



# **UR Habitat for Humanity**

## **ARTICLE I - ESTABLISHMENT**

We the students, faculty, and staff of the University of Rochester hereby establish the UR Habitat for Humanity 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**

UR Habitat for Humanity shares Habitat for Humanity International's mission of eliminating poverty housing and homelessness from the world, and making decent shelter a matter of conscience and action. The campus chapter seeks to strengthen the University, Rochester, and larger communities through building quality, safe, affordable housing for people in need, raising funds to support building efforts, and learning and teaching about housing issues.

## **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 – An active member must attend at least 50% of General Member Meetings, one event, and one service project per semester. Events include fundraisers, builds, and service projects.
- 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. An associate member must attend at least 25% of the meetings or at least two events held by UR Habitat for Humanity. Associate members may not serve on the executive board, but can vote in elections.

## **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**

All officer positions require at least one semester of active membership to qualify to hold the position. Exceptions will be granted at the discretion of the current executive board. In addition, while traditionally there is one president, the ability to have co-presidents can be granted by the executive board, subject to the candidates' success in the election.

1. President
2. Vice President
3. Business Manager
4. Secretary
5. Co-Fundraising Chairs
6. Service Coordinator
7. Alternative Spring Break Chair
8. Publicity 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 Vice President will perform duties of the President when necessary and will work with the President to oversee the activities of the club. He/she/they will oversee club conduct, including membership retention and violations.
- G. The Business Manager shall be responsible for maintaining all finances and keep detailed records of all transactions.
- H. The 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.
- I. 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.

- J. The two Co-Fundraising Chairs shall be responsible for the planning and organization of all fundraising events.
- K. The Service Coordinator will organize all aspects of Flower City Habitat for Humanity builds, including the volunteers attending and transportation. He/she/they will also seek and organize other service opportunities in Rochester within our mission for the club's members.
- L. The Alternative Spring Break Chair will collaborate with the Community Service Network officers, the club's advisors, and the Habitat for Humanity affiliate where the spring break trip will take place that year. He/she/they will organize all aspects of the trip, including the travel and food arrangements and attendance.
- M. The Publicity Chair will maintain and update all forms of social media as well as submit requests for promotional opportunities, such as the chalkboard and banner space. He/she/they will also organize tunnel and banner painting when appropriate.

### **SECTION THREE - NOMINATIONS AND ELECTIONS**

- A. Nomination and Elections Procedure – Nominations can be made by any member, including any member who wishes to run for that position. A vote will be taken by a secret ballot. A nominee must have a majority of quorum votes to become elected. If 2/3 of the voting body choose to abstain from voting on a position, the officer position will be left empty and another election will ensue at a later date.
- B. Term of Office – The term of office for all executive board positions is from the date of their election to the following March. In most cases, this will be a one year term from March to March.
- C. Timing of Elections – Elections will take place during the Spring semester soon after the Alternative Spring Break Trip in March. As required, the election will be held at least two weeks before the last day of classes in the spring.

### **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**

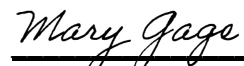
- A. The UR Habitat for Humanity of the University of Rochester will abide their Resource Agreement.

## **ARTICLE VII - HAZING POLICY**


Hazing, defined as the harassment of one individual by another individual or organization, is not permitted by the UR Habitat for Humanity. 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 UR Habitat for Humanity abides by the nondiscrimination policy of the University of Rochester.

  
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Signature of Confirmation  
Mary Gage  
**President, UR Habitat for Humanity**

11/22/20  
\_\_\_\_\_  
Date

  
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Signature of Approval  
Eden-Lyn Thomas  
**Chair, Student Organization Administration & Review Committee**

12/14/2020  
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Date