

## Preamble

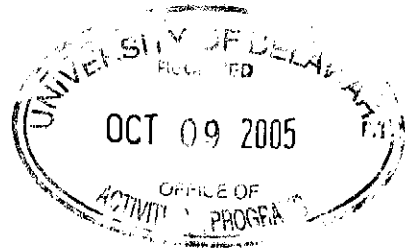
## Articles

The articles should contain:

- I. The organization shall be known as the UDANCE.
- II. UDANCE is a 12 hour, philanthropic dance marathon dedicated to encouraging diversity, promoting unity among university students and the Delaware Community, and to raise money for pediatric AIDS issues around the world.
- III. UDANCE will be affiliated with the sorority Alpha Epsilon Phi, the fraternity Kappa Alpha Psi, and the Elizabeth Glaser Pediatric AIDS Foundation.
- IV. **Qualification/Criteria for selecting membership** - Full time, matriculated undergraduate students at the University of Delaware who agree with the purpose and object of this group. All members shall take part in the areas of UDANCE they would like to assist in. They must attend the dance marathon given a reason beforehand. There are no dues. We will take as many members as our venue can hold depending on the year.
- 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. **Duties and privileges of membership** - Each member is required to participate in all areas of planning UDANCE. Each member is required to be apart of a committee to help plan and fundraise for UDANCE. Must be at 2/3 of meetings in order to vote.
- VII. **NO absentee policy**
- VIII. **Policies and Procedures for Disciplining/Removing members-** each member will be given a fair hearing, and there will be a 2/3 vote of the executive board.
- IX. **Officers**

**Section 1: President** - His or Her duties are to call meetings, and be the representing face for the UDANCE committee. The President is also required to meet with any business or cooperate sponsors and update monthly about the status of UDANCE. The President shall be responsible for the day-to-day planning's for UDANCE. The President will receive all information from the sponsors, business, or people interested in helping UDANCE and assign it to the according committee. The president will help to appoint all standing and special committees.

**Section 2: Vice-President** - The Vice-President shall serve the role of President if the President is absent, unable to serve the duties of President, or if the President resigns. The Vice President will also assist the President in being a face for the UDANCE committee. The Vice President will also meet with business or cooperate sponsors to inform them about the status of UDANCE.



**Section 3: Treasurer** - The Treasurer shall be responsible for all group expenditures and revenues. The Treasurer shall have any checks signed by activities & written programs office, and the organization will get copies for the purpose of the organization and maintain all group ledgers. The treasurer should also be responsible for requesting funds from the allocation board. The Treasurer will also handle all sponsored checks or fundraised money. The Treasurer is responsible for keeping an up-to-date checkbook, and reporting the amount of money raised by UDANCE. The treasurer will write the check out to the Elizabeth Glaser Pediatric AIDS Foundation at the end of the program.

**Section 4: Secretary** - The Secretary shall record the events of all meetings of this organization and shall maintain minutes of those meetings. The Secretary will be responsible for emailing minutes out to the members. The Secretary will be at the for-front of communication between the Executive Board and the members.

**Section 5: Public Relations Chair** - The Public Relations Chair shall be responsible for the Public Relations Committee. The Public Relations Chair will be responsible for advertising, creating flyers, posters, handbills, emailing etc. The Public Relations Chair will also report updates on advertising on a month-to-month basis.

**Section 6: Web Master** - The Web Master shall be responsible for the monthly upkeep of the UDANCE web site and have it approved by the executive board. The Web Master will also inform the Executive Board of any donations given through the website and deliver it to the Treasurer.

**Section 7: Qualifications for Officers** - All Officers (or Executive Board Members) must be full time undergraduate students at the University of Delaware. Members are required to have a least one UDANCE event experience before running for office.

**Section 8: Election of Officers** – Elections for Officers will take place at the end for every spring semester. The President and Vice-President position will be appointed by the current executive board of UDANCE, all other positions is open to members and will be voted on by ballot. If at anytime there is a tie for a position, the President will have the deciding vote.

**Section 9: Procedure for Disciplining/Removal of Officers** – Any Officer unable to perform their duties will be removed from that position. Any tampering with UDANCE event, or falsely providing information about UDANCE will result in immediate removal by a 2/3 vote from the rest of executive board. The replacement will be decided also by the executive board.

**Section 10: Resignations**- In the event of extreme circumstances (i.e. death of family member, illness, etc) an Officer can resign from the position.

**Section 11: Officer Transition** - Officers should be elected in the spring semester for the beginning of the fall semester. A spring election will allow time for orientation to take place. By electing in the spring, the former

officers will still be around to train new officers. Do not pick the last week of school for elections.

- X. **Meetings** – Meetings will be held on a weekly basis. Executive Board will meet an hour before general body meeting to touch basis. Committee meetings will also be held during that time to discuss reports and current status.
- XI. **By-Laws** – When voting on a decision or action plan a majority vote will be the deciding factor. If at anytime there is a tabled decision, the Executive Board will make that decision.
- XII. **Establishment of Committees** –
  - I. Public Relations Committee- promote UDANCE event via radio advertisement, flyers, posters, emails, etc.
  - II. Fund Raising Committee- Plan fundraising events around school, in the neighborhood to raise money for UDANCE. Responsible for finding sponsors for the event
  - III. Food Committee- responsible for creating a menu for UDANCE event and finding food sponsors for the event. Also discuss possible catering options with University of Delaware, and other local businesses.
  - IV. Morale Committee- responsible for keeping dancers awake and excited for the 12 hours.
- XIII. **Selection of an Adviser** – The Adviser position will be based on a volunteer basis, any faculty interested in helping out with UDANCE will be chosen to be the students.
- XIV. **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.
- XV. **Rules for Ratifying the Constitution** - Requires a 2/3 or simple majority vote of the organization and approval by the Activities and Programs Office.
- XVI. **Rules for amending the Constitution** - Requires a 2/3 vote of the entire membership and advance notice to all members of the proposed change.
- XVII. **Signatures**

*Jessica Tournon*

10/10/05