



UNIVERSITY of ROCHESTER
STUDENTS' ASSOCIATION
GOVERNMENT

Brain Exercise Initiative

ARTICLE I - ESTABLISHMENT

We the students, faculty, and staff of the University of Rochester hereby establish the Brain Exercise Initiative (bei) 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

We are a chapter of a nonprofit organization that uses simple math, writing and reading aloud exercises as an intervention to improve cognitive function in those with Alzheimer's Disease.

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 CCC 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 50% of the club's meetings/programs each semester. Extenuating circumstances (bereavement, illness, etc.) will be evaluated by the E-Board.
- 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 ½ of the active

membership plus one or more officers.

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 break a tie.

ARTICLE V - OFFICERS AND QUALIFICATIONS

SECTION ONE - OFFICER POSITIONS

- A. President
- B. Vice-President
- C. Business Manager
- D. Volunteer Coordinator
- E. Outreach Director
- F. Secretary
- G. Social Media Manager
- H. All officer positions require at least one semester of active membership to qualify to hold the position, unless no one else is qualified.

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. The President shall keep open and consistent communication with the National Brain Exercise Initiative representative assigned to them at the start of each year.
- F. The Business Manager shall be responsible for maintaining all finances and keeping detailed records of all transactions. They shall also submit forms for supplemental funding.
- 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. They shall be responsible for all emails regarding club meetings and anything the President or Vice President requests to be shared. They shall also take roll calls at all meetings, tally votes, and take and maintain meeting minutes.
- H. The Vice-President shall assume all the powers of the President when the President is absent or is unable to execute the duties of the office. They shall also be responsible for oversight of new volunteer training with the assistance of the Volunteer Coordinator.

- I. The Social Media Manager shall develop a social media presence and be responsible for displaying the organization regularly on social media. In addition, they shall submit some form of publicity on campus.
- J. The Volunteer Coordinator shall be responsible for holding informal interviews with each new prospective member. These interviews will simply be to gather general information on new volunteers (name, availability, reason of interest) as well as provide them with an outline of how volunteering with the organization would work before validating them into the club. The Volunteer Coordinator will also be responsible, alongside the Outreach Director, to coordinate a schedule for volunteers to go to the homes. Alongside the Vice-President, they will oversee the training of new volunteers. The Volunteer Coordinator will also keep an accurate list of organization members and record new members on the National BEI registry.
- K. The Outreach Director shall work to seek contacts within various senior homes who house residents with Alzheimer's. They shall be responsible for direct communication with the Activities Director at the home to introduce the mission of Brain Exercise Initiative and coordinate volunteer times if said home is interested in participation. They will work with the Volunteer Coordinator to coordinate a schedule for volunteers to go to the homes.

SECTION THREE - NOMINATIONS AND ELECTIONS

- A. Nomination and Elections Procedure – Any active member can self-nominate themselves for an E-Board election. Nominees will have an open quorum to display their platform, and a time window of one week after the quorum will be given to vote. Any member of the club can vote. The President shall only vote to break a tie.
- B. Term of Office – All officer positions will be held for one academic year. The President and/or Vice-President may choose to remain in their position for two consecutive academic years. If they choose so, the active membership would vote to confirm the selection. These positions may apply to represent the National Brain Exercise Initiative after serving their chapter. After elections have occurred, there will be a one-month transition phase to the new board, beginning in April after elections.
- C. Timing of Elections – Elections will be held in the spring semester, during the month of April, at least two weeks before the end of the semester.

SECTION FOUR - VACANCIES, RESIGNATIONS, AND REMOVALS

- A. At the first valid meeting following a vacancy of an office, the position is to be 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. The Brain Exercise Initiative 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 the Brain Exercise Initiative of Rochester. 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

The Brain Exercise Initiative of the University of Rochester abides by the nondiscrimination policy of the University of Rochester.

	<u>02-03-2025</u>
Signature of Confirmation	Date
Atreyee Ghosh	
President, Brain Exercise Initiative	

	<u>2/5/2025</u>
Signature of Approval	Date
Jessie Li	
Chair, Student Organization Administration & Review Committee	