**SkillsUSA Louisiana Postsecondary**

**Constitution**

**ARTICLE I – NAME**

The official name of this organization shall be “SkillsUSA Louisiana Postsecondary.”

# ARTICLE II-PURPOSES

The purposes of the organization are:

* To unite in a common bond, without regard to race, sex, religion, creed, or national origin, students pursuing a career in vocational trade, industrial, technology and health occupations
* To provide leadership to local SkillsUSA Louisiana Postsecondary Chapters
* To provide a clearinghouse for information
* To provide state recognition and prestige through association with affiliated organizations
* To develop leadership skills through educational, career, civic, and social activities
* To foster a deep respect for the dignity of work
* To assist students in developing career goals and to create enthusiasm for learning
* To promote high standards in all phases of occupational endeavor, including ethics, workmanship, scholarship and safety
* To develop the ability of students to plan together, organize and carry out worthy activities and projects through the use of the democratic process
* To foster a wholesome understanding of the functions of labor and management organizations
* To create among students, faculty, business and industry, and the public, a sincere interest in and esteem for trade, industrial, technical and health occupations education
* To develop patriotism through a knowledge of our nation’s heritage and the practice of democracy
* To emphasize the importance of continuous education consistent to the needs of the individual and the requirements of his or her chosen occupation.

# ARTICLE III – ORGANIZATION

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| Section 1. | SkillsUSA Louisiana Postsecondary is an organization of postsecondary institutions, each operating in accordance with a charter granted by SkillsUSA. |
| Section 2. | The administrative authority for SkillsUSA Louisiana Postsecondary will be vested with the Louisiana Community and Technical College System. |
| Section 3. | The State Director shall be employed by and responsible to the Louisiana Community and Technical College System for administering the state program. |

# ARTICLE IV – MEMBERSHIP

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| Section 1. | Membership of SkillsUSA Louisiana Postsecondary shall consist of the total eligible members of the local chapters and direct members where no chapter is available. |
| Section 2. | All members of the local chapters must be members of the state and national organizations. |
| Section 3. | Each local chapter shall be open for membership to all students regardless of race, sex, religion, creed, national origin or veteran’s status. |
| Section 4. | Classes of membership, which will be recognized, are: |
|  | Active Membership – Students enrolled in a coherent sequence of courses or career major that prepares the student for further education and/or employment related to trade, industrial, technology, and health occupations and is earning credit toward a diploma/degree/certificate or its equivalent.  Alumni Membership – Former active members who are no longer enrolled in vocational technical education. They are not eligible to serve as voting delegates, hold state office or otherwise represent association membership.  Direct Membership: Student enrolled in trade, industrial, technology and health occupation courses and residing in areas without a local chapter to serve them. |
|  | Professional Membership – Persons associated with or participating in the professional development of SkillsUSA Louisiana Postsecondary, including Advisors, Educators and Supervisors who pay membership dues will be recognized as professional members. |
| Section 5. | The membership period shall extend from September 1 through August 31 of each year. |

# ARTICLE V – STUDENT OFFICERS

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| Section 1. | The state officers of SkillsUSA Louisiana Postsecondary shall, at a minimum, consist of a president, vice president, and secretary/treasurer. |
| Section 2. | The state officers shall be elected by the delegates at the annual state conference and shall serve for a term of one year. The elected officers will represent the association at the National Leadership and Skills Conference. |
| Section 3. | Should the office of president be vacated, the vice president shall succeed to the office of president. In the event any other state officer is unable to finish his/her term in office, an alternate officer shall be selected by the State Officer Team with the approval of the Louisiana Postsecondary State Director or Coordinator. |
| Section 4. | A student may hold the position of a state officer for no more than two (2) years. |

# ARTICLE VI – QUALIFICATIONS FOR STATE OFFICE

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| Section 1. | The state officers are leaders of the state organization and are expected to work together to enlarge their perspective to encompass the purposes of the state organization and its effective and efficient functioning. |
|  | **Minimum Qualifications** |
|  | Candidates for state office shall:   * Have active member status and the endorsement of their advisor and a college administrator * Have at least one (1) semester remaining in a their program * Must remain in good academic standing during the term of their office |
| Section 2.    Section 3. | Candidates for state office must file their candidacy for office with the State Director or designee prior to the deadline set by the State Planning Committee by submitting an Officer Candidate Form, resume, and a letter of recommendation from their advisor, and a college administrator.  Candidates for state office must be available to represent the state organization through personal appearances as listed during the tenure of their office:   1. State Officer meetings 2. State SkillsUSA Conference (SLSC) 3. National Leadership and Skills Conference (NLSC) |
| Section 4. | A two-minute speech will be given by each candidate, and the election will be held during the delegate session of the State SkillsUSA Conference. |
| Section 5. | Candidates receiving the most votes shall be elected to the officer team. |
| Section 6. | All voting for state officers shall be by secret ballot. A tie will be resolved with a runoff election of the top two candidates. |

# ARTICLE VII – STATE PLANNING COMMITTEE

Section 1. The SkillsUSA Louisiana Postsecondary State Planning Committee shall consist of the state director, state coordinator, chapter advisor from the college hosting the current state conference, and two at-large advisors selected by the Director.

Section 2. It shall be the duty and function of the State Planning Committee to:

* Conduct business pertaining to the students they serve
* Propose and review proposed amendments to the SkillsUSA Louisiana Postsecondary Constitution and Bylaws and recommend legislation to the delegates
* Shall make recommendations to the host site as to the planning and coordination of the SkillsUSA Louisiana Postsecondary conference
* Shall make recommendations as to the official list of contests which are to be offered at the state conference and the number of eligible contestants from each school for each contest

# ARTICLE VIII – DELEGATES

Section 1. The delegates for the SkillsUSA Louisiana Postsecondary delegate sessions shall consist of one (1) voting delegate for each local chapter, plus an additional delegate for each ten (10) active student members as reported by National SkillsUSA. Each delegate shall have one (1) vote and must be present to vote. Delegates will be elected at each local chapter by a process deemed appropriate by the administration.

It shall be the duties and functions of the delegates to:

* Enact bylaws, rules and regulations necessary for carrying out the affairs and activities of the organization
* Elect state officers of the organization
* Act upon items of business as requested by the State Planning Committee

**ARTICLE IX – MEETINGS**

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| Section 1. | Meetings of committees and delegates shall be held at such time and place as the State Planning Committee deems necessary. |
| Section 2. | Parliamentary procedures at all meetings will be governed *by Robert’s Rules of Order,* |

*Newly Revised.*

# ARTICLE X – VOTING

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| Section 1. | Members shall exercise their franchise at state meetings or conferences through duly elected delegates of the chartered local chapters. |
| Section 2. | All official delegates or alternates must be active members of their respective local chapter, state associations, and National SkillsUSA by March 1 of the year. |
| Section 3. | Voting on state officers and amendments shall be by secret ballot. |

# ARTICLE XI – FINANCES

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| Sections 1. | Local chapters will be responsible for annual state and national dues according to the number of individual members claimed in each membership classification. |
| Section 2. | Self-generated funds from membership and conference fees shall be deposited with the Louisiana Community and Technical College System. |
| Section 3. | Annual dues shall be designated by State and National guidelines. |
| Section 4. | The fiscal year for SkillsUSA Louisiana Postsecondary shall be July 1 through June 30 in accordance with the fiscal year of the Louisiana Community and Technical College System. |
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**ARTICLE XII – AMENDMENTS AND BY-LAWS**

Section 1. The Constitution and Bylaws may be amended as follows:

* A proposed amendment must be presented in writing to the State Director 60 days prior to a statewide meeting
* The Planning Committee shall review the amendments
* Proposed amendments must be submitted to each local chapter as soon as possible or at the time of the statewide meeting
* Proposed amendments must be presented for a vote at an official business meeting of the delegates or at the annual meeting at the State Conference. Amendments to the Constitution and to the Bylaws shall be adopted by a majority vote of the delegates.
* Such rules, regulations, and By-Laws as are deemed -necessary for the proper conduct of this organization shall be adopted.
* No rules, regulations, or By-Laws shall be adopted which are contrary to this Constitution.