



UNIVERSITY of ROCHESTER
STUDENTS' ASSOCIATION
GOVERNMENT

Disability Awareness

ARTICLE I - ESTABLISHMENT

We the students, faculty, and staff of the University of Rochester hereby establish Disability Awareness (URDA) 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 purpose of Disability Awareness shall be to increase awareness of disabilities on campus and in the greater Rochester community by serving as a liaison between Rochester Students and the Rochester community of individuals with disabilities and providing both students and community members with opportunities to foster inclusion and integration. Through this initiative, the group hopes to create engaging and respectful relationships between disabled and non-disabled individuals. We believe that such relationships are mutually beneficial and are the first step in creating an equitable society in which diversity of ability is celebrated.

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 - Members must attend at least one bi-weekly meetings per month held each semester, must participate in at least one sponsored or co-sponsored event.
- 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 must attend at least two general member meetings throughout the course of a semester. They must also attend at least one event per semester.

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(s).

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 for at least one academic year prior to taking office unless no one else is qualified.
- B. Vice-President–Must have been an active member for at least one semester prior to taking office unless no one else is qualified.
- C. Secretary- Must have been an active member for at least one semester prior to taking office unless no one else is qualified.
- D. Business Manager–Must have been an active member for at least one semester prior to taking office unless no one else is qualified.
- E. Campus & Community Outreach Coordinator–Must have been an active member for at least one semester prior to taking office unless no one else is qualified.
- F. Students for Chronic Illness Visibility (SCIV) Advisor–Must have been an active eBoard member of SCIV or have significant knowledge of and with SCIV's mission prior to office 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(s) shall preside over the meetings and shall maintain organization within the group, communicate with other officers and delegate duties to maintain a functioning group that fulfills the purposes set forth above. The President(s) shall also serve as the primary liaison between Rochester disability organizations and the Initiative. The President(s) will also serve as the primary contact for the group.
- F. The Business Manager shall be responsible for maintaining all finances and keep detailed records of all transactions. The Business Manager is responsible for securing funds for the group by updating the budget every year and requesting use of the budget or applying for supplementary funding where necessary. The Business Manager will also be responsible for handling and distributing all potential funds created through fundraising initiatives.

- G. The Secretary shall be responsible for maintaining a current copy of this constitution open to inspection by all members of this group, 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. The secretary is also responsible for keeping members updated via email of upcoming events or readings, serving as the Virtual EMS contact for room reservation, and making sure the CCC page is up to date.
- I. The Community & Campus Outreach Coordinator shall be responsible for connecting with the greater Rochester community and campus and informing organizations of our upcoming events as well as coordinating their participation. They are also responsible for looking for volunteer opportunities within the Rochester area as well as on campus, and finding out about events for our organization to participate in.
- J. The SCIV Advisor shall be responsible for integrating SCIV's mission within the activities of our organization. The SCIV Advisor may design and propose ideas with the goals of Students for Chronic Illness Visibility and needs of individuals in our community in mind. As an affiliate representative, they are a member of URDA and must attend all meetings.
- K. All officers shall attend all bi-weekly executive board meetings unless the executive board approves extenuating circumstances in advance.

SECTION THREE - NOMINATIONS AND ELECTIONS

- A. Nomination and Elections Procedure - Any member may run for an office; stipulations are specified for each individual office. Nominations may be made from two weeks prior to the election meeting up until the election of that specific office. All active members may nominate themselves for eBoard positions. Officers may be elected by simple majority. In the case of a tie, the current acting President shall determine the winner. The co-presidents shall switch off as acting president for each individual election. The elections are to be made by a secret ballot at a standard group meeting. Winners are to be announced immediately and notification sent to all group members in absentia, including those running for office, within 48 hours by the Secretary.
- B. Term of Office - One full academic school year, beginning in August and ending in May, except for the case of a mid-year election due to a vacancy or resignation, in which case the term of office shall end in May. The transition period of executive positions will occur from June to August.
- C. Timing of Elections - March/April of each year 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 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.

