
The University of North Texas at Dallas
Bilingual/ESL Education Student Organization
(B.E.S.O) University of North Texas at Dallas

CONSTITUTION AND BYLAWS

ARTICLE I – NAME

The name of this chapter shall be the Bilingual/ESL Education Student Organization (BESO) at the University of North Texas at Dallas.

ARTICLE II – PURPOSE

The general purpose of the Bilingual/ESL Education Student Organization (BESO) is:

1. To provide an effective organization that promotes bilingual/ESL/bicultural education.
2. To facilitate the sharing of information and resources between students and faculty interested or enrolled in bilingual/ESL/bicultural education at the University of North Texas at Dallas.
3. To promote training programs designed to prepare bilingual/ESL/bicultural educators.
4. To publicize bilingual/ESL/bicultural education, particularly emphasizing the nature and need for such education.
5. To build a rapport/educate parents and other members of the community as to the purposes of bilingual/ESL/bicultural education.
6. To provide a means of uniting the Bilingual Education Students for the purpose of enhancing professional and social growth.
7. To help promote recruitment of others into the Bilingual/ESL Program at the University of North Texas at Dallas.
8. To support the Texas Association for Bilingual Education (TABE) and the National Association of Bilingual Education (NABE) in addressing legislative issues at the state and national level which affect the educational needs of linguistically and culturally diverse children.

ARTICLE III

Section I – Officers

The officers of this association shall be a President, President-Elect, Vice President, Secretary, Treasurer, and Historian. All officers must be active members of BESO and members of TABE.

Section II – Election of Officers/ Advisor

The method of election shall be by written ballot during the final general meeting of the spring semester. No person may be elected to the same office for more than one term.

Officer Eligibility only if:

1. Good Academic Standing
2. Term of office must not run into PDS II or Block term.

Vacancies occurring between elections in any office shall be filled by appointment of the President with approval of the Executive Committee (Except the office of the President which shall be filled by the Vice-President).

All officers and advisor shall assume their duties on June 1st of each year.

Section III – Duties of Officers

The President shall:

1. Preside at all meetings of the association and the Executive Committee.
2. Approve all official communications sent in the name of our organization.
3. Be responsible for maintaining communication with the National Association of Bilingual Education (NABE), and the Texas Association for Bilingual Education (TABE) and the appropriate University office.

The President-Elect shall:

1. Encourage attendance at all meetings and chair the Membership Committee.
2. Shall attend and/or function as President at meetings and conferences in the absence of the President.

The Vice-President shall:

1. In the absence of the President, assume the duties of that office.
2. Chair the Programs Committee.

The Secretary shall:

1. Keep a record of all meetings of the association and of the Executive Committee.
2. Prepare and keep on file a correct list of the names and addresses of the members of the Executive Committee and of the organization.
3. Communicate information regarding meetings to members, affiliates, and the general public.
4. Shall transfer of files of Records to his/her successor at the close of the term office within 14 business days.

The Treasurer shall:

1. Receive and disburse all monies with the approval of the Executive Committee. Funds shall be deposited into the organization's university account.
2. Sign all purchase orders authorized by the Executive Committee. The Treasurer and Advisor or Administrative official shall sign all purchase orders.
3. Keep an accurate ledger of receipts and expenditures, shall report the financial status at each meeting for the minutes.
4. Keep an accurate record of all members paying dues.
5. Serve as chair of the Finance Committee.
6. Submit a written annual report at the final meeting of the year for that committee.
7. Release to the successor, within 14 days of vacating office, all books, records, and papers as well as receive a listed receipt from the incoming Treasurer.

The Historian shall:

1. Edit a monthly newsletter as well as chair the Communications Committee.
2. Keep a scrapbook with memorabilia and photos of all BESO activities and events. **Files of records shall be transferred by each officer to the successor within 14 days of vacating office**

ARTICLE IV

Section I – Executive Committee

Members of the Executive Committee shall be the elected officers and chairperson(s) of the standing committees.

Section II – Meetings

The Executive Committee shall set dates for general meetings and additional meetings as needed. The Executive Committee shall meet once a month or at other times at the call of the President or at the call of the majority of the Executive Committee. It shall be the duty of the committee to act upon matters of business which are to be presented at the regular meetings of the association and to fill vacancies which may arise.

Section III – Vacancies

In the event of the resignation, death, or absence of a member of the Executive Committee for three consecutive meetings of the committee, without justification, that office shall be declared vacant by the President or majority of the Executive Committee.

In the event that the President or Vice-President vacates office, such vacancies shall be filled by majority vote of the Executive Committee.

Section IV – Duties and Powers

Upon the Executive Committee shall rest (in the interim of the regular meeting) the duties, responsibilities, and authority for the conduct of the association in all matters.

ARTICLE V – STANDING COMMITTEES

There shall be six Standing Committees: (1) Legislative Committee, (2) Education Committee, (3) Membership Committee, (4) Finance/Fundraising Committee, (5) Communication and (6) Programs Committee.

1. The Legislative Committee shall be a “watch dog” on matters of legislation affecting bilingual/ESL/bicultural education in Texas and it shall bear the responsibility of keeping the members posted on these matters.
2. The Education Committee shall collect and organize educational materials so that members can use for classroom purposes.
3. The Membership Committee shall be chaired by President-Elect. This committee shall be responsible for promoting membership.
4. The Communications Committee shall be chaired by the Historian. The committee shall have the responsibility for the establishment of the guidelines for the chapter’s publications. The committee shall also be responsible for advertising all BESO meetings and events on and off campus according to the University regulations.
5. The Programs Committee shall be chaired by the Vice-President. This committee shall be responsible for planning and promoting the activities of the organization. They are responsible for the planning and presentation of at least two workshops or symposiums per academic year.

6. The Finance/Fundraising Committee shall be chaired by the Treasure. This committee shall be primarily responsible for the preparation of a budget annually or when deemed necessary by the Executive Committee. It shall also be responsible for the participation in the financial planning of organizational activities. This committee shall be responsible for scheduling all fund raising events according to University regulations.

ARTICLE VI – AFFILIATION

The University of North Texas at Dallas Bilingual/ESL Education Student Organization shall be an affiliate with the Texas Association for Bilingual Education (TABE).

Section I.

TEXAS ASSOCIATION FOR BILINGUAL EDUCATION CONSTITUTION AND BY LAWS

CONSTITUTION

ARTICLE I

NAME

The name of this organization shall be the Texas Association for Bilingual Education (TABE), hereinafter referred to as TABE or the Association

ARTICLE II

PURPOSE

TABE has been organized to serve the following purposes:

A. This Association is organized exclusively for charitable, educational purposes, including, for such purposes, the making of distributions to organizations which qualify as exempt organizations under section 501 c (3) of the Internal Revenue Code, or corresponding section of any future federal tax code;

B. As limited by Section A, above, to serve as a professional association for persons interested in Bilingual Education, and English for Speakers of Other Languages (ESOL);

C. As limited by Sections A, above, to review and analyze the State of Bilingual/Bicultural Education in Texas schools and exchange ideas and practices for more effective implementation;

D. As limited by Section A, above, to study legislation at the State and National level affecting the educational needs of linguistically and culturally diverse children; and

E. As limited by Section A, above, to exchange educational data, studies, ideas, practices and information with policy-making bodies, such as the Texas Legislature, the State Board of Education, the Texas Education Agency, State Board for Educator Certification and the United States Department of Education.

**ARTICLE III
MEMBERSHIP
SECTION 1: ELIGIBILITY**

- A. Membership shall be open to all persons interested in advancing the cause of Bilingual/Bicultural Education.
- B. Members shall support the goals and objectives of TABE and shall abide by this Constitution and By Laws.
- C. Members shall maintain membership in their local TABE chapter where available.
- D. Members shall be encouraged to maintain membership in the National Association for Bilingual Education (NABE) and the Executive Board Members shall be required to maintain membership in NABE at the Association's expense.
- E. Membership shall not be denied on the basis of race, color, national origin or sex.

SECTION 2: CLASSIFICATION

There shall be five (5) categories of membership: regular, student, patron, parent and lifetime membership.

- B. Student members may be full-time undergraduate college or university students enrolled in a minimum of twelve (12) semester hours and may be an active member of a Bilingual Education Student Organization (BESO) affiliate.

**ARTICLE IV
STATEMENT OF NON-DISCRIMINATION**

- A. This organization shall not discriminate on the basis of age, color, ethnicity, gender, national origin, disability or handicap, race, religion, sexual orientation, or veteran status. This policy will include, but is not limited to, recruiting, membership, organization activities or opportunities to hold office.
(As exempted by Federal Law, Greek Social organizations may omit gender.)

**ARTICLE V
AFFILIATE STRUCTURE
SECTION 2: PROCEDURES FOR AFFILIATION**

Annually, a local affiliate shall:

- A. Elect officers (President, President-Elect, Vice-President, Secretary, Treasurer, and BESO Student Representative); NOTE: the President may appoint, with

Board approval, the following positions: Parliamentarian, Committee Chairs (i.e., Public Relations, Newsletter, etc.)

B. Submit a Constitution to the Constitution Committee Chairperson/TABE office;

C. Upon approval of the Constitution and/or By Laws, submit affiliation fee of \$10.00; and

D. Receive a Charter of Affiliation annually from the TABE Executive Board.

Retrieved from: www.tabe.org

ARTICLE VI – MEMBERSHIP

Students, Faculty, and Staff of the University of North Texas at Dallas, interested in bilingual/ESL/bicultural education may become members of the Bilingual/ESL Education Student Organization. All people joining the University of North Texas at Dallas Bilingual/ESL Education Student Organization shall become members of the Texas Association for Bilingual Education, be accepted by a majority vote of members present at the time of initiation, and pay required dues and fees.

ARTICLE VII – DUES

Student membership will require payment of \$20.00 for BESO's semester dues or \$30.00 annual dues which will make the member eligible for holding office and voting on association matters. Faculty and staff may become members by payment of \$25.00 for BESO's annual dues. Associate members are not eligible for holding office or voting on association matters.

ARTICLE VIII – NOT-FOR-PROFIT STATEMENT

This is a not-for-profit organization.