



UNIVERSITY of ROCHESTER
STUDENTS' ASSOCIATION
GOVERNMENT

UR Makers

We the students, faculty, and staff of the University of Rochester hereby establish the UR Makers of the University of Rochester and enact this constitution for its government. Failure to follow this constitution could result in revocation of Students' Association recognition of this organization.

ARTICLE I: Mission Statement

The primary goal of the UR Makers Club is to facilitate the growth of the maker culture in all its forms within the University of Rochester community by managing and utilizing the spaces and resources available on campus. The club will achieve this goal through education and outreach events, as well as collaboration with the other maker-oriented clubs and groups on campus and networking with both the on- and off-campus communities. We will bring students together to create dynamic long term projects aided by workshops and training sessions.

ARTICLE II: MEMBERSHIP

SECTION A. Membership

1. Eligibility – All Students' Association 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 University of Rochester faculty, staff, graduate students and Eastman students shall be eligible for associate membership. All members and associate members shall be listed on the organization's Campus Club Connection site.
2. Definition of active member - To vote in an election and be considered an active member, members must have attended 30% of events. 60% of members must be present for voting on elections or other amendments.
3. Definition of associate member – An associate member can attend any meetings and/or events held by the UR Makers club. Associate members may not vote in elections or serve on the executive board.

SECTION B. Project Membership

Project teams will be determined on a project by project basis. Each project will have a group structure working on the given project with one leader and other delegated roles as needed. Potential roles on a committee may include researcher, electrician, designer, and/or developer. Project groups are initiated through an online proposal form that details a budget, sketch, materials needed, and relevant skills. The projects are then brought to an executive board meeting to discuss and select. Projects cannot entail

anything created with harmful intent or that reflects negatively on the school/club. All projects will be stored and used in the MakerSpace or contribute to somewhere on campus.

ARTICLE III: MEETINGS AND VOTING

SECTION A. General Meetings

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

SECTION B. Project Meetings

Project meetings will be held weekly. These are optional but encouraged for all members and interested students. Members may also meet to work on projects outside of regular meeting times.

SECTION C. Executive Board Meetings

Executive Board meetings will be held weekly in addition to project meetings and are mandatory for all members on the Executive Board. The first Executive Board meeting of every month shall be an open meeting.

SECTION D. Voting

1. Voting on any issue shall be official only if the meeting is valid.
2. All members shall have equal voting power.
3. 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 IV: OFFICERS AND QUALIFICATIONS

SECTION A: Officer Positions

All officer positions require at least one semester of active membership to qualify to hold the position. All officers shall be members of the Students' Association. All officers shall promote active recruitment of new members. All officers shall enforce this constitution. All officers shall be responsible for knowing the sections of the Students' Association constitution and bylaws that apply to this organization.

The executive board will consist of a

1. President
2. Business Manager
3. Materials Manager
4. Events Coordinator
5. Projects Manager
6. Marketing Manager

SECTION B: Responsibilities and Powers

1. PRESIDENT

- i. Responsible for smooth operation of day-to-day activities
- ii. Public face of the club
- iii. Liason to advisors
- iv. Communicate to executive board, plan board meetings

- v. Assist with applying for purchases, expenses, and reimbursements
- vi. Send weekly communication emails
- vii. Must have been on eboard for one calendar year to be eligible

2. BUSINESS MANAGER

- i. Maintenance of funds and resources
- ii. Collect payments for events
- iii. Second in command, assist president with procedural tasks, meeting planning, and organizational responsibilities

3. MATERIALS MANAGER

- i. Liason to Jim Alkins in the Fabrication Studio
- ii. Manage equipment, suggest new materials and equipment we should purchase
- iii. Make sure all equipment is available for projects and events and that is reserved ahead of time
- iv. Responsible for the key to the tool cart, cabinet, and other storage spaces

4. EVENTS COORDINATOR

- i. Recruit people to lead stand alone (one-time) events such as speakers and co-sponsorships throughout the semester
- ii. Examples of events: speakers, presentations about peoples' research or side projects
- iii. Supports event leaders in running events
- iv. Responsible for maintaining fun, interesting events at the frequency decided by the club

5. PROJECTS MANAGER

- i. Recruit people to lead projects
- ii. Projects are ongoing and long term
- iii. Projects process:
 - 1. Send business manager sketch and costs to be reviewed by e-board and sent to Jim Zavislan for review and approval
- iv. Coordinate weekly maker project space/time
- v. Work with the other board members to assist members with applying for expenses for projects
- vi. Holds meetings with all current project leaders to address any concerns and maintain project quality and progress
- vii. Main contact for applying for projects
- viii. Supports and oversees projects

6. MARKETING MANAGER

- i. Responsible for promotional materials including Facebook event and flyers
- ii. Regularly update website and Facebook page

- iii. Assist other board members with advertising
- iv. Coordinate social media effort

SECTION 3: Elections

Conducted every spring through an in person voting process. To run for President, the candidate must have held a previous position or if necessary, an exception can be made by the current executive board. To run in an election, members must have attend 60% of events.

ARTICLE V: COMMITTEES

Not applicable.

ARTICLE VI: FINANCES

Section A.

Students' Association members shall receive priority at SA-funded events conducted by this organization.

Section B. Funding

UR Makers Club shall be eligible for SA funding.

ARTICLE VIII: ADOPTION OF THE CONSTITUTION

Section A.

Two-thirds of the active membership, or more if the organization decides, must approve the constitution.

Section B.

This constitution will be ratified upon approval of the Senate and the signature of the Speaker.

Section C.

This constitution shall not conflict with the Students' Association constitution or by-laws.

ARTICLE IX: AMENDMENTS

Section A.

Adoption and ratification of amendments to this constitution shall follow the same procedure as adoption of the entire constitution.

ARTICLE X: BY-LAWS

Section A.

At least a $\frac{2}{3}$ majority of the active membership must approve the by-laws and any amendments.

ARTICLE XI: HAZING POLICY

Hazing, defined as the harassment of one individual by another individual or organization, is not permitted by the UR Makers Club. 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 XIII: DISCRIMINATION POLICY

The UR Makers Club of the University of Rochester does not discriminate against any individual or organization of individuals on the basis of age, color, disability, ethnicity, gender identity, gender expression, marital status, national origin, race, religion, sex, sexual orientation, veteran status, or political affiliation.

Sarah Harari



Joshua Hill

