



UNIVERSITY of ROCHESTER
STUDENTS' ASSOCIATION
GOVERNMENT

Society of Women in Astronomy and Physics

ARTICLE I - ESTABLISHMENT

We the students, faculty, and staff of the University of Rochester hereby establish the Society of Women in Astronomy and Physics (SWAP) of the University of Rochester and enact this constitution for its governance. Failure to follow this constitution could result in revocation of Students' Association recognition of this organization.

ARTICLE II - MISSION STATEMENT

The purpose of this organization shall be to improve recruitment and retention rates for underrepresented minorities in physics, especially women, throughout the university and local community.

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 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 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 - Any student who attends at least 25% of events in one academic year.
- C. Definition of associate member - Any student, faculty, or staff who attends at least one (1) event in one academic year.

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 (1) 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. Executive Board officers of the Chapter shall be a President, a Business Manager, Secretary, an Outreach Chair, and a Social Chair.

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 keep detailed records of all transactions.
- G. The President and 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.
- 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 Outreach Chair shall be responsible for organizing and executing at minimum two (2) outreach events throughout the academic year.
- J. The Social Chair shall be responsible for organizing and executing at minimum one (1) social event every other month throughout the academic year.

SECTION THREE - NOMINATIONS AND ELECTIONS

- A. Nomination and Elections Procedure - Nominations shall be by any open nomination at a meeting in the previous month. The election shall be in-person at the following general member meeting. Officers-elect shall assume their offices immediately following the April election and shall hold office for one year or until their successors are duly elected.
- B. Term of Office - Officers shall serve for one year, from their election until their successors are chosen. They shall act in an advisory capacity until the end of the current semester.
- C. Timing of Elections - Elections for officer positions shall occur in April.

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.
SECTION FIVE - PROVISIONS OF ADVISORS

A. The Chapter Advisor shall provide liaison among the Chapter and the Physics and Astronomy Department and will supply counseling to the Chapter, furnish continuity of experience in Chapter operations, and provide long-range perspective to insure departmental interest in and support of the Society of Women in Astronomy and Physics.

ARTICLE VI - FINANCES

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

SECTION TWO - FUNDING

A. Society of Women in Astronomy and Physics shall be eligible for SA funding.

ARTICLE VII - CLASSIFICATION

SECTION ONE - Society of Women in Astronomy and Physics shall be classified as a pre-professional society.

ARTICLE VIII - ADOPTION OF THE CONSTITUTION

SECTION ONE - At least a two-thirds majority of the entire active membership must approve the constitution.

SECTION TWO - This constitution will be ratified upon the signature of the Student Organization Administration & Review Committee and approval of the Senate.

SECTION THREE - This constitution shall not conflict with the Students' Association Constitution or Bylaws.

ARTICLE IX - AMENDMENTS

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

ARTICLE X - BYLAWS

SECTION ONE - At least a 2/3 majority of the active membership must approve the bylaws and any amendments.

SECTION TWO - Bylaws should not conflict with this constitution or the SA Constitution or Bylaws.

ARTICLE XI - HAZING POLICY

Hazing, defined as the harassment of one individual by another individual or organization, is not permitted by the Society of Women in Astronomy and Physics. 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 XII - NONDISCRIMINATION POLICY

The Society of Women in Astronomy and Physics of the University of Rochester does not discriminate against any individual or organization of individuals on the basis of age, color, disability, domestic violence status, ethnicity, gender identity or expression, genetic information, marital status, military/veteran status, national origin, race, religion/creed, sex, sexual orientation or any other status protected by law.



Signature of Confirmation

Natalie Allen

President, Society of Women in Astronomy and Physics



Date



Signature of Approval

Criswell Lavery

Chair, Student Organization Administration & Review Committee



Date