

FEB 02 2010

OFFICE OF  
ACTIVITIES & PROGRAMS**Students for the Animals**  
9/21/2009

**Preamble:** We, the students at the University of Delaware, do hereby form the organization known as "Students for the Animals" for the purpose of helping local animal humane associations through volunteer work and donations raised by our own events.

**Articles:**

- I. Name of the group:** The organization shall be known as "Students for the Animals"
- II. Object of the organization:** The primary focus of "Students for the Animals" is to provide physical and monetary assistance to local animal associations. We will remain in contact with these organizations and become involved in their events and programs. We will also put on our own events to promote their cause and raise money to donate among them.
- III. Qualification/Criteria for selecting membership:** There will be no restriction on the size of the group. To be a member, the individual must be a full time, matriculated undergraduate student at the University of Delaware and actively participate in at least 10 hours of volunteer work with the group per semester. Volunteer hours include time spent doing individual documented volunteer work, working at the group's events, and attendance at meetings.
- IV. 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.
- V. Other types of non-voting or representing membership:** Only full-time matriculated undergraduate University of Delaware students are allowed to actively participate in any decision making of the organization. Part time or graduate students, alumni, community and honorary members are not allowed to vote, hold office, or count towards the group's membership.
- VI. Absence Policies:** Students should attend as many meetings as possible; however, attendance at meetings is not necessary. Each member needs to participate in at least 10 hours of volunteer work per semester, as described above in article III, in order to retain membership status.
- VII. Policies and Procedures for Disciplining/Removing Members:** The rules outlined in *Robert's Rules of Order* shall be upheld in cases where dispute occurs.

**VIII. Qualifications for Officers:** All officers must be full time matriculated undergraduate students at the University of Delaware. Any potential officer must be able to complete a full academic calendar year.

**IX. Officers:** Each officer has specific duties they need to perform to maintain their position.

1. **President:** This organization shall have a President with the duties of calling and running the meetings and handling day-to-day affairs. The President with the duties of calling the registration of the Registered Student Organization and all required paperwork for the continuation of the organization. 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. The President does not need to have served on the executive board to be appointed.
2. **Vice President:** The vice-president shall be responsible for assisting the president with his or her duties acting as the president in a case where the president is unable to fulfill his or her duties; for coordination of Student for the Animals activities; and for all responsibilities required by UD policy.
3. **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.
4. **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 also takes on a role similar to a Historian, maintaining records of what the group has done over the year and who was involved. The Secretary should also maintain the membership list and email database.

**X. Election of Officers:** Members will nominate themselves for whichever office they choose to run. Only members who have completed their 10 hours of volunteer work with the group will be able to run for an office. The elections will be held by secret ballot.

**XIII: Meetings:** General group meetings will be held based on need, ranging between two and four times a month. Meetings will be called through an email list. All members will submit their udel email address (or another email address of their choosing), and an officer will send out a group email informing the members of an upcoming meeting.

**XIV: Dues:** There are no dues for our organization.

**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:** At least 30 percent of the members must be present in order for a vote to take place.

**XXI: Rules for Ratifying the Constitution:** This constitution is hereby ratified by the following members of the executive board of Students for the Animals. In the event that any amendments are added to this constitution, this ratification documentation must be renewed.

**XXII: Rules for Amending the Constitution:** This constitution shall be available for viewing to any member of Students for the Animals upon request. This constitution shall be reviewed once per calendar year, or as often as is necessary to keep it up-to-date. Amendments to this constitution must be approved by a two-thirds majority of the active membership.

**Signatures:**

**President:** \_\_\_\_\_

**Vice President:** \_\_\_\_\_

**Secretary:** \_\_\_\_\_

**Treasurer:** \_\_\_\_\_

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