

Preamble

We, the students at the University of Delaware, do hereby form the organization known as FACE AIDS in order to raise awareness about HIV/AIDS and to give University of Delaware students a voice in global issues.

Articles

I. Name of the Group- FACE AIDS

II. Object of the Organization- As a group, we will fundraise for the students in Rwanda, we will sell FACE AIDS pins made by Rwandans to give them financial support, and we will educate the students of the University of Delaware about global health issues.

III. Affiliation with any other group- Affiliated with the national FACE AIDS organization.

IV. Qualification/Criteria for selecting membership - Full time, matriculated undergraduate students

V. Non-Discrimination Clause- The organization agrees to adhere to all policies and procedures of the University and all local, state, and federal laws. Members will become acquainted with policies and procedures in the Official student handbook and other policies and procedures provided by the University. This organization is a viable, functioning organization, composed of at least six full time undergraduate students and we do not discriminate on the basis of race, creed, color, gender, age, religion, national origin, veteran, handicap status, or sexual orientation.

VI. Duties and privileges of membership- Students will pay a \$5 membership due each semester and will be expected to attend at least 1 meeting per month.

VII. Other types of non-voting or representing membership - Part time or graduate students, alumni, community and honorary members.

VIII. Absence Policies -None

IX. Policies and Procedures for Disciplining/Removing members- Failure to participate in meetings and/or fundraising will result in removal from the club.

X. Qualifications for Officers - All Officers (or Executive Board Members) **MUST** be full time matriculated undergraduate students at the University of Delaware with a minimum GPA of 2.25.

XI. Officers -

Section 1: President - This organization shall have a President with the duties of calling and running meetings and handling day-to-day affairs. The President shall be responsible for the registration of the Registered Student Organization and all required paperwork for the continuation of the organization (*including Start-of-the-Year, Mid-Year and End-of-the-Year packets.*) The President will receive all information from the Activities and Programs Office from an undisclosed email database. The president will help to appoint all standing and special committees. We suggest requiring that the president is a member who has already served on the executive board for at least a year.

Section 2: Treasurer - The Treasurer shall be responsible for all group expenditures and revenues. The Treasurer shall write all checks and have all checks signed by the Activities and Programs staff for the purpose of the organization. The treasurer will also maintain all group ledgers. The treasurer should also be responsible for requesting funds from the allocation board.

Section 3: Vice-President The Vice-President shall work closely with the President to fulfill the duties as described above. The Vice- President will also serve the role of President if the President is absent, unable to serve the duties, or if the President resigns. The Vice President should also be responsible for checking the organizations mailbox and for disseminating information about other activities offered by the other Registered Student Organizations and business promotions.

Section 4: Public Relations Chair- The Public Relations Chair shall be responsible for promotion of the group and their events. This would include making posters, flyers, and brochures, updating the web page information, entering information on to the University Events web page, submitting press releases to the appropriate media, and ensuring the group is represented at events designed to help promote the organization and build membership.

Please list any and all other duties of the above officers.

XII. Election of Officers – Elections will be held every May, all members who have paid dues are eligible to vote, if there is a tie whoever has been a more active member will win, officers assume their role in the fall after being elected the previous May

Section 1: Procedure for Disciplining/Removal of Officers – If officers fail to pay dues or attend fundraisers, they will be replaced.

Section 2: Resignations- If an officer resigns, there will be an informal election at the next meeting to replace them for the rest of the year.

Section 3: Officer Transition – Elections should be held at least 3 weeks prior to the last day of classes in order to allow time for training of the new officers. New officers will be trained by the existing executive board.

XIII. Meetings – Meetings will be held twice a month.

XIV. Dues- \$5 dues will be collected in September and February.

XV. By-Laws - A 2/3 the executive board will approve by-laws for this organization.

XVI. Procedures for decision-making - Look to the rules contained in Roberts Rules of Order to govern the organization in all cases to which they are applicable and in which they are not inconsistent with the by-laws or the special rules of order of this society.

XVII. Establishment of Committees- New committees will be voted on by the executive board.

XVIII. Selection of an Advisor –The advisor **MUST** be a full time professional faculty or staff person, no part time/salaried staff or graduate students may serve as advisor. The advisor will be chosen by the executive committee.

XIX. Disbursal of organizational assets should the group become defunct- The University of Delaware shall inherit the assets of any Registered Student Organization should the group become defunct.

XX. Define a quorum – 30% of members must be present to hold a meeting.

XXI. Rules for Ratifying the Constitution – Approval of changes to the constitution requires a 2/3 vote of the executive board.

XXII. Rules for amending the Constitution – Adding articles/sections to the constitution requires a 2/3 vote of the executive board.

Signatures: President: Keara English

Vice President: Katie Hall

Activities & Programs Staff: _____

Date: _____