

BYLAWS OF
SJSU JUSTICE STUDIES TASK FORCE

ARTICLE I – NAME AND PURPOSE

Section 1 – Name: The name of the organization shall be the San José State University Justice Studies Task Force (“JSTF”). It shall be a nonprofit organization formed as a network of the SJSU Alumni Association.

Section 2 – Mission: The mission of the JSTF is to strengthen the bond between the past, present and future by creating and promoting opportunities for current students and faculty to interact with our vast network of alumni and criminal justice professionals.

We achieve our mission by:

- Providing stewardship for the Justice Studies Department by fostering camaraderie and unity between the SJSU alumni, Justice Studies faculty/staff, students and the criminal justice community.
- Hosting the annual *Confidence Challenge*.
- Creating educational opportunities for current SJSU students by conducting events such as the “*Beyond the Books*” seminars.
- Facilitating the Justice Studies Fall and Spring Convocations
- Supporting Justice Studies Department activities and events such as the annual JS Showcase Dinner.

Section 3 – Vision: The JSTF exists to strengthen our department by fostering an understanding and appreciation for the depth of our legacy in the field of criminal justice.

Section 4 – Values: The values of the JSTF are as follows –

- Camaraderie
- Creativity
- Growth
- Leadership

ARTICLE II – MEMBERSHIP

Section 1 – Eligibility for Membership: Application for membership shall be open to any San José State University Justice Studies alumni or friend of Justice Studies that supports the mission statement in Article I, Section 2. Membership consideration is granted after completion and receipt of a membership application. All memberships shall be granted upon a majority vote of the board.

Section 2 – Student Members, Faculty Advisor, and Department Chair: Membership shall also include two current student representatives from each of the three Justice Studies Department student groups: Alpha Phi Sigma, Chi Pi Sigma, and the Forensic Science Student Group, as well as a faculty sponsor. The current Justice Studies Department Chair shall be invited to attend meetings and will have voting rights.

Section 3 – Rights of Members: Each member shall be eligible to be involved in discussions and vote in association elections.

Section 4 – Duties of Members: It is the duty of each member to actively participate in group events, meetings, and any other established responsibilities. Each member is to participate in no less than 60 percent of group activities per semester, which includes meetings.

Section 5 – Resignation and Termination: Any member may resign by providing written notice with the secretary at least 14 days prior to the resignation date. A member can have their membership terminated by a majority vote of the membership. A member may be terminated if duties and responsibilities are not met.

Section 6 – Selection and Approval of Student Representatives: Each student group is expected to nominate two representatives from their group at least two weeks prior to the first JSTF meeting of the semester. The Executive Committee has the authority to veto a nominee based upon past performance as a member of the JSTF. This may include lack of participation at meetings or JSTF events or testimony from JSTF members that demonstrates the nominee will not meet the duties and responsibilities expected of the JSTF.

ARTICLE III – MEETINGS OF MEMBERS

Section 1 – Regular Meetings: Regular meeting of the members shall be held monthly, or as needed, during the academic year at a time and place designated by the JSTF at the meeting prior.

Section 2 – Special Meetings: Special meetings may be called by the board president, or by a two-thirds majority of the board.

Section 3 – Notice of Meetings: Determination of each meeting shall be decided at the meeting prior. Each member is to be given confirmation and/or notice of the next meeting by email, not less than one week prior. Members shall RSVP to notice about meetings to confirm their attendance at said meeting.

Section 4 – Quorum: The members present at any properly announced meeting shall constitute a quorum.

Section 5 – Voting: All issues to be voted on shall be decided by a simple majority of those present at the meeting in which the vote takes place.

ARTICLE IV – EXECUTIVE COMMITTEE

Section 1 – Task Force Role, Size and Compensation: The JSTF and its members are responsible for the overall direction of the organization. The JSTF shall have up to 18, but no fewer than 10 members. The members of the JSTF shall not receive any monetary compensation for membership and participation.

Section 2 – Executive Committee: The four officers serve as the members of the Executive Committee. Except for the power to amend the bylaws, the Executive Committee shall have all the powers and authority of the JSTF in the intervals between meetings of the JSTF and is subject to the direction and control of the JSTF.

Section 3 – Officers and Duties: There shall be 4 officers of the Executive Committee, consisting of a president, vice-president, secretary, and treasurer. Their duties are as follows:

- The president shall convene regularly scheduled board meetings, shall preside or arrange for other members of the Executive Committee to preside at each meeting in the following order: vice-president, secretary, treasurer.
- The vice-president shall chair committees as designated by the Executive Committee.
- The secretary shall be responsible for keeping records of actions, including overseeing the taking of minutes at all meetings, sending out meeting announcements, distributing copies of minutes and the agenda to each JSTF member, and assuring that proper records are maintained.
- The treasurer shall make a report at each meeting and make financial information available to members and the public when requested. The treasurer shall chair the finance committee.

Section 4 – Terms: All elected officers shall serve one-year terms beginning and ending within an academic year (July 1st to June 30th of next year). Members of the JSTF may serve for multiple terms without any limits to the amount of terms they can serve.

Section 5 – Elections: The officers of the Executive Committee shall be elected by a simple majority of members at the academic year-end meeting, with the positions to begin at the start of the next academic year (July 1st).

Section 6 – Quorum: A quorum is constituted by at least fifty percent of the Executive Committee for Executive Committee meetings to take place.

Section 7 – Resignation, Termination, and Absences: Resignation from the Executive Committee must be in writing and received by the Secretary at least 30 days prior to resignation date. A member shall be terminated from the Executive Committee due to excess absences or removed for other reasons by a three-fourths vote of the JSTF.

ARTICLE V – COMMITTEES

Section 1 – Committee Formation: The JSTF may create committees as needed, such as fund-raising, data collection, public relations, etc. The president appoints all committee chairs.

Section 2 – Finance Committee: The treasurer is the chair of the Finance Committee, which includes at least 3 JSTF members. The Finance Committee is responsible for developing and reviewing the annual budget with other JSTF members.

ARTICLE VI – BUDGET AND FUNDING

Section 1 – Funding: A portion of the JSTF funding is provided by a percentage of Justice Studies membership dues from the SJSU Alumni Association. Donations are also accepted from partnership associations or various companies.

Section 2 – Use of Funds: Funding and donations are used for JSTF events and programs as indicated in Article I, Section 2.

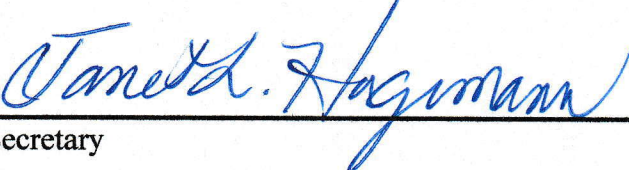
Section 3 – Budget: The JSTF must approve the budget and all expenditures must be within budget. Any amendment to the budget must be approved by the JSTF by majority vote. The fiscal year shall be the academic calendar year. Annual reports are required to be submitted to the JSTF showing income, expenditures, and pending income. The financial records of the JSTF are public information and shall be made available to the public.


ARTICLE VII – AMENDMENTS

Section 1 – Amendments: These bylaws may be amended when necessary by two-thirds majority of the JSTF. Proposed amendments must be submitted to the Secretary to be sent out with regular board announcements.

CERTIFICATION

The original bylaws were approved at a regular meeting of the JSTF by a two-thirds majority vote at the February 4, 2016 regular meeting. The JSTF amended bylaws are submitted for confirmation at a regular meeting on February 24, 2020.


Secretary


Date