

## **Preamble**

“We, the students at the University of Delaware, do hereby form the organization known as the ONE: University of Delaware Chapter for the purpose of motivating students to fight extreme global poverty and health diseases and the crises they create.”

## **Articles**

- I. ONE: University of Delaware Chapter
- II. The ONE: University of Delaware Chapter will organize various events and demonstrations to increase awareness regarding global poverty and preventable diseases. This will include general meetings for members, writing letters to political systems, and mobilizing University of Delaware students to fight these global issues.
- III. There is an affiliation with the ONE organization.
- IV. Any undergraduate student at the University of Delaware who has an interest in becoming a member is welcome to support our mission. A member will be a student who attends general meetings and participates in organized events. There are no restrictions on the size of the organization.
- V. 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. Members will be required to attend general meetings and participate in organized events when possible. Members may offer as much time to the organization as they see fit. Every member has the right to run and vote for any position.
- VII. Part time and graduate students as well as alumni and community members will not be allowed to vote, hold office, count towards group membership or decision making abilities.
- VIII. There are no penalties for members who do not attend general meetings and events.
- IX. To be removed from the ONE organization, a member will have to demonstrate disrespectful actions against the organization or other members. This would include going against ONE’s mission and deliberately interacting with other peers in a negative manner.
- X. All officers and executive board members must be full time matriculated undergraduate students at the University of Delaware with a minimum GPA of 2.25. Officers also must be able to complete a full academic calendar year. To run for an officer position, a nominee must be a general member that has participated in a minimum of five general meetings and one event.
- XI. Officers
  - i. **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 require that the President is a member who has already served on the executive board for at least a year.

- ii. **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.
  - iii. **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. The Vice President shall also be responsible for the organization, maintenance and execution of events by heading the programming committee. This would include reserving space, communicating with other organizations and directors, organizing members and running events.
  - iv. **Secretary** - The Secretary shall record the events of all meetings of this organization and shall maintain minutes of those meetings. The Secretary shall take attendance of those present at group meetings as necessary. The Secretary will serve as the organizations historian with the goal of being able to pass on accurate records of what the groups has done over the past year and who was involved. The Secretary should also maintain the membership list and email database. The Secretary should also organize and handle the composition and deliverance of various letters and petitions to Congress and other political entities by heading the action committee.
  - v. **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. The Public Relations Chair also heads the public relations committee.
  - vi. **Webmaster** - The Web Master shall be responsible for the monthly upkeep of the Registered Student Organization web site and have it approved by the executive board.
- XII. Elections will take place using secret ballots. Members must be nominated for elections and may nominate themselves. Members who have attended a minimum of two general meetings have the right to vote. If there is a tie between two candidates, it will result in a co-operate position. Members will assume new roles upon the end of spring semester. Elections will be during the middle of spring semester around the first week of April, giving enough time for the newly elect to understand their roles.

- i. **Procedure for Disciplining/Removal of Officers** – If an elected officer works against ONE’s mission, neglects responsibilities of their position or interacts with other officers and members in a disrespectful manner, they will be terminated from their position. There will be two notices of charges before termination. Every position will have the right to a fair hearing and appeal. Termination will be determined by a majority vote among elected members. Any vacant positions will be decided by an election among general members.
  - ii. **Resignations** – To resign, an elected officer must submit a letter of resignation to the President. The resigned officer must also inform general members of their resignation. Vacant positions will be decided by an election among the general members.
  - iii. **Officer Transition** – Training of officers will include reviewing policies and procedures, passing along important information and introducing officers to Activities and Programs Office and staff. Newly elected officers will also be included in elected members’ meetings, however, will not influence the decision made.
- XIII. There will be two general meetings per month. Meetings will be called via e-mail to all general members. There will be two executive board meetings per month. Again, meetings will be called via e-mail to the executive board. The executive board will meet with the advisor a minimum of one time per month.
- XIV. Dues not applicable.
- XV. A 2/3-majority vote of the entire organization is generally required to approve by-laws or change existing by-laws.
- XVI. 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. **Committees** – To establish a new committee, there must be a majority vote among the executive board.
  - i. **Programming Committee** – Headed by the Vice President, the programming committee organizes, develops, and implements various ONE events on campus.
  - ii. **Public Relations Committee** – Headed by the Public Relations Chair, the public relations committee creates advertisements for events and communicates through media ONE’s mission to mobilize University of Delaware students to act.
  - iii. **Action Committee** – Headed by the Secretary, the action committee encourages government to act on ONE’s mission. This is done through letter writing, phone calls to political offices and mobilization of the general student body to advocate our mission.
- XVIII. The advisor must be a full time professional faculty or staff person. The executive board using a majority vote will choose the advisor. The advisor will be informed of all actions related to the campus organization and will be used to offer advice. The advisor will also meet with the executive board at least one time per month.
- XIX. The University of Delaware shall inherit the assets of any Registered Student Organization should the group become defunct.

- XX. In order for decisions to be made effective, 30 percent of the general membership must be present.
- XXI. A 2/3-majority vote of the entire organization as well as approval by the Activities and Programs Office is necessary to approve changes and to amend the constitution.

**Signatures**

**President:** Car P Leary

**Vice President:** Lauren Unger

**Activities & Programs Staff:** \_\_\_\_\_

**Date:** \_\_\_\_\_