

**University of Delaware**  
**Kesher**  
**Constitution**  
last updated November 2009

## **Preamble**

We, as students at the University of Delaware, do hereby form the organization know as *Kesher* for the purpose of creating a welcoming environment for Reform Judaism at the University of Delaware. We strive to provide an atmosphere for students to have fun and meet others with similar interests.

## **Article I**

### **Name**

The organization shall be known as *Kesher*. It is a Hebrew word that means "connection".

## **Article II**

### **Objective**

We the students of *Kesher* seek to provide the University of Delaware community with programs and activities that represent the ideals of Reform Judaism. In order to promote education, religious, social, cultural, and community service activities, we hold numerous events each month in order to fulfill these objectives. Among these are weekly worship services, monthly service activities, monthly social activities, and co-sponsorship with other registered student organizations.

## **Article III**

### **Affiliation**

*Kesher* at the University of Delaware shall serve as a local representative to *Kesher* at the North American level, the official college community for the Union for Reform Judaism.

## **Article IV**

### **Membership**

A member of *Kesher* shall be any full time, matriculated undergraduate student at the University of Delaware who agrees with the purpose and objectives of this group. A member is defined as any student who attends an event or activity sponsored or co-sponsored by *Kesher*. The rights of a member shall include, but are not limited to the following: unlimited attendance at any and all events. A member who wishes to run for an elected position must have attended a minimum of two events in the last semester. Attending an event is defined as attending Reform services, a *Kesher* board meeting, or any activity sponsored or co-sponsored by *Kesher* at the University of Delaware. Graduate students, alumni of the University, and community individuals are not eligible for membership status, but are still permitted to attend any and all events. *Kesher* agrees to adhere to all policies and procedures of the University of Delaware 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 or handicap status, or sexual orientation.

## **Article V Officers**

**Section 1- Introduction:** The officers of *Kesher* shall be as follows: President, Vice President, Treasurer, Secretary, Religious Chair, Programming Chair, Communications Chair, and Freshman Outreach. The officers will exist to facilitate any and all programming done on behalf of the organization. The officers will be required to meet at least twice a month during the active school year according to a schedule determined by the President.

**Section 2- President:** The duties of President shall be to act as a representative of *Kesher* on the Kristol Center for Jewish Life Council of Presidents and the greater University of Delaware community. The President shall be responsible for developing and adhering to the group's big picture for the semester, and board development. The President shall also be responsible for managing the officers of *Kesher* including scheduling and conducting meetings, mediating problems between other officers, and assisting officers in completing their duties. The President shall be responsible for the registration of the Registered Student Organization and all required paperwork for the continuation of the organization, including summer contact information. The President shall receive all information from the Activities and Programs office. This information shall be used to help the organization function, and shall be disseminated accordingly. The President shall help to appoint all standing and special committees. The President should be aware of all *Kesher* events, and should have previously served as an officer of *Kesher* or have been granted an exception before becoming President.

**Section 3- Vice President:** The duties of the Vice President shall be to act as an assistant to the President in all of his/her duties. In addition, the Vice President shall act as the direct contact for all programming chairs in regards to *Kesher* programming and he/she shall keep up with all of the details of *Kesher* events. The Vice-President shall also be responsible for approving advertisements and emails that the Communications chair puts together.

**Section 4- Treasurer:** The Treasurer shall be responsible for all group expenditures and revenues, and shall have all checks signed by the Office of Activities and Programs written by the organization for the purpose of the organization, and maintain all group ledgers. The Treasurer should also be responsible for requesting funds from the allocation board and will have checks co-signed by the appropriate administrators. The Treasurer will also be responsible for all paperwork related to co-sponsorships and outside vendors. The Treasurer should work with the rest of the *Kesher* board to put together at least one fundraiser per semester.

**Section 5- Communications Chair:** The duties of the Communication Chair shall be to keep minutes of all *Kesher* meetings and to send the minutes to all *Kesher* officers within

72 hours of the meeting. The Communications chair is also responsible for keeping records of past events, including copies of necessary forms, advertisements, and budgets. The Communications Chair will be responsible for sending emails to the members of *Kesher* about upcoming programming and opportunities, making sure advertisements are created for programs, and updating the *Kesher* group and events on Facebook.

**Section 6- Religious Chair:** The duties of the Religious Chair shall be to oversee all Reform religious observances, including Shabbat Services, High Holiday services, and Passover events. The Religious Chair will be responsible for running Judaic programs and publicizing those events. He/she will also be responsible for the Jewish content of *Kesher* programs, and keeping in contact with the Rabbinic Intern, Senior Jewish Educator, and other staff to get advice and assistance with Jewish programming.

**Section 7- Programming Chair:** The duties of the Social Chair shall be to develop social programs on behalf of *Kesher*. They shall be responsible for a minimum of one program per month, and publicizing those events. The Programming Chair will also be responsible for keeping the *Kesher* calendar accurate and up to date, and will be in charge of reaching out to other Registered Student Organization to co-sponsor events.

**Section 8- Freshman Outreach Chair:** At the beginning of Fall Semester a Freshman Outreach Chair will be elected to the *Kesher* board. The board will advertise for the position and then candidates will be chosen by the *Kesher* board members. The Freshman Outreach Chair will be responsible for getting the Freshmen involved in *Kesher* events and helping to introduce them to Jewish life on campus. The Freshman Outreach Chair will be on the board for Fall semester. If they wish to run for another position on the board at elections they may do so. If they do not run for another position, the rest of the board may choose to have the chair stay on board for the rest of the school year.

All board members must sign a Responsibilities Contract created by the President, and must attend all meetings unless they have an excuse approved by the President within 24 hours of the meeting. They also must attend all *Kesher* events unless they have an excuse approved by the President within 48 hours of the event.

During *Kesher* officer votes the President shall not normally vote. The President shall only vote in the case of a tie, during the Amendment process as outlined in Article XII, during votes of Impeachment as outlined in Article VII, and in the event that five or fewer officers are present.

## **Article VI Elections**

*Kesher* Elections shall be held in late November or early December and shall be run by the current President. If the President is unavailable, the Vice President shall assume the responsibility of conducting elections. The Treasurer shall take over in any case where both the President and Vice President are unable to conduct elections. The remaining responsibilities shall fall upon the next officer according to gavel order.

All members of *Kesher*, or anyone approved by the President, are entitled to run for any officer position as long as they are able to fulfill all membership and position requirements stated in Articles IV and V. A member is said to be a candidate if either they have stated their intent to run for the position or if they have accepted a nomination from another member of *Kesher*.

All members of *Kesher* are entitled to one vote per position in elections. The elections will be held in the order of the following positions: President, Vice President, Treasurer, Communications Chair, Religious Chair, and Programming Chair. At the election each person who has previously declared his or her candidacy for President should be allowed three minutes to speak. Candidates for President and Vice President must have served as an officer for at least one year unless otherwise approved by the current President. All other positions, including persons nominated off the floor, shall be allowed two minutes to speak. After each candidate's speech there will be a question and answer period that will last for no more than three minutes. After all candidates have spoken, all members shall vote by secret ballot. The votes will be counted privately by the conductor of elections and one other officer not running for that position. The candidate that receives the most votes shall be declared the winner. If more than two candidates are running and a tie occurs, the two candidates that tied will participate in a run-off. If a tie still occurs, the tie-breaking vote will be decided by the current officers, except for the President. In the event that there is still a tie, the President shall decide the winner. In the event that a candidate is running uncontested, then a vote of affirmation by those present shall be conducted by the conductor of elections.

Any candidate who has lost a position has the option to "drop down" to another position and be nominated off the floor for any other positions that will be subsequently elected, with a maximum of one "drop down".

Members can only vote if they are present at elections. Candidates may only miss elections if they have permission from the President in advance. In this case the candidate may have someone else read their speech for them at elections.

The newly elected board will begin their one year term on January 1 and end on December 31.

Freshman Outreach Chair candidates will submit their application at the beginning of Fall semester and the board will vote.

## **Article VII**

### **Discipline, Impeachment, Resignation, and Open Positions**

If and when an officer is not fulfilling their responsibilities as noted in Article V, disciplinary action shall be taken. If the officer in question is the religious chair, programming chair, or Freshman Outreach Chair the Vice President, as the principal authority over these officers, shall address the issue with the officer in question however

they feel is necessary while maintaining communication with the President. The Vice President, with the assistance of the other officers, shall assume the responsibility of addressing the issue of the President not fulfilling his or her responsibilities. The President shall assume the responsibility of addressing lapses in duty of the Vice President, Communications Chair, and Treasurer.

The impeachment process shall be warranted when an officer is not fulfilling his or her duties as established by Article V. The impeachment process shall begin when a grievance is brought to the appropriate authority or determined by that authority, in consultation with the President. The officer in question shall first be notified of the grievance(s), and the grounds and conditions for his or her removal, and shall be given the opportunity to respond to the charges. Then the remaining officers shall be notified of the charges and the officer's response. The remaining officers without the officer in question shall meet in special session to determine whether these charges warrant formal impeachment. If the other officers, by a two-thirds majority, decide that these charges do not warrant formal impeachment, the matter is considered closed. If a two-thirds majority of the remaining officers decide that formal impeachment is warranted, a hearing shall occur no sooner than one week from the vote for formal impeachment, and not later than three weeks after the formal impeachment.

At that time the general membership shall be informed of the charges and the pending impeachment, and will be given an opportunity to express their opinions on the issue at the hearing, or by notification to the convening authority. The hearing shall be moderated by the convening authority and shall begin with a reading of the charges and a responsive statement from the officer in question. All those in attendance, including the other officers but not the convening authority, shall have the opportunity, as determined by the moderator, to ask questions of the officer about the issue(s) or make a general statement. The officer in question shall be given an opportunity to respond to all questions or statements.

Immediately following the conclusion of the hearing, the remaining officers shall have a closed secret ballot vote on impeachment counted by the convening authority and the next officer in gavel order. If there is a discrepancy in the counting of the ballots, there shall be an open counting of the ballots in front of the remaining officers in the closed session. Impeachment shall require a two-thirds majority vote of the officers present at the meeting, except for the officer being impeached, The President shall vote, except if the President is being impeached. If there is not a two-thirds majority for impeachment then the matter is considered closed and the officer remains in his or her position. If there is a two-thirds majority then at that time the officer shall be considered removed from his or her position and the open position shall be filled according to established procedures.

An officer is said to have resigned if they have submitted a letter of resignation to the *Kesher* President. The President is said to have resigned if they have submitted a letter of resignation to the *Kesher* Vice President. During an impeachment proceeding the officer in question may submit a letter of resignation to the convening authority at any time prior to the closed session vote. Upon receipt of the letter, the issue of impeachment is closed.

If a position becomes available during the officers' term, the open position shall be publicized to all members. A two-week period shall be given for interested parties to respond. The current officers will then vote on the candidate(s) for that position. A majority vote is necessary for any candidate to fill the position. If there are no interested parties the responsibilities of that position will be dispersed among the officers, but the position may still continue to be advertised.

#### **Article VII Faculty Advisor**

If there is no advisor then the officers shall elect a new one. If there is an advisor then the officers must reaffirm the current one by a majority vote. The board will meet with the advisor at least once a semester. The faculty advisor should be kept aware of all *Kesher* programming and events. He or she should get the weekly Hillel emails and *Kesher* emails so that they always know what is going on.

#### **Article IX Religious Advisor**

Each year the officers shall also find a religious advisor according to the procedures stated in Article VIII. The religious advisor may or may not be a member of the University community, but should be accessible to the membership of the organization. The religious advisor's duties shall include assisting *Kesher* board members with Jewish programming and helping the Religious Chair with his or her duties. The religious chair should meet with the Religious Advisor at least once a semester. The religious advisor should also act as *Kesher's* link to the local Jewish community.

#### **Article X Religious Policies**

As part of the Reform community at the University of Delaware, *Kesher* shall attempt to offer a Reform option for all religious matters on campus and hold events in the spirit of the goals of the Union for Reform Judaism. All food provided by *Kesher* at *Kesher* events shall be kosher.

#### **Article XI Ratification**

This Constitution shall become the official governing document of *Kesher* pending a two-thirds majority vote of the officers elected for the 2009 term of office, and approval by the Activities and Programs Office.

**Article XII  
Amendments**

Changes or amendments to this constitution may be proposed by any officer. All proposed changes and/or amendments must be submitted in writing to all officers for consideration. A minimum time period of one week must be allocated for the general membership to express their opinions in open forum or via e-mail. Following this period the amendment(s) or proposed change (s) shall be voted on by the officers. All changes and amendments require a two-thirds majority vote to be passed.

Name Jodi Suckle

Signature Jodi Suckle  
**President**

Date 11/18/09.

Name DIANE HERSON

Signature Diane Herson  
**Faculty Advisor**

Date 11/18/09