Constitution of UNCG QSU

The constitution of the Queer Student Union of the University of North Carolina at Greensboro voted into effect April 12th, 2015

This constitution will be made available to the General Body via the UNCG QSU website, Facebook page and from Executive Board members every semester. UNCG QSU will consist of its members, an Executive Board, an Advisor(s), and committees.

Preamble:

We the members of the Queer Student Union of The University of North Carolina at Greensboro, in order to promote and represent diversity, individuality, equality, and social awareness of gay, lesbian, bisexual, transgender, queer, questioning and straight allied issues, will establish a social network, advocate health and wellbeing to UNCG QSU members and work to educate the University Community and create awareness in relation to queer and trans issues and concerns. We will abide by this Constitution.

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Article I: Nomenclature:

Acknowledging the diversity and multiple dimensions of queerness, gender identities and expressions, and narratives within the queer community on campus, and the queer community as a whole, this organization will officially be known as “The Queer Student Union of The University of North Carolina at Greensboro”, “UNCG QSU” in shorthand. We choose and affirm this name as an organization as an inclusive and equitable term which speaks to the grand spread of queer identities and the fullness of the queer narrative. We recognize the history of the term queer, as well as its theoretical application, and it is in the spirit of reclamation and veracity of narrative that we choose this name for ourselves.

Article II: Mission Statement:

1. UNCG QSU will strive to be a resourceful organization, to promote awareness of queer issues and establish an open social network for its members. We strive toward our mission to serve the members of the Queer Student Union at the University of North Carolina Greensboro via weekly meetings, social functions, and community outreach.

2. We the students and faculty of the Queer Student Union of the University of North Carolina at Greensboro, firmly believe that anti-racism work is queer work. This work is vital to the greater goal of liberation for all and the advancement of our community. The voices of queer and trans people of color have long been silenced and as such we strongly assert that it is our duty to raise up and amplify these voices in our community. This entails, but is not limited to:

i. Partnering with historically black colleges and universities

ii. Partnering with community organizations which center queer and trans people of color in their work

iii. Partnering with campus organizations which center people of color of all orientations and gender identities in their work

iv. Supporting and standing in solidarity with undocumented students

v. Maintaining a zero tolerance policy for racism in our organization, here defined as the intersection of prejudice (economic, social, judicial) and privilege (economic, social, judicial)

vi. Sharing and providing community resources for the physical, mental, and social wellbeing of our members and community

vii. Acknowledging and celebrating the work and achievements of queer and trans people of color

viii. Providing a safe, affirming, and equitable space for queer and trans people of color, and undocumented students

We as an organization hold firm to our commitment to racial justice, equity, and empowerment. We hold that racism is antithetical to liberation, and that true social justice and liberation cannot come from any movement which is not fully inclusive of queer and trans people of color and undocumented people. It is our duty to love and care for one another, and it is in this spirit that we as an organization stand in solidarity with queer and trans people of color and undocumented people.

3. Gender expression and identity are important facets of individual identity, and inform our social interactions and relationships with the world at large. We as the Queer Student Union believe that self-determination and agency, particularly as it pertains to gender identity and expression, is an inalienable right of all people. We as an organization manifest our commitment to this belief in the following ways, but do not limit ourselves to them:

i. Maintaining correct pronoun usage for all students

ii. Conducting all inquiries regarding pronouns in a respectful and dignified manner

iii. Affirming and respecting the gender identities and expressions of all members

iv. Maintaining a zero tolerance policy for sexism (including misogyny and misogynoire) and transphobia (including transmisogyny, transmisogynoire, and cissexism)

v. Standing in solidarity with trans, gender non-binary, genderqueer, bigender, and agender students, as well those who identify under other iterations of gender

vi. Providing resources and community support for trans, gender non-binary, genderqueer, and agender students, as well those who identify under other iterations of gender

vii. Partnering with organizations which center trans and gender non-conforming people in their work

viii. Providing a safe, equitable, and inclusive space for trans, genderqueer, gender non-binary, agender, bigender, and agender students, as well as those who identify under different iterations of gender

We as an organization hold firm to our commitment to gender equity and empowering those who have been oppressed because of their gender identity or expression. It is our duty to love and care for all members of our community and in that spirit we commit ourselves to the liberation of our community and all the genders and expressions therein.

4. We as an organization hold that these statements form the core ethos of this organization, and as such form our policies and guide our actions. All members in the organization are expected to familiarize themselves with these statements, as they represent the hopes and expectations of this organization. We hold that the practices and paradigms of oppression have no place in this organization, and as such all violations of these statements will be taken seriously and considered grounds for revocation of membership, this being done in the best interests of the organization and the protection of its members.

Article III: Membership:

Section A: Membership Types

Membership will be open to all students, faculty, staff, and members of the community regardless of race, religion, national origin, age, disability, difference in ability, ethnicity, gender, sex, gender identification, sexual orientation, and veteran or marital status. There will be three levels of membership in the Queer Student Union of the University of North Carolina at Greensboro.

Membership:

1. Active Membership Definition:

a. Has/Is any of the below qualifications:

i. Attended 4 meetings or 3 consecutive meetings per semester

ii. A currently enrolled student at the University of North Carolina at Greensboro

b. Benefits:

i. Voting all elections

ii. Eligibility to run for Executive Board and Committee Chair

2. Inactive Membership Definition:

a. Has/Is any of the below qualifications:

i. Not attended 4 meetings or 3 consecutive meetings per semester

ii. Not a current student enrolled at the University of North Carolina at Greensboro

b. Benefits:

i. Voting eligibility in polling designated for all members or Active and Inactive Members

3. Community Membership:

a. Is:

i. Not a student of the University of North Carolina at Greensboro

ii. Shown to have attended 4 meetings or 3 consecutive meetings

iii. Is an alumnus/alumna of the University of North Carolina at Greensboro, or is associated with a community organization which centers or engages with queer issues and concerns.

4. Associate Membership:

a. Is:

i. Currently enrolled as a student at a community college, university, or other institute of higher learning

ii. A staff/faculty member or member of administration at a community college, university, or other institute of higher learning

iii. Shown to have attended 4 meetings or 3 consecutive meetings

Every semester all general body members will start as visiting members. Executive board members will be considered Full Active Members and adhere to the policy set for the Executive Board. Community and Associate Members will not be eligible to vote or participate in the voting process.

Section B: Terms of Active Membership

1. Active Membership will be established upon record of attending three consecutive or four non-consecutive General Body meetings per academic semester. Upon four consecutive absences per semester from General Body meetings, Active Members will be designated as Inactive Members. Inactive Members wishing to revert to Active Membership must attend three consecutive or four non-consecutive General Body meetings post their inactivity.

Section C: Attendance/Active Membership Log Policies

1. Only members of the Executive Board and the Advisor(s) will have access to the attendance logs and active member roster. Barring any legal obligation, officers and the advisor(s) will be prohibited from divulging any information contained therein. A member’s request of anonymity on attendance logs or membership rosters will be honored. Membership will be strictly confidential.

2. Attendance will be recorded at every meeting. The membership log will have the option to give name and contact information (either telephone number or email address). Upon record of a consistent name by attending two consecutive or three non-consecutive meetings, proof of attendance will be by signing the log. This information is confidential and the only persons to have access to this log are the current Executive Board and the Advisor(s).

3. In the event that a member wishes to remain anonymous, they are not required to record their attendance at any meetings. The individual should be informed to sign in under a chosen pseudonym, and to use said pseudonym on all future attendance logs. It is the responsibility of the Executive Board to help maintain a member's anonymity should it be requested.

Article IV: Organization:

Section A: Executive Board

The Executive Board (herein referred to as "Exec. Board", "Officers", or "Board") is charged with executing the provisions of this Constitution, thereby providing for the management of UNCG QSU and the organization's wellbeing. It will consist of a President, Vice President, Treasurer, Secretary, Event Planner, Community Organizer, Webmaster, and Historian. All Board members have the authority to assemble from the membership body the necessary assistance to complete tasks (Article IV, Section B).

1. General Requirements:

a. Officers are responsible for successfully satisfying the requirements of the

Office of Student Life and the Student Government Association in a timely manner.

b. Officers will attend the annual leadership conference in September.

c. Officers will establish and maintain Active Membership as defined in Article III,

Section B.

d. Officers will meet with the Advisor(s) upon Advisors’ request.

e.1. Officers will serve as a resource to the community and will see to their duties by maintaining set office hours. The Board must meet minimum Student Government Association ("SGA") office hour requirements for affiliated groups. Office hours must be logged in the executive log book. The office hour requirement of the SGA Representative may be fulfilled by attending SGA meetings.

e.2. Each Officer must hold a minimum of one office hour per week, at a scheduled time each week.

f. Officers will attend all General Body Meetings, with a maximum of two grace absences allowed per semester. Any absence from the General Body Meetings must be announced to the President or Vice President no less than 48 hours before the scheduled meeting time. Exceptions can be granted by a three-fourths vote by the Executive Board.

g. Officers will attend all Executive Board meetings, with one grace absence. Any absence from the Executive Board meeting must be announced to the President or Vice President no less than 48 hours before the scheduled meeting time. Exceptions can be granted by a three-fourths vote by the Executive board.

h. Officers will be responsible for conducting General Body Meetings, as delegated by the Executive Board.

i. Officers will maintain a log or manual of duties, activities, and event reports to assist in the orientation and training of new Executive Board members.

j. Officers will return university property in their possession to the university and remove personal items not related to UNCG QSU from the office in a timely manner.

k. New officers will attend all scheduled orientation sessions and become familiar with this constitution and available officer manuals. All officers (new and returning) must sign a form stating that they have read and understand the contents of the Constitution within one week of their inauguration.

l. Officers will be responsible to call for announcements at the start of all General Body meetings.

m. Officers will provide news, announcements, and/or contact information to the appropriate Board member (for posting to website, office referrals, and communications).

n. Officers will be responsible for the maintenance and security of office property and equipment.

o. Officers will review, maintain, and update the rules and regulations governing

UNCG QSU as needed (including, but not limited to, the constitution).

p. Officers will collaborate with the Committees to approve Committee Head elections.

q. Officers will be responsible for presenting and defending the budget before

SGA, with the Treasurer as required by SGA guidelines.

r. Officers will be responsible for overseeing the maintenance of attendance logs and the Active Member Roster.

s. All Executive Board members are required to attend at least one mandatory

Office of Student Life affiliation meeting (completing two hours of leadership education each semester).

t. The President and Vice President must jointly approve the delegation of organizational funds. The President and Vice President are also responsible for assisting the Treasurer in the planning and development of a budget as needed.

q. The Outreach Coordinator, Event Coordinator and/or Treasurer, and their respective committees, will collaborate as needed.

2. President

a. Will serve as official organizational liaison to the University and the community at large.

b. Will make an agenda and preside over all Executive Board meetings, and is responsible for determining the agendas or delegating responsibility appropriately.

c. Will preside over all General Body Meetings, and is responsible for determining the agendas or delegating responsibility appropriately.

d. Will assume or delegate to other Board members the duties of vacant Board positions until said position is filled.

e. Is responsible for the delegation of Board responsibilities to the appropriate Officer(s). The President will ensure that the duties of Board members are completed in a timely manner. The President will be held responsible and accountable for the completion of delegated tasks.

f. In the event that the Treasurer is unavailable, or the position of Treasurer is vacated, the President will assume that role until a new Treasurer is appointed.

3. Vice President (VP)

a. Will know the duties and responsibilities of the President.

b. Will be Acting President in the event of the President’s absence from any meetings/events (including, but not limited to, Exec. Board and General Body Meetings) and will assume the resulting responsibilities.

c. In the event that the position of President is vacated, the Vice President will assume the role of President and complete the term as Acting President.

d. Will ensure that the duties of the Executive Representatives (and their subsequent committees) are completed in a timely manner.

e. Will maintain consistent contact with Executive Representative and/or Chairperson of each committee to stay informed of their projects and problems. The VP will attend committee meetings whenever possible.

f. Will be responsible for ensuring that all activity reports for UNCG QSU are properly completed, and is responsible for collecting said reports upon their completion. It is the VP's responsibility to ensure that all Activity Reports are submitted to the appropriate person.

4. Treasurer

a. Will act as Executive Representative of the Fundraising committee (see Article

IV, Section B.2).

b. Will be responsible for keeping the Exec. Board up-to-date regarding financial matters of UNCG QSU.

c. Will be responsible for conferring with the President and VP on all budget requests/expenditures (see also Article IV, ii-h).

d. Will ensure all outstanding balances are paid on time.

e. Will participate in the financial planning of all current and upcoming projects in conjunction with the appropriate Officers and Committees.

f. Will interact on a regular, as-needed basis with the Office of Student Life Business Manager, and Treasurer of the SGA.

g. Will be responsible for the planning and development of a budget as deemed appropriate by the SGA and Executive Board; which must be approved by the Exec. Board and the SGA. Copies will be made available to Active Members.

h. Will be responsible for presenting and defending the allocation budget(s) before the SGA (with the assistance of another member of the Executive Board as needed).

i. Is responsible for collecting membership dues, and updating the Active Member roster accordingly.

j. Is responsible for developing effective methods for acquiring funding for UNCG QSU, with assistance from the Fundraising Committee.

5. Secretary

a. Is responsible for maintaining an attendance log of all Exec. Board meetings.

b. Is responsible for maintaining the Attendance Log for General Body meetings.

d. Will write press releases (with the assistance of the Executive Board if needed).

e. Will take minutes at all General Body meetings and all Executive Board Meetings.

f. Will keep and organize files of minutes, activity reports, receipt copies, and contracts. All filed documents must be kept in the UNCG QSU office. Copies of any filed documents will be made available to all UNCG QSU members upon request, including the constitution.

h. Will process all incoming written correspondence and all incoming email to uncgqsu@gmail.com, and will ensure that the messages are received by the appropriate Board member or Advisor(s).

i. Is responsible for maintaining the UNCG QSU listserv(s).

6. Event Planner

a. Will act as the Executive Representative of the Events Committee (see Article

IV, Section B.3).

b. Will work with Executive Board to plan meeting topics within the first month of the school year.

c. Will be responsible for logistics of all meetings throughout the year.

d. Will be responsible for planning the first month of meetings/topics/events for each semester. This first month of meetings/topics/events should be prepared no less than one week before the first meeting of the semester.

e. Will be responsible for finding and maintaining contacts to visit UNCG QSU to do presentations for various meetings. Event Coordinator is also responsible for sending "thank you" notes to speakers of meetings and events.

f. Will be responsible for assessing the needs and wants of the population of UNCG QSU as it pertains to planning future meetings and events; thereby also acting as a liaison between the Executive Board and the General Body of UNCG QSU.

g. Will create (and update, as needed) an accurate calendar of events, and will be responsible for making them available to all members of UNCG QSU upon request.

h. Will prepare alternative plans for all meetings/events/etc. if needed.

i. Will be responsible for developing, planning, and implementing activities for Fall Kickoff, with the assistance of the Board and Committees as needed.

8. Community Organizer

a. Will act as Executive Representative of the Outreach Committee (see Article

IV, Section B.4).

b. Will outreach to the population of UNCG QSU, the University of North Carolina Greensboro and the greater Piedmont Triad region as liaison(s) between UNCG QSU’s Executive Board and new, current, and potential members, as well as the greater community.

c. Will assist the Event Coordinator in the planning and/or advertising of future meetings/events as necessary.

d. Will devise effective ways of increasing and maintaining membership with assistance from the Outreach Committee.

e. Will be responsible for the production of flyers for meetings and events, with the assistance of the Outreach Committee. Copies of all flyers should be submitted to the Secretary for filing.

f. Will be responsible for assisting in developing, planning, and advertising activities for Fall Kickoff.

g. Will be responsible for creating, maintaining and/or updating an organizational brochure, copies of which will be made available to UNCG QSU members upon request.

h. Will be responsible for providing news, announcements, and/or contact information to the Secretary, and any other appropriate Executive Board member.

j. Will maintain a list of UNCG QSU contacts, to be updated throughout each semester, and to be made available to the other Board members when needed.

8. Historian

a. Will be responsible for taking photographs/videos at meetings and events.

b. Will be responsible for gathering and organizing records of the group, which includes (but is not limited to) documents, publications, flyers, photos and news articles pertaining to UNCG QSU and/or UNCG QSU activities. Historian will also make copies available to members upon request.

c. Will assist the other Board members in filing and organizing documents/flyers/brochures/etc.

d. Will share the responsibility for providing news, announcements, and/or contact information to the Secretary, and any other appropriate Executive Board member, as needed.

e. Will be responsible for organizing and maintaining archived files in the UNCG QSU office.

Section B: Committees

1. Executive Representatives:

a. Fundraising, Event and Outreach committees will be headed by a respective Board member, thus taking on the role of Executive Representative.

c. The Executive Representative will update the rest of the Exec. Board on committee activities and progress at the Executive Board meetings.

d. The Executive Representative is responsible for requesting funds from the UNCG QSU budget. The Executive Representative is responsible for appropriate documentation of all approved purchases, to be submitted to the Secretary for filing.

2. Chairperson:

a. The Committee Chair is to be appointed by each committee's Executive Representative, and will act as second in command within the committee.

b. The Chairperson must hold Active Member status.

c. In the event that the Executive Representative is unavailable, or the position has been vacated, the Committee Chairperson will assume the responsibilities and role of Acting Executive Representative.

3. Fundraising Committee.

a. Will be responsible for finding and executing effective methods of acquiring funds for UNCG QSU.

b. Will collaborate with the Event and Outreach committees when necessary.

c. Will assist the Treasurer in other related duties when necessary.

4. Event Committee

a. Will be responsible for planning future UNCG QSU meetings/events.

b. Will be responsible for decorations/supplies for UNCG QSU meetings/events as necessary. This includes set-up prior to and clean-up after the meeting/event.

c. Will assist the Event Coordinator in other related duties when necessary.

5. Outreach Committee

a. Will be responsible for advertising UNCG QSU, including (but not limited to) flyers, posters and brochures.

b. Will be responsible for assisting the Outreach Coordinator in developing creative and effective methods for increasing UNCG QSU's membership, as well as devising ways for UNCG QSU to interact with the larger community.

c. Will collaborate with the Event Committee when needed.

d. Will assist the Event Coordinator in other related duties when necessary.

6. Ad-hoc Committees

a. Ad-hoc committees may be formed for a specific purpose at the discretion of the Executive Board. Said committee will be chaired by an Active Member appointed by the Executive Board, and is responsible to the Vice-President. The committee chair will provide progress reports to the Vice-President on a timetable to be determined by the Vice-President. Budgeted funds will be made available by the Executive Board and dispersed by the Treasurer when appropriate.

7. Other Committee Responsibilities

a. Committees are responsible for assisting the Executive Board in the development and execution of UNCG QSU activities. When needed, committees will take on any other responsibilities that the Board deems appropriate.

Section C: Faculty/Staff Advisor(s)

1. UNCG QSU shall maintain at least one full-time faculty, staff, or graduate student Advisor in accordance with the regulations of the Office of Student Life.

2. The Advisor will maintain contact with UNCG QSU by attending at least five General Body meetings per semester and one Executive Board meeting per month, to be familiar with its programs and personnel.

3. The Advisor should demonstrate familiarity with University policies and procedures and help UNCG QSU to comply with them.

4. The Advisor will help in the training of new Board Officers and help them develop leadership skills.

5. The Advisor is to chair the Executive Board meeting during deliberation on an accusation to remove a Board Member and may only act to structure the discussion.

6. The Advisor(s) must be present at all election meetings and tally all votes. Should the Advisor(s) be unavailable, it is the responsibility of the Advisor to find an alternate from the Office of Student Life.

7. Advisor(s) who are no longer employed by the University or enrolled as graduate students are considered to have resigned if they do not do so on their own.

8. Advisor(s) will remain in position until the Advisor(s) resigns, or is asked to step down.

Article V: Meetings

UNCG QSU will operate by holding General Body and Executive Board meetings. As stated in Article IV, Section A, 2, b and c, the President will determine the agendas and preside over these meetings.

Section A: Executive Board meetings

a. Executive Board meetings will be held at least weekly during the academic year. During summer break the Executive Board will meet at least two times. Any board member absent will be informed of the meetings' goings-on, by the Secretary, in a timely manner.

b. Exec. Board meetings are for discussing UNCG QSU business such as Coordinator/Committee updates, financial proposals, etc.

c. The proceedings of the Executive Board meetings are to be as transparent as possible. As such, these meetings are open to all members.

d. Any decisions made in the Executive Board meetings which concern the organization as a whole shall be put to a vote by the voting members after being presented for approval.

Section B: General Body meetings

a. General body meetings throughout the academic year will be held weekly on a day that best accommodates the UNCG QSU Members as determined by simple majority vote no later than the third meeting of each semester. In the event that an alternate day is needed, a simple majority vote by the Active Membership is required for the change (see also, Article VII). General Body meetings will be centered on various support, educational, and social topics to be determined by the Event Coordinator in collaboration with the rest of the Exec. Board, and following a vote by the membership body of the organization.

b. In the event that a meeting needs to be cancelled, the President will make the decision. Should the President be unavailable, the Vice-President will make the decision. If the Vice-President should also be unavailable, the majority of the remaining Executive Board members will make the decision.

Section C: Policies Regarding Organizational Functions

1. Organizational functions will permit equal and open access for all, unless a majority vote by the Exec. Board and membership body deems otherwise.

2. Should a program or activity sponsored by UNCG QSU be deemed inappropriate for Associate Members under the age of eighteen (18) by the Executive Board, the Executive Board reserves the right to remove those Associate Members under the age of eighteen (18) from that program or activity.

Article VI: Motions and Voting

1. All Active Members (Article III, Section B) will have an equal voice in all

General Body meetings. Each Active Member has one vote.

2. Any Active Member may offer a motion at a General Body meeting. A member who wishes to make a motion during a meeting must notify the President (or other appropriate Board member) before the start of the scheduled General Body meeting. Motions, and subsequent voting, should take place in the beginning 15 minutes or ending 15 minutes of the General Body meeting.

3. Before a motion can be considered or discussed, another Active Member must second it.

4. The motion will be discussed. The Advisor(s) may limit discussion (if the Advisor is absent, the President may assume this role) if the discussion is not germane. The person making the motion should be prepared to answer questions about it.

5. After the motion is discussed, it may be withdrawn or amended by the member who proposed the motion, or amended by any Active Member; it may be passed or defeated by the voting members of the General Body; or tabled; or ruled out of order by the person presiding over the motion.

6. Types of votes that may be made on any given motion are as follows:

a. Yes, or in favor- b. No, or not in favor- c. Abstention- this vote is neither for nor against the motion. (Voting abstention is most appropriate when there is no clear opinion on the issue)

7. The motion will pass by a plurality vote.

8. The Executive Board may determine absentee voting on a case-by-case basis.

Article VII: Elections

Accepting the responsibility of an office is to be considered a very serious matter; all provisions of this constitution must be adhered to. In the event that the provisions of this constitution are not adhered to, the consequence is removal from office.

Section A: Nomination Protocol

Nominations for Officers will be opened the meeting after Spring Break and will close in two weeks, at which time elections will be held. There will be a separate vote for each office. Voting will take place in the order listed in Article IV, Section A. Persons nominated for multiple positions must take the first position they are voted into. No one person shall hold more than one office.

Section B: Eligibility

All nominees must meet Student Government Association requirements for the office to which they have been nominated.

Executive Board positions are open to Student Members (Article III, Section A) with Active Status

(Article III, Section B). The roles of President, Vice President and Treasurer are only open to Active Student Members who have maintained that status for a minimum of one semester.

Section C: Speeches

Nominees will be offered two minutes to address the general body at the election meeting prior to the vote. Candidates will also be allowed an online promotion to be posted to the UNCG QSU Facebook Pages. The promotion will not exceed two hundred and fifty words.

Section D: Voting Procedure

1. Elections will be conducted using an online voting system. The exact system that is used will be selected by the Executive Board each year.

2. Members of the Voting Body will be given a link that allows them to vote using the online system.

3. An explicit end time for the election must be set by the Executive Board for each election. The General Body must be notified of this time 2 weeks in advance.

4. All elections must include a “None of the Above” option for each candidate.

5. An election meeting will be scheduled for the last open day of voting. The meeting will include facilities that will allow General Body members to cast votes. At the conclusion of the meeting, the results of the election will be announced.

Section E: Election

The nominee who receives the most votes will be announced as the new officer before the conclusion of the election meeting. In the event of a tie, there will be a re-vote the following week - this is only for the nominees who received an equal number of votes. In the event that the “None of the Above” option receives the most votes, the seat shall remain vacant, and the Executive Board will follow the instructions set by Section G.

Section F: Board Term

The current Executive Board will resign and the new Executive Board will assume office at the conclusion of the academic year.

Section G: Policies Regarding a Vacated Position

1.1. In the event that an Officer resigns or the seat cannot be filled, it is the Executive Board’s responsibility to complete all in-progress business related to their title or to assist the rest of the Board in delegating the remaining duties.

1.2. If possible, an Officer who chooses to vacate their position will give no less than one week's notice of their plan to abdicate.

2. In the event that an Officer is removed or otherwise unable to fulfill duties, it is the joint responsibility of the President and Vice President to assume or delegate all unfinished business from that role until the position can be filled.

3. If a seat on the Executive Board is vacant, the Executive Board shall have the authority to appoint, by a 3⁄4 majority vote, an Active Member to fill the vacant position.

Section H: Winter Elections.

1. In the event that a Board position is vacated during the Fall Semester, a Special Election will be schedule for the end of the Fall Semester.

2. The only candidates in this election will be those who were appointed to the Executive Board during the Fall Semester.

3. The election will be held according to the procedures described by Article VII.

Section I: Supervision and Maintenance of the Election System.

1. The Online Election System and Voting Procedure will be overseen and observed by the Secretary.

2. The Secretary will make report on the efficiency of the system to the Executive Board and make recommendations on how to improve it.

Article VIII: Removal of Officers and Committee Heads

Section A: Officers

Officers will be forced to vacate their office for not adhering to this constitution. This is understood to be a serious matter. Removal must be handled in an equally serious manner and with strict adherence to the following procedure.

1. Accusation

Any Active Member may accuse an Officer of a specific violation of this constitution. That person must present a written statement of accusation, with supporting evidence including the article and section violated by the accused officer to the Advisor(s).

2. Meeting with Advisor(s)

The accuser must meet privately with the Advisor(s) to discuss whether or not to continue along the removal process. In the event an alternate solution is not found, the accusation must be presented to the Executive Board at the next Executive Board meeting. The Executive Board must then move into a period of debate to discuss the merits of the accusation.

3. Executive Board Deliberation

The accusation will be clearly recorded by the Secretary and signed by the Accusing Member. The full Executive Board must discuss the accusation within one week of that Executive Board meeting and before the next. The Advisor(s) is to chair the Executive Board meeting during deliberation and may only act to structure the discussion. If the Advisor(s) cannot be present, the Executive Board must be notified and a request for a representative from the Office of Student Life will be made to fulfill that role. A majority vote of two-thirds of the Executive Board is needed in order for the Board to either recommend the accused Board Member's removal or for the Officer to remain. Should a two-thirds majority vote not be reached, the Executive Board will make no recommendation.

4. Executive Board Recommendation

Regardless of the Executive Board vote, the majority will choose a spokesperson, which is not the accused Officer, and a recommendation will be announced, based on the Board's vote, at the next General Body meeting.

5. General Body Deliberation and Voting

The accused Officer will be given five to seven minutes to speak after the Executive Board spokesperson makes a recommendation. The accuser will then be given ten minutes to counter. The General Body members will then debate for a maximum of thirty minutes. Voting will be by secret ballot, by Active Members only, and the Advisor(s) will tally the votes. If the Advisor(s) cannot be present, the Executive Board will collectively fulfill this responsibility. If the General Body members vote to remove, by a two-thirds majority vote, the decision goes into effect immediately.

Section B: Committee Heads

1. Removal of committee heads will be voted on by the committee and a two-thirds majority must be achieved for the removal of the committee head.

2. Upon the removal of a committee head, that committee is then responsible for nominating and electing a new chairperson from within the committee. The voting process will be overseen by the Executive Representative (or Vice President if the Executive Representative is unavailable). The new Chairperson is the individual who wins by simple majority vote.

Section C: Filing Formal Complaints and Exclusion from Office

1. If a member of the group has sufficient evidence that a Board or Committee member has shirked their responsibility in a way that is damaging to UNCG QSU as a group, or is acting in violation of the principles asserted in the mission statement, a formal complaint/accusation can be filed with and recorded by an Exec. Board member. This complaint/accusation will be reviewed and deliberated by the Exec. Board during the next scheduled Board meeting, at which point the board will (by a 2/3 majority) vote on whether or not the complaint/accusation is valid and should be investigated.

2. Upon validation of the formally filed complaint/accusation, a record of the complaint will be kept in the UNCG QSU office for a minimum of one year (365 days) from the date the accusation was made. The accused individual should be notified that this accusation has been recorded.

3. Upon 3 recorded accusations, the Board may vote (by a 2/3 majority) whether or not to ban the accused member from holding a position of responsibility (including, but not limited to, a position on the Board or in a committee). If the board votes to ban the individual from holding a position of responsibility, the accused individual will be notified at the next scheduled Board meeting. The ban will be in effect for one year (365 days) from the date of the decision, or until the Board votes again (by a 2/3 vote) to nullify the ban.

Article IX: Removal of Advisor

Advisor(s) will be forced to vacate their office for not adhering to this constitution. This is understood to be a serious matter. Removal must be handled in an equally serious manner and with strict adherence to the following procedure.

1. Accusation

Any Active Member may accuse an Advisor of a specific violation of this constitution.

That person must present a written statement of accusation, with supporting evidence including the article and section violated by the Advisor, to a representative from the Office of Student Life.

2. Meeting with Office of Student Life Representative

The accuser must meet privately with a representative from the Office of Student Life to discuss whether or not to continue with the removal process. In the event an alternate solution is not found, the accusation must be presented to the Executive Board at the next Executive Board meeting. The Executive Board must then move into a period of debate to discuss the merits of the accusation.

3. Executive Board Deliberation

The accusation will be clearly recorded by the Secretary and signed by the Accusing Member. The full Executive Board must discuss the accusation within one week of that Executive Board meeting and before the next. A representative from the Office of Student Life is to chair the Executive Board meeting during deliberation and may only act to structure the discussion. A majority vote of two-thirds of the Executive Board is needed in order for the Board to either recommend the accused Advisors’ removal or for the Advisor to remain. Should a two-thirds majority vote not be reached, the Executive

Board will make no recommendation.

4. Executive Board Recommendation

Regardless of the Executive Board vote, the majority will choose a spokesperson, and a recommendation will be announced, based on the Board's vote, at the next General Body meeting.

5. General Body Deliberation and Voting

The accused Advisor will be given five-seven minutes to speak after the Executive Board spokesperson makes a recommendation. The accuser will then be given ten minutes to counter. The General Body members will then debate for a maximum of thirty minutes. Voting will be by secret ballot, by Active Members only, and a representative from the Office of Student Life will tally the votes. If the General Body members vote to remove, by a two-thirds majority vote, the decision goes into effect immediately.

Article X: Removal of Active Member/Community Member/

Article XI: Ratification, Amendments, and Suspensions

Section A: Amendments

1. Any Active Member may make a motion to propose amendments to this constitution at a General Body meeting.

2. If a constitutional advisory committee exists, the committee must address the issue within two weeks.

3. The Executive Board must either deny the amendment by a two-thirds vote or form a constitutional advisory committee to address the issue. Once the issue has been addressed, a recommendation from the constitutional advisory committee must be made to the Executive Board within two weeks. If the Executive Board makes further recommendations, the amendment must go back to the constitutional advisory committee within two weeks.

4. If the Executive Board approves the amendment, it is sent to the General Body for ratification. The General Body will vote on the new amendment following the same procedures for making a motion during a General Body meeting (Article VI).

Section B: Ratification

1. A two-thirds majority of the Executive Board must approve this constitution, at which point it will be proposed to the General Body for ratification. The General Body must formally approve the constitution within one month of receiving the proposed constitution. Should the deadline for ratification occur during summer sessions or University breaks, the deadline will be extended to within the first month of the following academic semester.

2. In the event that the Executive Board unanimously disapproves of the constitution in place, a redraft may be proposed following the same protocol for Amendments (Article X, Section A).

Section C: Suspensions

Any portion of this constitution, unless stated otherwise, may be temporarily suspended by a two-thirds majority vote of those General Body members present and voting.

Article X: Amendments