughout the year: Programming Committee and Marketing Committee.

I. *Programming Committee* - General priorities include planning and organizing events for the Honors College throughout each semester.
   a. The Programming Committee is responsible for coordinating with the Hall Councils of Honors housing communities when appropriate.

II. *Marketing Committee* - General priorities include to promote the name, ideas, and purpose of Honors through the creation of media and promotional materials
   a. The Marketing Committee is responsible for coordinating with the Hall Councils of Honors housing communities when appropriate.

Section 2 – Committee Membership: All committees will include four members of the HCSC. One member will serve as the committee chair.

Section 3 – Committee Action: All action and work of the committees must be approved by the HCSC and Dean of the Honors College.

Section 4 – Ad Hoc Committees: Should the HCSC determine a need for a committee outside of the standing committees, the HCSC may establish an ad hoc committee. All ad hoc committees must have a date at which the committee will no longer exist. Ad hoc committees cannot last longer than the end of the academic semester in which they are created. Ad hoc committees will operate like a standing committee in all other facets.

**Article VII – Proposals**

Section 1 - Definition: Proposals shall be defined as a formal request to the Virginia Tech Honors College for resources needed for committee actions to be submitted to the Executive Director of the Honors College. Due consideration should be given to the details of the proposal, including but not limited to size, date, location, and funding requests.

**Article VIII- Amendments**

Section 1 - Amendment Proposal: Any representative of HCSC or the Dean of the Honors College may propose an amendment. Amendments must be raised at HCSC meetings.
Section 2 - Amendment Vote: All members of the HCSC are eligible to vote on any amendment.

I. Any Amendment requires 2/3 majority of all council representatives to pass.

II. Votes will be taken in the meeting by voice. If a representative is not present at the meeting, representatives have five business days to submit their vote to the Presiding Member. If votes are not submitted after their time, the vote defaults to “abstain.” After this period, if a 2/3 majority of all council members is not received, the amendment dies.

Section 3 - Amendment Veto: Any amendment passed by a two-thirds (2/3) vote may be vetoed by the Dean of the Honors College. Veto powers must be exercised within 60 days of the vote announcement.