

National Gay Pilots Association
Embry-Riddle Aeronautical University Chapter

CONSTITUTION

PREAMBLE

The Embry-Riddle Aeronautical University chapter of the National Gay Pilots Association (NGPA) serves as a safe environment for pilots and aviation enthusiasts of the Lesbian, Gay, Bisexual, Transgender, Queer, Intersex, Asexual, Non-Binary, Genderfluid, and all other persons who consider themselves part of the LGBTQ+ community and its allies. In addition, this chapter will also promote safety and professionalism in the aviation community. The NGPA will also enhance the mission of Embry-Riddle Aeronautical University through promoting diversity and inclusion on campus.

ARTICLE I
Name

The name of the organization shall be National Gay Pilots Association (NGPA). For organizational purposes at the NGPA national level, this chapter shall be identified as the Embry-Riddle Aeronautical University NGPA Chapter and hereinafter be referred to as the “Chapter.”

ARTICLE II
Membership

Section A. Types of Membership

1. **Active** – Chapter members must hold membership with the National Gay Pilots Association at the national level. Members of the chapter may include students, employees and faculty members of Embry-Riddle Aeronautical University.
2. **Inactive** – a Chapter member shall be considered inactive if their membership with NGPA is not current or paid. Inactive Chapter members will not be eligible to vote, run for office, or receive Chapter-raised funding for events or activities.

Section B. Membership Qualifications

1. Members of the Chapter must meet the membership requirements outlined in the by-laws of the NGPA. Therefore, members of the Chapter must be members of the NGPA.

National Gay Pilots Association
Embry-Riddle Aeronautical University Chapter

2. Members of the Chapter must be actively associated with Embry-Riddle Aeronautical University.

Section B. Non-Discrimination Policy

1. No individual will be denied membership because of race, color, ethnicity, religion, national origin, sex, sexual orientation, romantic orientation, gender identity, age, protected disability, veteran status, height, weight, marital status, or being a parent/caregiver.

Section C. Selection of Members

1. A member may be considered a part of the Chapter if they meet the qualification of Section B and make a verbal request to an officer of the chapter to be considered a part of the Chapter roster.
2. New members may join the Chapter at any time during the semester.
3. If a new member requests, they may be notified of their membership within the chapter in writing from one of the chapter officers.
4. The president of the Chapter shall provide a roster of chapter membership to the NGPA Board of Directors or their designee at the beginning of every semester or when a new member joins.

Section D. Voting Privileges

1. Active Chapter members may vote on any issue or decision presented to the Chapter membership by the officers.
2. A Chapter member may cast their vote in person, on discord, or via any other means approved by the current officers.

Section E. Termination of Membership

1. Members of the Chapter may be terminated for violations of the NGPA by-laws.
2. Members of the Chapter may be terminated for a violation of Embry-Riddle Aeronautical University Student Codes.
3. A Chapter member may elect to end their membership voluntarily. Should a member elect to end their membership with the Chapter, they shall notify the President in writing via email. However, a member who no longer wishes to participate in Chapter activities is not required to provide a written resignation of membership.

Embry-Riddle Aeronautical University Chapter

2. Officers must meet the Membership Qualifications outlined in **Article II, Section B** of this Constitution.
3. In order to run for the office of the President, nominees must serve on the Executive Board for at least one academic year, with the exception of the first President of the Chapter.
4. Members who are nominated for an officer position must have a 2.75 G.P.A. and in good standing with the university. ~~They must also hold a student pilot certificate.~~

Selection of Officers

1. Nominations for Executive Board positions for the following year shall be taken at a general membership meeting at the end of each spring semester. The date for the nomination process shall be reasonably set in advance by the Chapter's Executive Board.
2. Nominations may be accepted or denied by the nominee at the time of nomination and the nominee must be present at the time of nomination unless they are unable to make it due to an emergency considered to be or linked to an "act of god."
3. A candidate may run for more than one Executive Board position.
4. A vote for the Chapter's Executive Board positions shall be the meeting following held for nominations for the executive board positions with there being 2 weeks for the nominations to sit.
5. During the meeting at which a vote for the Executive Board positions will be held, each nominee shall be given the chance to speak to the Chapter membership if they desire to do so.
6. The voting process will be by secret ballot, and the results will be tallied by the Secretary.
7. The individual with the most votes will be elected to the Board position for which they were nominated.
8. The results of the vote shall be released to the members upon completion of the tally by the Secretary in a method that seems fit to the Executive Board.
9. Terms for Executive Board officers will begin the last day of the spring semester and shall last until the last day in the spring semester of the following year.

Filling Vacancies

National Gay Pilots Association
Embry-Riddle Aeronautical University Chapter

1. If the President must leave office at any point prior to the end of the term, it will be the responsibility of the Vice President to assume the title and duties of the President.
2. If the Vice President must assume the responsibilities of the President, the Executive Board shall vote to fill the vacant Vice President office.

Section E. Recall of Officers

1. In the event an active Chapter member, the Executive Board, or University official finds that a member of the Executive Board has failed to perform their duties, violated the constitution of the Chapter, or negatively represented the Chapter or the NGPA, they shall be subject to removal and impeachment.
2. A member of the Executive Board can only be impeached by popular vote of the members of the entire Chapter.
3. The 2/3rds majority shall carry the vote.
4. A motion to impeach an Executive Board member must be stated at a regularly scheduled Chapter membership meeting and the motion must be seconded.
5. The member making the motion must be an active member with dues paid and support the motion, if seconded, with arguments supporting the impeachment of the officer at that meeting.
6. The member facing impeachment has the right to make arguments defending their actions and position before a vote is cast by the membership.

ARTICLE IV
Finances

Section A. On-campus Accounts

1. The Chapter will follow and be subject to all Embry-Riddle Aeronautical University policies, procedures, and practices regarding the Chapter's accounts and finances.

Section B. Off-campus Accounts

National Gay Pilots Association
Embry-Riddle Aeronautical University Chapter

1. The Chapter shall not establish or maintain off-campus bank accounts. In the event that on-campus student organization accounts are not available to the Chapter, then the NGPA will manage the Chapter's finances directly.

Section C. Dues, Assessments, or Initiation Fees

1. Dues shall not be required of members of the Chapter.
2. In accordance with NGPA by-laws and **Article II, Section B** of this document, the only dues required of a member of the Chapter are those dues required to be a member of NGPA.

Section D. Financial Policy

1. The current Financial Board will audit the financial books and records at least once a year.
2. The Financial Board shall provide records of all Chapter financial transactions, including a comprehensive record of all deposits to and withdraws from the Chapter's account to the NGPA immediately upon request.

Section E. Disposition of Non-University Funds in the Case of Inactivation

1. If the Chapter becomes inactive or ceases to exist permanently, the remaining monies will be reverted to the NGPA.

ARTICLE V
Statement of Compliance

The Chapter will comply with all Students Activities Office and University policies, procedures, and practices; and all applicable local, state, and federal laws.

Section A. Registration/Reactivation

1. The Chapter founder will be designated to complete and follow-through on the requirements for the registration process as set forth by the Student Activities Office.
2. The Executive Board will be designated to complete and follow-through on the annual reactivation process as set forth by the Students Activities Office.

ARTICLE VI
Meetings

National Gay Pilots Association
Embry-Riddle Aeronautical University Chapter

Section A. Frequency of Meetings

1. Regularly scheduled Chapter meetings will be held at a time and location per Executive Board rulings.
2. The Chapter shall have a meeting at a frequency of no less than one per month, but may elect to have meetings more frequently.

Section B. Quorum

1. Quorum is the total number of Chapter members in attendance at a meeting in order to conduct official organization business.
2. The required quorum for general Chapter meetings is at least $\frac{1}{4}$ of the total Chapter members.

ARTICLE VII
Advisors

Section A. Advisors

1. Advisors shall be Embry-Riddle Aeronautical University faculty chosen by the Chapter who are actively involved in diversity in aviation. They shall be selected on the basis of their interest and activity in diversity in aviation.
2. Advisors shall represent the Chapter and its members to the administration of Embry-Riddle Aeronautical University. Advisors are encouraged to participate in events related to the Chapter and Chapter meetings. Advisors have the right to speak during any meeting.

ARTICLE VIII
Amendments

Section A. Constitution

1. The Chapter or NGPA may choose to amend this Constitution at any time.
2. To make an amendment to this Constitution, any Chapter member may present an issue to the Executive Board for consideration to amend the Constitution. The Executive Board may originate an issue for consideration to amend the Constitution and shall decide if that issue should be brought to a vote to amend the Constitution. The proposed amendment must be discussed at a general

National Gay Pilots Association
Embry-Riddle Aeronautical University Chapter

Chapter membership meeting. The proposed amendment to the Constitution must be presented to the Chapter members one meeting prior to voting.

3. The adoption of all amendments to the Constitution will require a popular majority vote (at least 2/3 of Chapter members voting in favor).

ARTICLE IX
Bylaws

Section A.

1. The Chapter shall abide by the by-laws created and maintained by NGPA.