



## STUDENTS HELPING HONDURAS

We the students, faculty, and staff of the University of Rochester hereby establish Students Helping Honduras 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. Purpose of Organization/Mission Statement

Our mission is to build a movement of young leaders in order to empower orphaned and vulnerable children in Honduras as well as give back to the Rochester community through service focused on helping the Hispanic population. By volunteering locally, raising funds on campus, and through the service trip, our chapter will allow our members to improve their ability to interact with a culturally diverse group of people both locally and internationally while they serve the Rochester community and see their efforts materialized on service trips in Honduras.

### 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, alumni, 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 - An active member of SHH will participate in direct community service projects as well as fundraise and/or attend meetings. Further quantitative requirements to achieve active membership status are outlined in the bylaws. Active members who would like to go on a service trip are expected to complete further requirements, which are also outline in the bylaws. Members who cannot attend the weekly meetings due to preexisting conflicts should notify the E-board at the beginning of the semester and maintain frequent contact through email for updates about the club's events to maintain an active status.
- 3 Definition of associate members- An associate member of SHH is any member who participates in activities as well as events but does not meet active member criteria and/or pay an SA fee. A person who is an associate member possesses all rights and privileges of a member without voting rights, cannot serve on the executive board and cannot nominate candidate(s) for election to executive board.

### Article III. Meetings and Voting

Section A. A meeting shall be valid if a quorum, plus two officers is present. Quorum is defined as  $\frac{1}{2}$  of the organizations active membership.

#### Section B. 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 presiding officer shall only vote to break a tie.

**Article IV. Officers and Qualifications**

***Section A. Officer Positions***

Board positions include: President, Vice-President, Business Manager, Secretary, Publicity Manager, and Community Service Chair. Any active member is eligible to hold any office.

***Section B. Duties of Officers***

- 1 All officers shall be members of the Students' Association.
- 2 All officers shall promote active recruitment of new members.
- 3 All officers shall enforce this constitution.
- 4 All officers shall be responsible for knowing the sections of the Students' Association constitution and bylaws that apply to this organization.
- 5 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 will also be responsible for maintaining contact with chapter Presidents from other universities.
- 6 The Vice- President will be responsible for assisting the President with the above tasks, especially those tasks pertaining to the Rochester community and CSN.
- 7 The Business Manager will be responsible for maintaining all finances and keep detailed records of all transactions. The Business Manager will also be responsible for attending all Business Manager meetings and reporting back to the other E-Board members.
- 8 The Secretary shall take roll call at all meetings, tally votes, keep an accurate list of organization members and take and maintain meeting minutes.
- 9 The Publicity Manager is responsible for the creation of flyers, banners, and online advertisements for all fundraising events. This also includes general maintenance of the CCC page for advertising purposes.
- 10 The Community Service Chair will be responsible for overseeing our community service opportunities in Rochester. This includes maintaining our current service projects as well as actively searching for new community partners.
- 11 All E-Board members 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.

***Section C. Nominations and Elections***

- 1 Nomination and Elections Procedure - Active members will have the opportunity to nominate themselves to run for any of the positions listed above. Current or former E-board members are also allowed to run for re-election. The simple majority will determine who receives each E-board position using an anonymous vote.
- 2 Timing of Elections - Elections will be held at the end of spring semester.
- 3 Term of Office - The term of office will be one academic year.

**Section D. Vacancies, Resignations, and Removals**

- 1 At the valid meeting following a vacancy of an office, the position is to be filled by the same manner described in the Nominations and Elections Procedure.
- 2 A vote of no confidence is a vote to remove an officer. Such a vote shall require a 2/3 majority of the active membership to pass the motion.
- 3 If a vote of no confidence on any officer is to take place, it must be given an official meeting's notice. Any member of the organization can call for a vote of no confidence.
- 4 An office shall be declared vacant as the result of a vote of no confidence.

**Article V. Committees**

Committees are not applicable under Students Helping Honduras.

**Article VI. Finances**

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

**Section B. Funding**

Students Helping Honduras is SA funded and under the Community Service Network.

**Article VII. Classification**

**Section A.** Students Helping Honduras shall be classified as a Community Service Organization.

**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 2/3 majority of the active membership must approve the by-laws and any amendments.

**Section B.** By-laws should not conflict with this constitution or the SA constitution or by-laws.

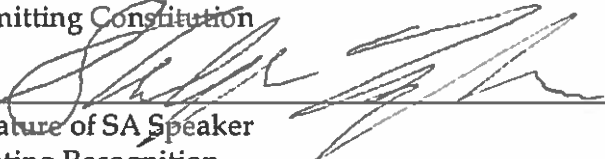
**Article XI. Hazing Policy**

Hazing, defined as the harassment of one individual by another individual or organization, is not permitted by the Students Helping Honduras. 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. Discrimination Policy**

The Students Helping Honduras 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.

 4/1/13  
Signature of Officer Submitting Constitution Date

 4/1/13  
Signature of SA Speaker Granting Recognition Date