



## **Best Buddies**

### **ARTICLE I - ESTABLISHMENT**

We the students, faculty, and staff of the University of Rochester hereby establish Best Buddies (bestbuddies) of the University of Rochester and enact this constitution for its governance. Failure to follow this constitution could result in penalties or revocation of Students' Association recognition of this organization.

### **ARTICLE II - MISSION STATEMENT**

Best Buddies International is an organization dedicated to ending social, physical, and economic isolation of people with intellectual and developmental disabilities (IDD). The organization works to establish a global volunteer movement that creates opportunities for meaningful and long-lasting one-to-one friendships, integrated employment, leadership development, and inclusive living for individuals with IDD. The Best Buddies chapter at the University of Rochester strives to create a more inclusive community by building valuable friendships between students of the University of Rochester and college-aged individuals of the IDD community.

### **ARTICLE III - MEMBERSHIP**

#### **SECTION ONE - MEMBERSHIP**

- A. Eligibility - All Students' Association (SA) members shall be eligible for membership. An SA Member is a University of Rochester undergraduate of the College who has paid their SA activities fee. All members and associate members shall be listed on the organization's Campus Community Connection site. Membership is automatically renewed yearly unless the member graduates, requests to cancel their membership, or fails to meet membership requirements.
- B. Definition of active member - Active members must attend a minimum of 50% of general member meetings per semester.
- C. Definition of associate member - All University of Rochester faculty, staff, graduate students and Eastman students shall be eligible for associate membership but not eligible to hold an officer position. Graduate students, faculty, and staff are not eligible to perform, compete, nor travel as part of a college student organization.

## **ARTICLE IV - MEETINGS AND VOTING**

### **SECTION ONE - QUORUM**

- A. A meeting shall be valid if a quorum is present. Quorum is defined as 1/2 of the active membership plus one officer.

### **SECTION TWO - VOTING**

- A. Voting on any issue shall be official only if the meeting is valid.
- B. All members shall have equal voting power.
- C. Procedure – All decisions shall be arrived at by simple majority using a hand vote unless otherwise specified by the presiding officer. The President shall only vote to break a tie.

## **ARTICLE V - OFFICERS AND QUALIFICATIONS**

### **SECTION ONE - OFFICER POSITIONS**

- A. President – must have been an active member of the chapter for at least one academic year and served on the executive board previously, unless no one else is qualified.
- B. Vice President – must have been an active member of the chapter for at least one semester, unless no one else is qualified.
- C. Business Manager – must have been an active member of the chapter for at least one semester, unless no one else is qualified.
- D. Secretary – no qualifications required.
- E. Recruiting Manager – no qualifications required.
- F. First-Year Representative – must be a first-year student.
- G. Buddy Director – must be an individual of the intellectual and developmental disabilities community.
- H. Friendship Walk Coordinator – no qualifications required.
- I. Social Media Manager – no qualifications required.

### **SECTION TWO - DUTIES OF OFFICERS**

- A. All officers shall be members of the Students' Association.
- B. All officers shall promote active recruitment of new members.
- C. All officers shall enforce this constitution.
- D. All officers shall be responsible for knowing the sections of the Students' Association constitution and bylaws that apply to this organization.
- E. The President shall preside over the meetings and shall maintain organization within the club, communicate with other officers and delegate duties to maintain a functioning club that fulfills the purposes set forth above. This person shall also be responsible for communicating with staff of Best Buddies International and managing the BB360 online portal.
- F. The Business Manager shall be responsible for maintaining all finances and keep detailed records of all transactions. This person shall also manage the chapter's

budget by tracking and reporting on revenue and expenses. Furthermore, this person shall be responsible for managing the organization of chapter fundraisers.

- G. The Secretary shall be responsible for maintaining a current copy of this constitution open to inspection by all members of this organization, Senators, and all members of the Students' Association.
- H. The Secretary shall also take roll call at all meetings, tally votes, keep an accurate list of organization members and take and maintain meeting minutes.
- I. The Vice President shall fulfill the roles of the President when necessary and help to plan and execute meetings and events to ensure quality friendships are made. This person shall also be responsible for reserving rooms for chapter meetings and events as well as routinely checking in with friendship pairs.
- J. The Recruiting Manager shall be responsible for promoting the chapter and recruiting new members.
- K. The First-Year Representative shall be responsible for promoting the chapter to first-year students and recruiting new first-year members.
- L. The Buddy Director shall communicate with the chapter members, sharing program goals and ideas, while also helping to manage overall chapter success by working with the Vice President on event planning and promotion. This person shall ensure the full inclusion and participation of buddies in one-to-one matches and group outings by checking in with friendship pairs.
- M. The Friendship Walk Coordinator shall be responsible for all things regarding the annual Friendship Walk, such as preparing for the walk, gathering members to attend, working to set up transportation as needed, and setting up fundraising efforts.
- N. The Social Media Manager shall be responsible for updating the CCC page as well as the chapter's social media platforms for publicity.

### **SECTION THREE - NOMINATIONS AND ELECTIONS**

- A. Nomination and Elections Procedure – Leadership positions shall be elected via open nomination and subsequent voting by active chapter members.
- B. Term of Office – The elected executive board members shall assume their position for a full academic year. If any executive board member must step down from their position due to an unavoidable excuse, their position will be opened for immediate reelection.
- C. Timing of Elections – Elections will be held at the end of the Spring semester each academic year at least two weeks before the last day of classes. All executive board members and any chapter members who wish to participate in voting will be present. Any eligible active members will indicate their interest in running for one or multiple positions and register with their platform at least 48 hours before the election begins.

**SECTION FOUR - VACANCIES, RESIGNATIONS, AND REMOVALS**

- A. At the first valid meeting following a vacancy of an office, the position is to be filled by the same manner described in *Article V, Section Three*.
- B. A vote of no confidence is a vote to remove an officer. Such a vote shall require a  $\frac{2}{3}$  majority of the entire active membership to pass. Any member of the organization may call for a vote of no confidence.
- C. If a vote of no confidence on any officer is to take place, they must be notified one week in advance.
- D. An office shall be declared vacant as the result of a vote of no confidence.

**ARTICLE VI - RESOURCES**

**SECTION ONE - RESOURCES**

- A. Best Buddies of the University of Rochester will abide by their Resource Agreement.

**ARTICLE VII - HAZING POLICY**

Hazing, defined as the harassment of one individual by another individual or organization, is not permitted by Best Buddies. Behavior prohibited under this rule includes actions threatening substantial risk of physical or mental injury; actions exposing the individual to distressing, repulsive, or alarming situations or sensations; forced consumption of alcohol or drugs; actions in the form of social pressure which might cause harm to an individual.

**ARTICLE VIII - NONDISCRIMINATION POLICY**

Best Buddies abides by the nondiscrimination policy of the University of Rochester.



12.14.23

Signature of Confirmation

Date

Audrey Chung

**President, Best Buddies**



1/22/24

Signature of Approval

Date

Evan Ji

**Chair, Student Organization Administration & Review Committee**