

# The Constitution of the M.I.T. Literary Society

## Article I: Purpose

The purpose of the M.I.T. Literary Society is to enhance students' appreciation for reading outside of the classroom by creating a forum that encourages peer discussion of literature.

## Article II: Membership

1. Any member of the M.I.T. community is eligible to become a member of this organization. One is considered a member of this organization in any given academic term if he or she has attended at least half of the group meetings in the current term.
2. The membership of this organization will at all times contain at least 5 MIT students and be more than half M.I.T. students.
3. This organization will not discriminate based on any characteristic listed in M.I.T.'s Nondiscrimination Statement, which states that the Massachusetts Institute of Technology is committed to the principle of equal opportunity in education and employment. The Institute does not discriminate against individuals on the basis of race, color, sex, sexual orientation, gender identity, religion, disability, age, genetic information, veteran status, ancestry, or national or ethnic origin in the administration of its educational policies, admissions policies, employment policies, scholarship and loan programs, and other Institute administered programs and activities, but may favor US citizens or residents in admissions and financial aid.
4. If this organization charges any monetary dues, there will be exceptions made for students that cannot afford these dues.

## Article III: Officers

1. This organization will have an executive committee consisting of at least five officers:
  1. **President (or Co-President)**
    1. The president shall be the official representative of the group to any other organization and to MIT.
    2. The president will preside over all meetings.
    3. The president is responsible for determining when meetings are and publicize this to the group.
    4. The president shall notify the MIT Literature Department of book selections.
    5. The president shall notify the MIT Literature Department and the MIT Libraries every semester of group activities and progress.
  2. **Vice President (contingent upon the presence of one President)**
    1. In the event that the president will be unable to preside over a meeting, the vice president shall assume the responsibilities of the president.
    2. The vice president will preside over all meetings.
    3. The vice president will assist the president with event planning and other executive affairs.
  3. **Treasurer**
    1. The treasurer shall be responsible for the finances of the group.

2. The treasurer shall be responsible for coordinating monthly transactions between the group and co-sponsors' accounts.
3. The treasurer shall be responsible for processing reimbursements and making charges to the group account.
4. The treasurer is required to sign all checks/vouchers of the group.
4. **Secretary**
  1. The secretary shall be responsible for documenting the proceedings of the group and executive committee meetings.
  2. The secretary (acting as Reservation Signatory) will make room reservations for group meetings.
5. **Publicity Chair**
  1. The publicity chair shall be responsible for postering at the beginning of every semester to recruit new members.
  2. The publicity chair will develop and gather the materials to be distributed at the ASA's Activity Midway.
  3. The publicity chair shall coordinate all publicity efforts, including the development of posters for each selection.
6. **Webmaster**
  1. The webmaster shall maintain a group webpage that will be updated weekly to reflect changes in group activities.
  2. The webmaster shall set up polls for determining the group's book selections, and inform the other officers about the results of the polls.
7. **Social Chair**
  1. The social chair shall be responsible for purchasing all refreshments for member meetings.
  2. In the event that the social chair is unable to make such purchases, he/she shall delegate this responsibility to another member.
  3. The social chair shall research and plan special events for the group. A special event is any group activity other than the regular bimonthly meetings.
  4. The social chair shall oversee event logistics for any special event.
  5. In the event that no officer is elected for social chair, the duties of social chair are given to the co-presidents/vice-president.
2. All officers of this organization must be distinct persons and MIT students.
3. **Elections:**
  1. Elections of officers shall occur every calendar year, with elections being held in November.
  2. The term of office runs from January until December of the calendar year. December shall serve as a transitional period.
  3. The President/Co-Presidents shall be elected before the other executive board positions are filled.
4. **President/Co-Presidents**
  1. Only members who have served on the executive board for at least one year are eligible to run for the office of President/Co-Presidents.
  2. The current executive board will select the President/Co-Presidents. Quorum for presidential elections is two-thirds of the executive board.

3. Candidates shall prepare a short explanation of why he/she should be elected and present it to the executive board.
4. If more than two people are running and no one wins a majority, then the person with the fewest votes is dropped from the ballot and votes are recast.
5. The President/Co-President is elected if he or she wins a majority of the executive board's votes.

**5. Positions other than President/Co-President**

1. Any member of this organization is eligible to run for office, with the exception of the position of President/Co-President.
  2. Any member who runs for an office other than President/Co-President must complete a formal written application. The new President/Co-Presidents shall conduct interviews with each applicant.
  3. The new President/Co-Presidents shall make final decisions regarding new officer positions.
4. **Removal:** Officers may be removed by a two-thirds vote of the executive committee.

**Article IV: Constitutional amendments**

1. Constitutional amendments may be proposed by any member of the organization.
2. Quorum for constitutional amendments is one half of the active member group.
3. An amendment is passed if a majority of the members present vote in its favor.

**Article V: Meetings**

1. Meetings shall be held at least every month.
2. Meetings shall be presided over by the president (or co-president), unless she is absent, and in that case the vice president shall preside.
3. All decisions shall be made by a majority vote of all members present.
4. Quorum for a meeting shall be one half of the members of the organization.

**Article VI: ASA Governance Clause**

The MIT Literary Society agrees to abide by the rules and regulations of the Association of Student Activities, and its executive board. This constitution, amendments to it, and the by-laws of this organization shall be subject to review by the ASA Executive Board to ensure that they are in accordance with the aforementioned rules and regulations.