

Phi Beta Lambda

(Revised August 2018)

Article I: Name - Phi Beta Lambda

The name of this organization shall be the ASU Chapter of Phi Beta Lambda and may be referred to as "PBL" or the "Chapter".

Article II: Purpose

The purpose of PBL is to provide opportunities for postsecondary students to develop vocational competencies for business and office occupations and business teacher education. PBL is an integral part of the instructional program and in addition promotes a sense of civic and personal responsibility.

The specific goals of PBL are to:

- Develop competent, aggressive business leadership.
- Strengthen the confidence of students in themselves and their work.
- Create more interest in and understanding of American business enterprise.
- Encourage members in the development of individual projects, which contribute to the improvement of home, business and community.
- Develop character, prepare for useful citizenship and foster patriotism.

Encourage and practice efficient money management.

Encourage scholarship and promote school loyalty.

- Assist students in the awareness of occupational goals.
- Facilitate the transition from school to work,

Article III: Membership

Section 1. PBL membership shall consist of enrolled students from Adams State University. These members shall also hold membership in the state and national chapters. Should no state chapter exist or it cease to exist, members shall be recognized by the national association. All members must maintain a 2.0 G.P.A. All executive committee members must maintain a 2.5 G.P.A.

Section 2. Membership shall be open to: Active Members shall be postsecondary students enrolled in Adams State University, who accept the purpose of PBL, subscribe to its creed, demonstrate willingness to contribute to good school-community relations, and possess qualities for employment. Active members shall pay dues as established by PBL and may participate in national, state, or chapter events or conferences, serve as voting delegates to the National

Leadership Conference, hold national office and otherwise represent their state and local chapters as approved by their respective state and local advisers. Active members must also pay AS&F dues as part of being a student of Adams State University and participate in community service and fundraising prior to State and/or National competition.

Honorary Life Members shall be elected by the Chapter by a majority vote. They shall be persons who are assisting in the advancement of business and office education and/or who are rendering outstanding service to PBL. Honorary life members shall not vote, hold office, or be required to pay dues.

Non-active Members: Students who have not paid their dues shall not be considered a member of the Chapter. A person who has not paid dues shall not be entitled to vote, run for office, or represent the Chapter at state or national events or conferences,

Section 3. Voting delegates to state or national conferences shall be selected by a majority vote of the Chapter members attending the conference.

Article IV: Officers

Section 1. . The Officers of the Chapter shall be: president, vice president, secretary, treasurer, reporter, historian, and parliamentarian. These officers with the adviser as ex officio member shall constitute the Executive Committee, Officers shall be elected at the annual meeting. Officers must maintain a 2.5 G.P.A.

Duties of Officers:

Section 1a. The President shall (a) preside over meetings of the Chapter as well as prepare for all meetings, (b) appoint all committees and committee chairmen as well as assist executive committee members with their tasks, (c) serve as an ex-officio member of all chapter committees, (d) appoint the chapter parliamentarian, (e) promote the growth and development of PBL, (f) represent the organization at Adams State as well as serve as a spokesperson for the organization, (g) be aware of all finances, (h) attend and fulfill any and all AS&F requirements including president's council meetings

Section 1b. The Vice President shall (a) preside in the absence of the President, (b) assist the president in the promotion and development of PBL, and (c) assist the President as he/she delegates.

Section 1c. The Secretary shall (a) keep an accurate record of the Chapter and executive committee meetings, promptly supplying a copy of the minutes after a meeting, and (b) submit the required reports to the state chapter and the national center.

Section 1d. The Treasurer shall (a) act as custodian of the funds of the organization, collect dues, and give routine financial reports, (b) send the membership list with dues to the state and national offices, (c) present an annual financial report to members at the annual meeting.

Section 1e. The Reporter shall (a) act as public relations officer for the Chapter, (b) see that news stories and photographs are delivered to the school paper, local newspapers, news bulletins, and national or state publications, and (c) cooperate with the school official concerning assembly, radio and television programs.

Section 1f. The Historian shall (a) maintain records of the Chapter, including an annual report of its activities, awards, and publicity.

Section 1g. The Parliamentarian shall (a) serve in any capacity as directed by the President, and (b) advise the president or presiding officer on points of parliamentary procedure in accordance with the parliamentary authority.

Section 1h. The officers shall serve on the Executive Committee, and perform such duties as directed by the President or the Adviser and not inconsistent with these Bylaws or other Rules adopted by the Chapter.

Section 2. Term of Office. Officers shall hold office for a term of one year or until their successors are elected, whichever occurs first. Officers shall assume their duties at the close of the meeting at which they are elected,

Section 3. The Chapter shall have an Adviser who shall be a faculty member from the business department. Advisers shall be chosen by the Executive Committee.

Article V: Meetings

Section 1. The date and time of PBL's meetings shall be decided by the Executive Committee at the beginning of each semester. There must be at least one regular meeting a month during the school year. The regular April meeting shall be designated as the annual meeting for the purpose of electing officers, receiving reports of officers and committees, and for any other business which may arise. Meetings may be held as deemed necessary by the President with the approval of the Executive Committee.

Section 2. Special meetings of the Chapter may be called by the President, a majority vote of the Executive Committee, or by a written request from at least 10% of the membership. The purpose of the meeting shall be stated in the notice.

Article VI: Finances

Section 1. Dues. Chapter dues shall be \$5. This shall be in addition to the state and national dues as determined by the respective state and national bylaws. Memberships are unified on the Chapter, state and national levels and are not available separately. If you do not complete 2 community services and help with fundraising, the officers and advisor will make a judgement decision on how funds will be allocated based on participation .

Section 2. Fiscal Year. The fiscal year of the Chapter shall be July 1 through June 30.

Section 3. Audit. An audit shall be made annually by the auditing committee, which shall report

at the annual meeting.

Article VII: Committees

Section 1. The President, on consultation with the Executive Committee, shall appoint the following committees: (a) Nominating, (b) Auditing, (c) Ways and Means, (d) Social, and (e) Finance and Fundraising. The President shall appoint additional committees as authorized by the Executive Committee. Duties of committees shall be determined by the Executive Committee and the adopted parliamentary authority,

Section 2. The Chapter may appoint additional committees to assist in the growth and development of the chapter.

Article VIII: Affirmative Action Policy

ASU-PBL shall be open to all peoples. There shall be no discrimination based on race, class, gender, religion, sexual orientation, political views/ affiliation or economic standing.

Article IV: Amendments

Section 1. Local Amendments. Amendments to the Bylaws shall be submitted in writing at a regular meeting and shall not be voted on until the following regular meeting. A two thirds vote shall be required for adoption. Amendments shall take effect immediately unless otherwise stated in the proposed amendment.

Section 2. Consistency. In areas inconsistent with the Bylaws or Rules of National PBL or the state chapter, these Bylaws may be amended by the Executive Committee to provide consistency. All members shall be informed of the exact changes within thirty (30) days in writing or electronically.

Section 3. Minor Changes. The Executive Committee shall be authorized to revise these Bylaws to correct punctuation, grammar, cross-references, article and section designations, and to make such other technical changes as may be necessary, where these changes shall be minor in detail and shall not alter the meaning or intent of the Bylaws. Notice of changes made under this authority shall be communicated in writing or electronically to the membership within thirty (30) days.