



UNIVERSITY of ROCHESTER
STUDENTS' ASSOCIATION
GOVERNMENT

Christian Fellowship

ARTICLE I - ESTABLISHMENT

We the students, faculty, and staff of the University of Rochester hereby establish the URCF 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

The mission of our organization is to plant the seeds of the gospel into the hearts of our campus community while teaching disciples that will transform the world.

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 attend $\frac{1}{3}$ (4/12) meetings per month (including Sunday service, prayer meetings, and bible studies). Therefore, in a semester, a person must attend 33% of the meetings.
- 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 - Associate members are only signed up on CCC.

ARTICLE IV - MEETINGS AND VOTING

SECTION ONE - QUORUM

- A. A meeting shall be valid if a quorum is present. Quorum is defined as between $\frac{1}{3}$ to $\frac{1}{2}$ of the active membership plus four 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 to break a tie.

ARTICLE V - OFFICERS AND QUALIFICATIONS

SECTION ONE - OFFICER POSITIONS

- A. **President** - must have served on the executive board previously, unless no one else is qualified.
- B. **Business Manager** - must have been an active member of the organization for at least a year, unless no one else is qualified.
- C. **Vice President** - must have been an active member for at least a year, unless no one else is qualified.
- D. **Secretary** - must have been an active member for at least a year, unless no one else is qualified.
- E. **Community Outreach Coordinator** - must have been an active member for at least a year, unless no one else is qualified.
- F. **Events and Involvement Coordinator** - must have been an active member for at least a year, unless no one else is qualified.
- G. **Public Relation Officer** - must have been an active member for at least a year, unless no one else is qualified.
- H. **Hospitality Chair** - must have been an active member for at least a year, 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.
- F. The Business Manager shall be responsible for maintaining all finances and keeping

detailed records of all transactions.

- G. The Vice President 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 Community Outreach Coordinator shall be responsible for creating the organization's annual community service plans, managing the organization's co-sponsorships with other student organizations, while maintaining partnerships with other organizations off-campus.
- J. The Events and Involvement Coordinator shall be responsible for delegating set-up and take-down of all events, reserving spaces, and overseeing all aspects of event planning and management.
- K. The Public Relation Officer shall be responsible for marketing the organization's events throughout campus.
- L. The Hospitality Chair shall be responsible for making individuals feel welcome within the organization.

SECTION THREE - NOMINATIONS AND ELECTIONS

- A. Nomination and Elections Procedure - The transition process for the executive board takes about 4 weeks (generally in the month of April) and occurs in 3 steps: mass nomination, elections and inauguration.
 - a. Nominations occur during the first week of April when members of the church shall submit their nominations for each of the executive board positions, excluding the Worship Team, Prayer Team, which are elected by previous holders of the position.
 - b. Next, the nominees shall either accept or decline the nomination within one week of being notified by the secretary.
 - c. Elections shall then occur at least two weeks before the last day of classes of the semester, when the church members vote for their chosen candidates for each of the executive board positions. The voting form shall open on Saturday and closes on Sunday, by 11:59 pm.
 - d. The results shall then be counted, approved by the outgoing executive board and the chaplain, and announced to the church members in the weekly announcement at least two weeks before the last day of classes of the semester.
- B. Term of Office - Inauguration of the new executive board shall occur at least two weeks before the last day of classes of the semester. They shall then attend the last e-board meeting presided by the outgoing executive board and will receive reflections and handover documents from the previous executive board. Members of the executive board hold their positions until the next election in the following year.
- C. Timing of Elections - Election will occur at least two weeks before the last day of classes 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 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. The Christian Fellowship 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 University of Rochester Christian Fellowship. 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 University of Rochester Christian Fellowship abides by the nondiscrimination policy of the University of Rochester.



Signature of Confirmation

Grace Nkrumah

President, Christian Fellowship



Date



Signature of Approval

Evan Ji

Chair, Student Organization Administration & Review Committee



Date