



Korean Student Union

ARTICLE I - ESTABLISHMENT

We the students, faculty, and staff of the University of Rochester hereby establish the Korean Student Union (KSU) 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 the Korean Student Union is to promote and expand the interest of Korean culture to the University of Rochester and the local Rochester community. This will be accomplished through the execution of numerous cultural, social, and educational activities and programs throughout the school year.

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 -
 - a. Must be listed on the Campus Community Connection.
 - b. Active General Members are required to attend at least three general member meetings and 1 union hosted event per semester.
 - c. Can be defined as a person who is DIRECTLY involved in the planning, organization, and or execution of a major KSU activity.
 - d. Only active general members are entitled to voting rights.
 - e. Any ambiguities will be voted on by the executive 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 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 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 - has been an e-board member of KSU for at least one academic year unless no one is qualified.
- B. Vice President - has been an e-board member of KSU for at least one academic year unless no one is qualified.
- C. Secretary - no prior experience required.
- D. Business Manager - no prior experience required.
- E. Publicity - knows how to use at least one photo editing tool such as Adobe Photoshop or Adobe Illustrator unless no one is qualified.
- F. Social Media Chair - familiar with the main social media platforms such as Instagram and Facebook unless no one is qualified.
- G. Digital media chair - has basic knowledge of web design (HTML, CSS) unless no one is qualified.
- H. Student Representative - no prior experience required unless no one is qualified.
- I. Senior Advisor - has been President, Vice President, or Business Manager of KSU before.
- J. First-Year Representative - needs to be incoming first-year.

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 is in charge of drafting an agenda for each meeting, both general members meetings and Eboard meetings. During their term, they are responsible for overseeing any activities, events, and contacts they make.
- F. The Business Manager shall be responsible for maintaining all finances and keeping detailed records of all transactions. They will be in charge of adhering to SAAC guidelines and keeping track of any expenses KSU has throughout the school year.

- 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. In the case that the President cannot fulfill his/her duties and or must step down, the Vice-President will assume all presidential responsibilities. The Vice-President will be responsible for room and technical reservations.
- H. Senior Advisor is an open position for preceding presidents, vice presidents, or business managers from KSU. The senior advisor's primary role is to train and advise newly elected presidents.
- I. Publicity will be responsible for creating flyers and handouts for meetings, social events, and activities of all KSU. This officer will be responsible for leading and distributing the workload to a publicity team compromised with 4 members qualified for the position.
- J. Social Media Chair will be responsible for updating the Campus Club Connection and the KSU's social media for publicity.
- K. 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. Moreover, the Secretary shall take roll call at all meetings, tally votes, keep an accurate list of organization members, and take and maintain meeting minutes. This officer will be responsible for working with the presidents and the publicity to draft out and distribute announcements to the general members of KSU.
- L. Digital Media Chair is responsible for maintaining and updating the KSU website. This person is expected to lead, equally distribute workload, and to train a website management team composed of at least two members. This person shall document events via visual media during events.
- M. First Year Representative is responsible for outreach to the first year class with events, activities, and meetings hosted by KSU. They are also meant to assist with any planning for larger events and to learn more about other KSU officer positions.
- N. Student Representative is responsible for maintaining KSU's relationship with other organizations on campus, mainly through co-sponsorships. He or she will seek for co-sponsorship opportunities for KSU and respond emails to other organizations promptly.

SECTION THREE - NOMINATIONS AND ELECTIONS

- A. Nomination and Elections Procedure - Students choosing to run for office must register with their platform 24 hours before the elections and must be an active member at the time of their registration.
 - a. The platform is to describe the position(s) the candidate is running for and why he/she is interested in running for this position.
 - b. At this time, each candidate will declare his or her own eligibility for candidacy and must receive a nomination bid from another active member.
- B. Term of Office - The newly elected executive board members will assume their term at the end of the spring semester for a full academic year.

- C. Timing of Elections - All eboard members are present as well as any active members who wish to participate in the voting process. Positions' openings are based on the result of spring elections. Fall election will be held mid-September after the recruitment of new general members. If any e-board member has to step down for their position at KSU due to unavoidable excuses (study abroad, sickness, etc.), their positions will be opened during spring election. Same as fall election, spring election will be held by the current president and all eboard members as well as any active members can participate in the voting process. Elections for special positions (president, vice president, business manager) that may require a longer transition period will be held in April to allow a shadowing and transition period. Elections in the Spring semester will occur at least two weeks before the last day of classes. The current president will delegate their tasks until the end of spring election/ when a new president gets elected.

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 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

- A. The Korean Student Union of the University of Rochester will abide 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 Korean Student Union. 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 Korean Student Union abides by the nondiscrimination policy of the University of Rochester.

Signature of Confirmation
Yiqun (Juliet) Ding
President, Korean Student Union

Date

Eden Thomas

03/17/2021

Signature of Approval

Date

Eden-Lyn Thomas

Chair, Student Organization Administration & Review Committee