

The Bylaws of the Lutheran Student Movement of the United States of America

Updated December 2008

Article I – Membership

- A. Members of LSM-USA shall be any individual who is enrolled in one or more of the instructional programs of any established institution of post-secondary education in the United States, and declares affiliation with LSM-USA by attending the annual assembly. Members need not be affiliated with any specific Lutheran body such as a church or campus ministry, but should in some way identify with Lutheran tradition.
- B. Associate members of LSM-USA may include those individuals who are not students, but who find an identity in the Christian faith as confessed by the Lutheran churches. Associate members shall have voice but not vote.
- C. Honorary members of LSM-USA shall include those individuals who, in the judgment of the Legislative Assembly, have made a significant contribution toward the realization of the mission of LSM-USA. Honorary members shall have voice but not vote.

Article II – Voting Procedures

- A. Each member group shall be granted one vote at the Legislative Assembly. A member group is composed of all members present at the legislative assembly who attend the exact same established post secondary institution of education. If an institution has only one member present, that one member shall be the member group. If an institution has multiple campuses, each campus will be one member group.
- B. The right of voice at the Legislative Assembly shall be granted to all members of LSM-USA.
- C. The legislative committee shall determine membership as per these bylaws at the Legislative Assembly.

Article III – The regions

- A. The regions of LSM-USA shall be as follows:
 1. Region 1 (PAC-Northwest): Alaska, Idaho, Montana, Oregon, Washington
 2. Region 2 (PAC-Southwest): California, Hawaii, Nevada
 3. Region 3 (Desert Southwest): Arizona, New Mexico, Western Texas
 4. Region 4 (Rocky Mountain): Colorado, Utah, Wyoming
 5. Region 5 (Tri-Otas): Minnesota, North Dakota, South Dakota
 6. Region 6 (Central Midwest): Iowa, Illinois, Wisconsin, Upper Peninsula Michigan
 7. Region 7 (Central) Kansas, Nebraska, Missouri
 8. Region 8 (ALTO): Arkansas, Louisiana, Texas, Oklahoma
 9. Region 9 (IMOK): Indiana, Lower Michigan, Ohio, Kentucky
 10. Region 10 (NELSM): New York, Vermont, Rhode Island, Maine, Connecticut, Massachusetts
 11. Region 11 (MALSM): Pennsylvania, New Jersey, Delaware, West Virginia, Maryland, D.C.
 12. Region 12 (Blue Ridge): Virginia, Tennessee, North Carolina
 13. Region 13 (GALSM): Mississippi, Alabama, South Carolina, Florida, Georgia, Virgin Islands, Puerto Rico
- B. Regional boundaries may be adjusted by majority vote of the Legislative Assembly.

Article IV – The council

- A. Voting members of the council shall include members of the Executive Committee and one representative from each region of LSM-USA.
- B. Regional representatives to the Council shall be elected according to the practice of each region no later than the conclusion of the annual conference. Each region shall select an alternate representative who shall serve in the absence of the regional representative or in the event of a vacancy in the office of regional representative.
- C. Non-voting members of the Council shall include advisors, staff of LSM-USA, and any persons whom the Council of the Legislative Assembly shall so designate.
- D. All members of the Council shall assume office at the conclusion of the annual conference.

- E. The Council shall meet at the immediate conclusion of the annual conference, at least once between meetings of the Legislative Assembly, and at least once in conjunction with the annual conference. Additional meetings may be called at the discretion of the President or at the request of one-third (1/3) of the voting members of the Council. With the exception of those meetings held in conjunction with or at the immediate conclusion of the annual conference, notice of all meetings shall be given to all members of the Council at least thirty (30) days prior to each meeting.

Article V – The executive committee

- A. The executive committee shall be elected in a secret ballot from voting members of LSM-USA who are in attendance at the annual conference; the candidate with the most votes shall be elected.
- B. No officer shall serve more than two terms on the executive committee.
- C. In the absence of the president or in the event of a vacancy in the office of president, the duties and office shall be assumed by the vice-president.
- D. In the absence of any member of the executive committee or in the event of a vacancy in any office of the executive committee, the duties and office shall be assumed by another member of the executive committee or by a member of the council upon election by vote of a majority of the council.

Article VI – Advisors

- A. The Council shall select at least one advisor from among Lutheran campus ministry personnel in the United States.
- B. Additional advisors shall include the appropriate staff members within the unit of Vocation and education as set forth by the ELCA, and any other persons whom the council may designate.

Article VII – Contributions

Groups and individuals who are or were members of LSM-USA are encouraged to make financial contributions to the best of their ability in support of LSM-USA.

Article VIII – Quorum

- A. A quorum for the transaction of business, etc., at meetings of the Council or the Executive Committee shall be a majority of the voting members of those respective bodies.
- B. A quorum for the transaction of business, etc., at the Legislative Assembly shall be a majority of the voting members of LSM-USA who are in attendance at the annual conference.

Article IX – Committees

- A. The appointment and instruction of committees shall be the province of either the Council or the Legislative Assembly. However the following committee structure is recommended:
 - 1. Legislative;
 - a. Be responsible for all affairs regarding the LSM-USA constitution and bylaws
 - b. Lead legislative affairs at the assembly
 - c. Offer guidance and counsel on all legislative issues
 - d. Monitor, record, and report national and regional instances of non-compliance to the LSM-USA constitution and bylaws
 - 2. Diversity and Service Learning
 - a. Establish and promote a national service learning theme
 - b. Raise awareness of social injustices
 - c. Create, maintain, and monitor relationships and/or partnerships with social ministry organizations
 - 3. Public relations and marketing
 - a. Maintain LSM-USA Website
 - b. Publish LSM-USA Newsletter (New Frontiers) twice a year
 - c. Review all LSM-USA publications annually
 - d. Promote LSM-USA and its various programs and events

- e. Relay information regarding LSM-USA to LCMs, LSMs, ELCA Colleges and other pertinent organizations
- 4. Assessment
 - a. Create and distribute an annual report to all appropriate entities and organizations
 - b. Evaluate LSM-USA and its mission, and identity statements annually
 - c. Advise and assist the executive committee of LSM-USA in guiding and focusing LSM-USA's future and goals
 - d. Asses how to develop LSM members at local campuses
 - e. Works to solve problems of LSM-USA in order for the movement to continue its mission
- 5. Finance
 - a. Manage and monitor LSM-USA Budget
 - b. Create and present finance report to the national assembly

Article X – Parliamentary Authority

In all procedures not covered by its Constitution and Bylaws, LSM-USA shall be governed by Robert's Rules of Order as most recently revised.

Article XI – Amendments

These Bylaws may be amended by a simple majority vote of the Legislative Assembly, provided that notice of each proposed amendment shall have been given to all members of LSM-USA at least ninety (90) days prior to the Legislative Assembly. Exceptions are noted above.

Article XII – Regional Responsibility

- A. Regions shall be required to submit an annual budget to the appropriate party of LSM-USA immediately after the region's first retreat of the year or by the first day of March.
- B. Regions must possess a bank account
 - 1. Signers shall include the regional president, the regional treasurer, and at least one regional advisor.
 - 2. A year end summary of all regional accounts shall be rendered to the LSM-USA secretary in December
- C. Regions shall maintain a record of events, finances, procedures, documents including legislation, and any other pertinent information to the welfare for the future of the region within a physical or digital file. This file shall be maintained by the region's president.
- D. Regions shall ensure that LSM-USA has the most current and up-to-date constitution and bylaws on file. If a regional constitution or bylaws is updated, the new file shall be submitted to the appropriate parties in LSM-USA.
- E. Regions shall be responsible for designating and sending a representative to all LSM-USA national council meetings each year.
 - 1. Regions shall be financially responsible for sending their representative to one (1) national council meeting per year.
 - a. Regions may individually determine where the financing comes from.
- F. Regions shall be responsible for advertising and promoting all national events and programs.
- G. Regions shall submit an annual covenant of commitment to LSM-USA. This pledge shall be signed by the regional president and advisor after approval and support of the regional body. This document shall be submitted to the secretary of LSM-USA immediately following the first regional retreat of the calendar year or by the first day of March.