



***Gold Star Signers Association
Of
Tyler Junior College***

CONSTITUTION and BY-LAWS

Preamble

The ***Gold Star Signers Association***, also known as ***G.S.S.A.***, is an organization composed of students and interested parties from the ASL and Sign Language Interpreter Program. It is aimed at providing educational opportunities and fostering shared experiences for Tyler Junior College students, interpreters, and the Deaf and Hard of Hearing community.

Article 1-Association Name

The name of this organization shall be the ***Gold Star Signers Association***, also known as ***G.S.S.A.***

Article II-Mission Statement and Purpose

Enhance the learning experience for all students interested in Deaf culture, history, and American Sign Language (ASL). Provide a platform for students to share and learn about the Deaf community and Sign Language Interpreting. Promote language proficiency, appreciation, and respect for Deaf Culture through skill-building and community engagement during campus and community events. The organization will also engage in community service with a primary focus on the Deaf/Hard of Hearing and Interpreting communities.

Article III-Membership

Section 1-Membership criteria

Membership in the G.S.S.A. is open to any ASL major, Sign Language Interpreting Program (SLIP) major, or a major in a related field and any student who is interested in the field of Sign Language Interpreting.

Section 2-Membership

1. All members must maintain good standing with TJC and G.S.S.A..
2. ASL and SLIP majors must maintain a "C" average or higher with no current Plan of Actions.
3. All members must affirm their commitment to uphold the Association's Constitution.
4. Members should dress appropriately for school functions, field trips, and all related activities.
5. No member can have a felony conviction.
6. Members may not use the G.S.S.A's name or logo without prior approval from the Officers and the Association's sponsor(s).
7. Non-discriminatory- membership shall not be denied based on race,color, religion, natural origin, sex, age, disability, sexual orientation, gender identity, creed, marital status, pregnancy, veteran status, genetic information, political beliefs, citizenship status, language, socio-economic status, education, parental status or appearance.

Section 3-Active Membership

1. Members are considered active and in good standing when they meet the following criteria:
 - a. Dues must be current.
 - b. Participation in Association activities or events are evident (a minimum of 2 per semester).
 - c. Attend meetings whenever possible (a minimum of 3 per semester).
 - d. All members, when active, are eligible to vote on Association business.
 - e. Inactive members are those who have paid dues but do not participate in activities.
 - f. Dues for TJC G.S.S.A. membership shall be \$0 for the first year of establishment and \$20.00 per year thereafter, payable by October 1st of each academic year.
 - g. Members whose dues are not paid in full by October 1st will not be considered in good standing until their dues are paid in full.
 - h. Members may join in the Spring semester, but dues are not prorated; full dues are expected.

Article IV Officers

Section 1-List of Officers

The officers of TJC G.S.S.A. shall consist of:

1. President
2. Vice-President
3. Secretary
4. Treasurer
5. Student Senate Representatives (alternate allowed)
6. Historian & Assistant Historian
7. Public Relations Representative

Section 2-Officer Positions and by Requirements

1. Officers are required to participate in all Association activities.
2. Officers are required to attend at least 90% of all meetings.
3. Officers are required to set an example for others at all times.
4. Officers are required to do the duty assigned to their office and/or by the President or Association Sponsor(s)
5. Officers must maintain good moral and high integrity.
6. Officers must be listed as a full-time student with a minimum of a 12-hour course load.
7. President and Vice President must have been a member of the Association, in good standing, for a minimum one semester prior to serving as officer.
8. The Sponsor(s) may, if needed, appoint a replacement for any officer position that becomes vacant or is removed from office.

Election of Officers

- Officers of the TJC G.S.S.A. shall be nominated and elected from the member body at the beginning of each semester.
- Nomination of officers will be made during the first regular club meeting of the semester, with balloting occurring at the next regularly scheduled club meeting.
- Members must be present to vote unless prior arrangements have been made with the TJC Gold Star Signers sponsor.
- Balloting will be done anonymously on paper ballots.
- All elected officers and appointed positions have one vote on TJC G.S.S.A.matters.

Section 3, Duties of the President

They shall collaborate closely with the director of the TJC ITP, as well as the sponsor/advisor of the TJC G.S.S.A.

- They are responsible for leading and managing the organization's activities in accordance with the G.S.S.A. Constitution.
- They have the authority to appoint committees for various activities and projects.
- They are responsible for keeping the Association Sponsor(s) informed about all Association activities.

Section 4, Duties of Vice-President

- Assume the role of the president in their absence.
- Assist the President, Secretary, Treasurer, and Sponsor(s) with their duties and responsibilities as requested.
- Organize one fundraiser each semester.
- Attend all meetings and club functions unless excused by the President/Sponsor(s).
- Fulfill all requirements of the office as outlined by TJC and G.S.S.A.

Section 5, Duties of Secretary

- Assist the President, Vice-President, Treasurer, and Sponsor with their duties and responsibilities as needed.
- Keep and promptly report meeting minutes and attendance for all meetings, archiving them within 5 days of each session.
- Prepare and share relevant information with members during each session.
- Maintain historical attendance records for each club session or activity.
- Aid the President and Vice-President in managing the club's internal and external communications.
- Keep an updated membership list with contact information.
- Meet all office requirements outlined by TJC and G.S.S.A.

Section 6, Duties of Treasurer

- Assist the President, Vice-President, Secretary, and Sponsor with their duties and responsibilities as needed.
- Manage the club's financial records, ensuring proper documentation of all financial transactions and reimbursements. Maintain a ledger for accurate record-keeping.
- All financial transactions must be approved by a minimum of the President and one other officer in writing on behalf of the organization.
- Keep a roster of paid club members.
- Fulfill all office requirements outlined by TJC and G.S.S.A.

Section 7, Duties of the Student Senate Representative

Assist the President, Vice-President, Secretary, Treasurer, and Sponsor with their duties and responsibilities as needed.

- Attend the weekly or bi-weekly meetings of the TJC Student Senate.
- Present all necessary information, including the current club roster, copies of amendments, and bills submitted by the President of G.S.S.A. to the TJC Student Senate.
- Provide regular reports on campus activities and pertinent information to the officers, members, and the Sponsor of G.S.S.A.
- Fulfill all office requirements as outlined by TJC and G.S.S.A.

Section 8, Duties of the Historian

- Assist the President, Vice-President, Secretary, Treasurer, and Sponsor with their duties and responsibilities as needed.
- Attend all club functions and maintain pictorial records and written reports of all events.
- Collaborate with the Assistant Historian to design and upkeep the annual TJC Gold Star Signers scrapbook, which will be entered into the spring contest held by the Student Senate.
- Ensure that all documents, photos, and scrapbooks are securely stored in the department's locked storage room on the TJC campus.
- Fulfill all office requirements as outlined by TJC and G.S.S.A.

Section 9, Duties of the Assistant Historian

- Assist the President, Vice-President, Secretary, Treasurer, and Sponsor with all duties and responsibilities as requested.
- Attend all club functions and help the Historian keep pictorial records and written reports of all events.
- Help the Historian with the design and construction of the annual TJC G.S.S.A. scrapbook
- Meet all requirements of the office outlined by TJC and the TJC .G.S.S.A.

Section 10-Public Relations

Social Media Management:

- Create and curate content for the association's social media platforms, such as: Facebook, Twitter, Instagram, and LinkedIn.
- Ensure regular and consistent posting and monitoring and replies promptly.

Content Creation:

- Generate engaging and relevant content, such as posts, articles, videos, and graphics, that align with the association's goals and mission.
- Collaborate with other officers and members to gather content ideas and contributions.

Public Relations and Promotion:

- Promote the association's visibility, events, activities, and initiatives through various channels, including press releases, posters, flyers, and social media.
- Other PR duties as needed.

Section 11-Vacancy of an Officer

In the event of a vacancy in the President's office, the Vice-President shall assume the role of interim president until the next scheduled club session. During that session, nominations shall be received and voted upon to fill the office. In the event of a vacancy in any other office, the President shall appoint an interim replacement until the next scheduled club session, when nominations shall be received and voted upon to fill the office.

Section 12-Term of Office

Officers in good standing may be re-elected for unlimited consecutive terms/semesters, as long as they meet the eligibility requirements and receive nominations from the current semester's membership.

Section 13-Oath of Office

Shall be given in ASL and Spoken English to newly elected officers prior to assuming any duties of office.

OATH

"I solemnly pledge to fulfill my duties as an officer of the Gold Star Signers Association with dedication, integrity, and respect for all members. I will strive to foster unity, innovation, and inclusivity within our organization, and work tirelessly to achieve our shared goals. I commit to upholding the values and principles of the organization and will serve our members and our mission to the best of my ability."

Article V Sponsor/Advisor

Section 1, Selection of the Sponsor/Advisor

- This position shall be filled by the current ITP Director. The Sponsor can appoint a Co-Sponsor of their choice.

Section 2, Duties of the Sponsor/Advisor

- Closely monitor and oversee all activities of the TJC G.S.S.A. to assure compliance with all rules and regulations of Tyler Junior College. Inform officers and members of the

proper procedures for accomplishing the goals of the club. Assist the officers in problem solving efforts.

- Provide needed information to the club Secretary on current issues and activities within the Deaf community, ITP, and interpreter certification process.

Article VI Meetings

Section 1-Officer Meetings

Meetings will be held at least once each month, with the date, time, and location determined by the Sponsor/advisor and the President. Additional officers meetings may be scheduled at the discretion of the President and Sponsor/advisor of TJC G.S.S.A.

Section 2-Regular Association Meetings

- All active members must attend a minimum of 2 meetings per semester.
- Held in Pirtle T109 or adjacent classroom

Section 3-Conducting Business

- The presence of three officers is required to hold a meeting.
- The annual election meeting should be held on or before the last meeting of the spring semester.
- Written notice/announcements of all meetings shall be distributed and posted for all members within 2 weeks of next meeting .Any unscheduled necessary meetings must be approved by Sponsor(s).
- Transitions- Current officers in good faith upon completion of elected new officers shall share all pertinent association knowledge, responsibilities and records,

Article VII-Amending the Constitution

1. To amend the TJC G.S.S.A.constitution, a motion may be made by an active member of the club during a scheduled organization session in advance and will have an opportunity to discuss proposed amendments before voting..
2. The amendment shall be reviewed and researched by the officers of the TJC G.S.S.A. and complete information on the proposal shall be presented to the Sponsor(s)/Advisor, ITP Director, and members of the club and passed by simple majority.

Article VIII Conflict of Interest

Section 1 - Purpose:

The purpose of this Conflict of Interest policy is to protect the integrity and transparency of the Gold Star Signers Association (G.S.S.A.) and to ensure that the interests of the organization are not compromised by conflicts of interest among its officers or members.

Section 2 - Disclosure of Conflicts of Interest

(a) All officers and members of the G.S.S.A. have a duty to promptly disclose any actual or potential conflicts of interest that may affect the organization. Such conflicts may arise when an individual's personal, financial, or professional interests may conflict with the best interests of the G.S.S.A.

(b) Disclosure should be made in writing to the President and Sponsor/Advisor, who shall keep these disclosures confidential to the extent possible while addressing the conflict.

Section 3 - Evaluation and Management of Conflicts (a) Upon receiving a disclosure of a conflict of interest, the President and Sponsor/Advisor shall evaluate the nature and significance of the conflict.

(b) If it is determined that a conflict of interest exists, the affected individual shall be recused from any decision-making or actions related to the conflict.

(c) The remaining officers and members shall make decisions or take actions related to the conflict in the best interests of the G.S.S.A., considering all available alternatives and avoiding any undue influence.

Section 4 - Documentation (a) All disclosures, evaluations, and actions related to conflicts of interest shall be documented and retained as part of the organization's records. These records shall be made available for review as required by applicable laws or regulations.

Section 5 - Non-Exclusivity (a) This Conflict of Interest policy is not meant to be an exhaustive or exclusive guide to addressing conflicts of interest. Officers and members should exercise their judgment and act in the best interests of the G.S.S.A. in all situations.

Section 6 - Acknowledgement (a) All officers and members of the G.S.S.A. shall annually acknowledge their understanding of this Conflict of Interest policy and their commitment to abide by it.

Section 7 - Amendments (a) This Conflict of Interest policy may be amended in accordance with the procedures outlined in Article VII of this constitution.

This TJC G.S.S.A. constitution was accepted and approved on September 19, 2023 with the consensus of a minimum of 3 Officers, 1 Sponsor(s) and the current membership.