

ROWAN UNIVERSITY SCHOOL OF OSTEOPATHIC MEDICINE (ROWANSOM) STUDENT  
GOVERNMENT ASSOCIATION CONSTITUTION

RATIFIED JANUARY 15, 1995

Amended September 20, 2012

Amended September 18, 2014

Amended January 17, 2017

Amended February 22, 2017

Amended March 26, 2018

## ARTICLE I. THE NAME AND ORGANIZATION

**Section A.** This organization shall be known as the Student Council of the School of Osteopathic Medicine in association with Rowan University.

**Section B.** Every full time matriculated osteopathic medical student as defined by Rowan University shall be a member of this Association.

**Section C.** Members of Student Government Association shall elect representatives to a "Student Council" to represent them.

**Section D.** Participation by a student in any Student Council activity will be contingent upon that student having met the requirements for membership.

## ARTICLE II. PURPOSE

**Section A.** The purpose of this organization shall be to maintain communications between all members of the student body, the faculty, the administration, the State Osteopathic Society, the American Osteopathic Association, other relevant professional associations, and the public at large.

**Section B.** Each member of the organization is commissioned to increase public awareness of Osteopathic Medicine.

**Section C.** The organization shall be a vehicle through which students' opinions and grievances can be collectively voiced. Subsequently, this information can be properly channeled through the elected Student Council Board to the appropriate authorities.

**Section D.** The Student Council, through its elected board, should designate measures which preserve good order, fellowship, and decorum among the students.

**Section E.** All members of the Student Council, in cooperation with the faculty, should extend a cordial welcome to incoming first year students.

**Section F.** The organization should attempt to provide athletic, educational, and entertainment activities for the students.

### **ARTICLE III. OFFICERS OF THE STUDENT COUNCIL**

**Section A.** The voting members of the Student Council shall be:

- President
- First Vice President
- Second Vice President
- Secretary
- Treasurer
- Public Relations Representative
- Alumni Affairs Representative
- First Year Class President
- First Year Class Vice President
- Second Year Class President
- Second Year Class Vice President
- Third Year Class President
- Third Year Class Vice President
- Fourth Year Class President
- Fourth Year Class Vice President

The non-voting members of student council shall be:

- Curriculum Committee Representatives (one per class)
- Student Academic Progress Committee Representatives (one per class)

- Honor Code Representatives (two per class)
- Problem Based Learning Representative (one per PBL class)

**Section B. Attendance**

1. All officers of the Student Council, as defined in ARTICLE III, Section A, are required to attend each meeting.
2. Absences greater than half of the meetings in an academic year shall be construed as an apathetic attitude toward the Student Council. Any officer accumulating two excused absences in an academic year will receive a written warning.
3. For all officers of the Student Council, greater than three excused absences or one unexcused absence in an academic year will result in the vacancy of that officer's position with notification to the members of their class. This vacancy will be filled by appointment by the President with the affirmation vote of two-thirds of the Student Council. The appointee must meet the class standing requirements as defined in ARTICLE VIII, Section A, Point 1.
4. For voting members of the Student Council, as defined in ARTICLE III, Section A, Point 1, an unexcused absence is defined as not having a voting proxy representative at a given meeting or not being present via alternative communication as defined in ARTICLE III, Section B, Point 7. Notification of an impending absence and designation of a proxy should be made in writing to the Student Council President at least twenty four hours before the scheduled meeting time. These notices will be presented to the Secretary as official excused absences for roll taking purposes. In extenuating circumstances, exceptions to the written notification and attendance requirement can be made at the discretion of the Student Council President.
5. A voting proxy for a Class President or Class Vice-President in their absence shall be the Class Student Affairs, Curriculum or Honor Code Representative within that Class Council. A voting proxy for a member of the Executive Committee, as defined in ARTICLE IV, Section A, will be appointed from among any of the non-voting members of the Student Council.
6. For non-voting members of the Student Council, as defined in ARTICLE III, Section A, Point 2, an unexcused absence is defined as the failure to provide notification of an absence. Notification of an impending absence should be made in writing to the Student

Council President at least twenty four hours before the scheduled meeting time. These notices will be presented to the Secretary as official excused absences for roll taking purposes. In extenuating circumstances, exceptions to the written notification and attendance requirement can be made at the discretion of the Student Council President. Non-voting members are able to use alternative methods of communication to participate in meetings in accordance with ARTICLE III, Section B, Point 7.

7. Alternative methods of communication in place of in-person attendance may be approved at the discretion of the Student Council President. Said request must be made at least twenty-four hours in advance of each meeting. This article excludes the Student Council President. Alternative communication can occur via any platform that is supported by the technology available at the Student Council meetings and enables the remote participant to hear and be heard by the other council members in the room.

8. A quorum shall consist of fifty percent or greater of the voting members of the Student Council.

**Section C.** Robert's Rules of Order will be followed at all meetings, except at the discretion of the Student Council president.

#### **ARTICLE IV. THE EXECUTIVE COMMITTEE**

**Section A.** The Executive Committee shall consist of the President, the First Vice President, the Second Vice President, the Secretary, the Treasurer, the Public Relations Representative and the Alumni Affairs Representative. The purpose of the Executive Committee will be to develop budgets for presentation to the Student Council, prepare agendas for Student Council meetings, and represent RowanSOM students to various University and National organizations.

#### **ARTICLE V. DUTIES OF THE OFFICERS**

**Section A.** Duties of the President

1. Maintain functioning and overall direction of the Student Council.
2. Preside over all meetings of the Student Council and develop the agenda along with other members of the Council.
3. Act as the official representative/liaison of the student body to the faculty, administration, alumni, Board of Trustees, New Jersey American Osteopathic Association House Delegation, New Jersey Association of Osteopathic Physicians and Surgeons (NJAOPS), New Jersey Osteopathic Education Foundation (NJOEF), Council of Osteopathic Student

Government Presidents (COSGP), Committee on Post-Doctoral Education (COPT), and any other relevant professional associations. Attend their respective meetings or designate a proxy to attend.

4. Verify all expenditures of student funds when presented by the Council Treasurer.
5. Organize and maintain membership in Student Council committees.
6. Act as chair of the Executive Committee, voting only in the event of a tie.
7. Maintain an ongoing communication with the Assistant Dean of Student Affairs by establishing a regular meeting schedule.
8. Coordinate Capitol Hill Day for RowanSOM students.
9. Preside over selection of STUCO IDEA council representative at the yearly spring transition meeting.

**Section B. Duties of the First Vice President**

1. Represent the interests of the third and fourth year classes.
2. Assume the duties of the President in his/her absence.
3. Oversee the organization and membership of all RowanSOM clubs/organizations (Student Organizations) and maintain communication with their respective presidents.
4. Evaluate the compliance of all student organizations with this constitution.
5. Serve as a voting member of the Executive Committee.

**Section C. Duties of the Second Vice President**

1. Represent the interests of the first and second year classes.
2. Serve as chair for the Projects Committee.
3. Assist the First Vice President in evaluating the compliance of all student organizations with this constitution.
4. Serve as a voting member of the Executive Committee.

**Section D. Duties of the Secretary**

1. Maintain an accurate record of all proceedings and correspondences of the Council. This record will be maintained on the Student Council website. All students may have access to this record once it is published to the Student Council website.

2. Preserve documents of the Council, including constitutions and bylaws. Publish the minutes of each meeting following their approval. Release preliminary minutes within one week of each meeting.
3. Maintain the attendance roster of all Student Council meetings and report/notify all members not in good standing including those who are failing to meet the attendance requirements outlined in ARTICLE III, Section B.
4. Announce each meeting to the Council Members.
5. Distribute a weekly newsletter to the student body highlighting major student announcements and upcoming events.
6. Serve as a voting member of the Executive Committee.

**Section E.** Duties of the Treasurer

1. Act as the disbursing agent for the Student Council. Obtain the President's approval for all disbursements from the Student Council Budget.
2. Maintain an accurate record of all income and expenditures of the Student Council.
3. Prepare an annual budget being certain that all expenditures are provided for as a line item in the Budget.
4. Prepare a detailed financial report for the monthly Student Council meetings.
5. Assist the First Vice President in evaluating the compliance of all Student Organizations with this constitution.

**Section F.** Duties of the Alumni Affairs Representative

1. Represent the interests of alumni to the student body.
2. Act as student representative/liaison to the alumni.
3. Maintain communication with the Alumni Association.
4. Serve as a voting member of the Executive Committee.

**Section G.** Duties of the Public Relations Representative

1. Act as representative/liaison of the Public Affairs Office.
2. Maintain the STUCO website.
3. Maintain communication with the Office of Public Affairs.

4. Oversee the “House Project” and act as liaison between the House Project Committee and STUCO.
5. Serve as a voting member of the Executive Committee.

**Section H. Duties of the Class President**

1. Be official spokesperson and voting member for his/her respective class at all Student Council meetings.
2. Act as the representative/liaison of the class to the faculty, administration, alumni, and any other appropriate organizations or individuals.
3. Verify all expenditures of his/her class funds when presented by the Student Council Treasurer.
4. Maintain ongoing communication with the Assistant Dean of Student Affairs by establishing a regular meeting schedule.
5. Organize and oversee class activities and projects.

**Section I. Duties of the Class Vice-President**

1. Assume all duties of the President in his/her absence.
2. Assist the Class President in organizing and maintaining class activities, projects, etc.
3. Oversee the presentation of Student Council information to his/her class.

**Section J. Duties of the Curriculum Representative**

1. Attend all RowanSOM Curriculum Committee meetings.
2. Report the events and issues of these proceedings to the Student Council and his/her respective class.
3. Prepare and submit a curriculum report each semester detailing the issues facing his/her respective class.
4. Assist the Class President in organizing and maintaining class activities, projects, etc.

**Section K. Duties of the Student Academic Progress Committee Representative**

1. Attend all RowanSOM Student Academic Progress Committee meetings.
2. Report the events and issues of these proceedings to the Student Council and his/her respective class.

3. Prepare and submit a student affairs report each semester detailing the issues facing his/her respective class.
4. Assist the Class President in organizing and maintaining class activities, projects, etc.

**Section L** Duties of the Problem Based Learning Representative:

1. Act as a liaison between the Problem Based Learning Curriculum and the Student Council.
2. Assist the Class President in organizing and maintaining class activities, projects, etc.
3. Attend Curriculum and Student Council meetings.

**Section M** Duties of the Honor Council Representative

1. Represent the RowanSOM community's commitment to adherence to standards of professional and ethical conduct as well as of personal integrity and honesty.
2. Encourage student-to-student intervention as the preferable first response to perceived violations.
3. Investigate student complaints of alleged violations if either the peer intervention did not resolve the situation, or the complainant requested intervention by the Honor Code Representative, with the understanding that investigation might result in referral to the administration, specifically to the Assistant Dean of Student Affairs.
4. Assist the Class President in organizing and maintaining class activities, projects, etc.

**ARTICLE VI. PARTICIPATION IN STANDING COMMITTEES**

**Section A** The Standing Committees of the Student Council shall be:

1. Projects - Second Vice President, Chair
2. Constitution - Chair appointed by the President as needed
3. Election Committee - Fourth Year Class President, Chair
4. OMS Wellness Committee - Second Vice President, Chair
5. House Project - Public Relations Representative, Chair
  - (i) The First and Second year Class Councils will each appoint two members of their classes to serve as House Coordinators on the House Project: one from the members of the Class Council and a second from the class at large. These



229 appointments should be settled by the first STUCO meeting after the respective  
230 class elections have concluded.

231 **Section B** The Standing Committees of the Faculty/Administration shall be:

- 232 1. Curriculum- One member of each class from both traditional and PBL curriculums  
233 elected by classmates for a one year term during the pre-clinical years. In the clinical  
234 years there will be one elected representative per class.
- 235 2. Student Academic Progress Committee-One member of each class elected by classmates  
236 for a one year term.
- 237 3. Orientation- Second Year Class President and Second Year Class Vice President.
- 238 4. Alumni- Student Council President and Class Presidents.
- 239 5. Library- One member of each class appointed by each class's respective Class Council.

240 **Section C** Students who are required to repeat academic work are ineligible to participate as  
241 members of the Faculty/Student Standing Committees.

242 **Section D** The President, with the approval of the Executive Committee, may appoint students to  
243 unexpired terms for the Faculty/Student Standing Committees.

244 **Section E** All student members of Faculty/Student Standing Committees who are appointed by the  
245 President of the Student Council must be approved by a majority of the Student Council.

246 **Section F** The duties of each Student Council standing committee shall be determined by the  
247 members of the Executive Committee.

248 **Section G** The Chairpersons of each Standing Committee shall report on the activities of the  
249 Committee at each Student Council Meeting.

250 **Section H** The Chairpersons of each Standing Committee are responsible for funds made available  
251 by the Student Council.

252 **Section I** The Council President shall have the right to generate new or modify current Standing  
253 Committees with the majority of the voting members of the Student Council.

## 254 **ARTICLE VII. MEETINGS OF THE STUDENT COUNCIL**

255 **Section A** Scheduling

- 256 1. Student Council must hold at least three meetings per semester. Ideally one meeting per  
257 month will be the standard.

- 258                   2. The location and time of the meeting will be determined by the Executive Council at the  
259                   start of each semester.
- 260                   3. The open portion of Student Council meetings will be open to all RowanSOM students.  
261                   Comments or presentations will be entertained during the open portion of the meeting.

262       **Section B** Attendance

- 263                   1. Attendance shall be monitored in accordance with ARTICLE III, Section B.

264       **Section C** Order of Business

265       The order of business for meetings of the Council shall be:

- 266                   1. Call to order
- 267                   2. Roll Call
- 268                   3. Correction and adoption of the minutes
- 269                   4. Deans' Updates
- 270                   5. President's Report
- 271                   6. First Vice President's Report
- 272                   7. Second Vice President's Report
- 273                   8. Treasurer's Report
- 274                   9. Secretarial Correspondences (incoming and outgoing)
- 275                   10. Alumni Affairs Report
- 276                   11. Public Relations Report
- 277                   12. Report of Standing Committees
- 278                   13. Special Reports
- 279                   14. Class Presidents' Reports
- 280                   15. Funding Requests
- 281                   16. Old Business
- 282                   17. New Business
- 283                   18. Adjournment

## ARTICLE VIII. ELECTIONS

### Section A Nominations

1. Prospective officers for the following year's Student Council shall be selected from members of the current first, second, or third year classes. Prospective class officers shall be selected from their respective class body. The First Vice President must be chosen from the current second or current third year class and the Second Vice President must be chosen from the current first year class.
2. Each nomination should be made at least two weeks prior to the election.
3. Nominations should be presented to the appropriate election committee.
4. Any candidate for office must confirm their acceptance of the nomination verbally or in writing to the election committee within the designated acceptance window.

### Section B Elections

1. The general election shall be under the auspices of the election committee. The election committee shall consist of the outgoing Fourth Year President and Vice President. Any student seeking office will not be involved in coordinating the Election.
2. During the election period, candidates are forbidden from campaigning. The only time during which a candidate can endorse him or herself is through the written speech submitted to the election committee for distribution to the student body and/or during the spoken speech given before the ballots are distributed. At no point during the election cycle, including the written and spoken speeches, are students allowed to campaign for or against any other candidates in any election. If a student is discovered to be campaigning or complicit in campaigning on their own or any other student's behalf, they will be reported to the Honor Council and the Dean of Student Affairs. Students will face punishment as determined by the Dean and candidates will be disqualified from the election.
3. The election shall be carried out by secret ballot, where write-in votes will not be accepted. There shall be strict accounting of students casting ballots, via a secure online platform.
4. Notification of all election results shall be made to the Student Council by the election committee as soon as possible. These results will be made public the business day

314 following the closure of the balloting. In addition, a written copy will be sent to the  
315 Assistant Dean of Student Affairs by the election committee.

- 316 5. If prior to, during, or immediately following an election, a candidate feels that s/he was  
317 discriminated against in any manner, s/he may file a contest of the election to the election  
318 committee within one day of the balloting. In turn, the election committee shall present  
319 the grievance to the Student Council at which time the Council may choose to convene  
320 another election or dismiss the incident. A two-thirds majority vote of the Council  
321 members will be necessary to determine the course of action.
- 322 6. The candidate receiving the most votes, and at least one-third of the voting pool, is the  
323 new officer. If a candidate has the most votes, but lacks one-third of the voting pool, a  
324 run-off election will be held with the top two candidates.
- 325 7. The entering first year class shall have an election of their Class Representatives and  
326 selection of committee members for that year completed by the September STUCO  
327 meeting each year.
- 328 8. The outgoing first, second, and third year students will convene an election no later than  
329 two weeks prior to the last STUCO meeting of each year to determine their officers for  
330 the following year.
- 331 9. The Student Council elections will occur concomitantly with the first, second, and third  
332 year class elections.
- 333 10. All candidates of the election shall be present and deliver a speech, regardless of whether  
334 the position is opposed or unopposed. Exceptions may be made at the discretion of the  
335 election committee.
- 336 11. It is the responsibility of the second year class council to organize elections for the first  
337 year council.

338 **Section C** Installation and Terms

339 The first year class officers will assume responsibility immediately following their installation.

- 340 1. The remaining Class Officers and Student Council Officers shall assume their positions  
341 within four weeks following confirmation of election results.
- 342 2. The new President shall be duly installed by the graduating President and, once installed,  
343 s/he shall install the remainder of the staff.

3. A vacancy in any elected office must be filled by general election within two months' time. However, in the interim, the President may select a temporary substitute with the approval of the Council and until the general election is convened.

**Section D** Special Role

The exiting Student Council Officers shall serve as ex-officio members of the new council for the April transition meeting. They will be there for guidance and consultations, but do not serve as a voting member.

**ARTICLE IX. IMPEACHMENT AND RESIGNATION**

**Section A** Leave of Absence and Resignation

1. Any member of the Student Council who is placed on leave of absence, who is in academic difficulty, or who is involved in disciplinary action shall be automatically relieved of his/her duties.
2. Any member of the Student Council may resign from his position for any reason, at any time.

**Section B** Impeachment of an Executive Committee Member

1. Impeachment proceedings against a Student Council Board member may be initiated by petition of at least 25% of the total student body. A vote of at least two-thirds of the student body shall be required to remove an officer from office.
2. In the event an executive committee member is not fulfilling his or her duty on the Student Council, impeachment proceedings may also be initiated by petition of at least 50% of the Student Council. A vote of at least two-thirds of the Student Council plus approval by the Assistant Dean of Student Affairs would be sufficient to remove an executive committee member from office.
3. The vacated positions will be filled according to election policy (ARTICLE VIII) within 30 days. In the interim the position will be filled according to the Student Council Hierarchy; President, First Vice President, Second Vice President Treasurer, Secretary. However, in the case of the Student Council President, the First Vice President will assume the role for the remainder of the term.

**Section C** Impeachment of a Class Officer

1. Impeachment proceedings against a class officer can be initiated by petition of at least 50% of the class body. A vote of at least three-fourths of the class body shall be required to remove a class officer from office.
2. In the event a class officer is not fulfilling his/her duty on the Student Council, impeachment proceedings may also be initiated by petition of at least 50% of the Student Council. A vote of at least two-thirds of the Student Council plus approval by the Assistant Dean of Student Affairs would be sufficient to remove a class officer from office.
3. The vacated position will be filled according to election policy (ARTICLE VI) within 30 days. In the interim the position will be filled according to the Class Hierarchy; President, Vice President, Curriculum Committee Representative, Student Academic Progress Committee Representative. However, in the case of the Class President, the Class Vice President will assume the role for the remainder of the term.

## **ARTICLE X. FINANCE**

### **Section A** Accounting

1. The Treasurer of the Student Council shall verify expenditures of the Student Council.
2. All moneys shall be placed into a noninterest bearing student account through the University. The Treasurer shall monitor the organizations' funds in separate accounts.
3. The treasurers of all STUCO recognized funded clubs shall verify their own expenditures and manage their accounts with the help of the Student Affairs office staff.

### **Section B** Student Activity Fees

1. Student Council - 40% of the total student activity fee shall be allocated for the Student Council as a whole.
2. Classes - 25% of the total student activity fee shall be allocated to the four classes and divided among each class based on the number of students in each class.
3. Organizations – 30.0% of the total student activity fee shall be allocated among the approved organizations (ARTICLE XI) as proposed by the budget committee and subject to approval by a two-thirds vote of the Student Council.
4. I.D.E.A. Council – 3.5% of the total student activity fee shall be allocated for the I.D.E.A. Council as a whole.
5. The House Project – 1.5% of the total student activity fee shall be allocated for the House Project as a whole.

405       **Section C** Disbursement

- 406           1. It is the responsibility of each organization or class to govern its judicial disbursement
- 407                 with the aid of the Student Affairs Office staff.
- 408           2. Any request for Student Council moneys shall be submitted in writing to the Student
- 409                 Council Treasurer, Student Council President, Student Council Secretary, and the
- 410                 appropriate staff member from the Student Affairs Office using the appropriate form.
- 411                 Funding will only be awarded from the Student Council Operational Budget when the
- 412                 requesting organization demonstrates a financial inability to support the costs of their
- 413                 program. Alumni Grant requests and NJOEF funding may be considered regardless of the
- 414                 organization's financial status. The expenditure of moneys shall be disbursed on a line
- 415                 item basis. If expenditure is not a line item in the budget, then the Student Council must
- 416                 approve it prior to its payment. If approved, the expenditure will be forwarded to the
- 417                 University Student Coordinator for processing.
- 418           3. At the end of each year, the Student Council books will be available for audit if requested
- 419                 by the University.

420       **ARTICLE XI. ORGANIZATIONS**

421       **Section A** Recognition

- 422           1. All new organizations must be recognized by the Student Council before becoming
- 423                 officially recognized by the University. To be recognized, the organization must provide
- 424                 a copy of their Charter and a copy of their Constitution and Bylaws, which shall remain
- 425                 on record with the Student Council. A two-thirds vote of voting members of the Student
- 426                 Council will be required for recognition. An organization may be officially recognized by
- 427                 the Student Council in the absence of funding. See Section B.
- 428           2. Student club recognition also requires approval from the office of the Dean.
- 429           3. Once a club has been officially recognized by Student Council it will be placed into
- 430                 Probationary Status. Probationary Status grants a club all the rights and privileges of an
- 431                 Established Active club except that the Probationary Club will not be eligible for funding
- 432                 through the Student Activities Disbursement. The probationary period (two academic
- 433                 years) commences on the date of official recognition and continues to the end of the
- 434                 second fiscal period (June 30) provided that the club is established by the end of January
- 435                 of the academic year. If a club is established after January of the academic year the
- 436                 probationary period will continue to the end of the third fiscal period. Successful

437 completion of the Probationary Period is defined as meeting all of the requirements of an  
438 Established Active Club or Organization as defined in ARTICLE XI, Section A, Point 5,  
439 Subpoint (a).

- 440 4. Upon Completion of the Probationary Period, an organization will be deemed either  
441 Established Active or Defunct as outlined below. All campus organizations will be placed  
442 into one of the following classifications:

443 (a) Established Active - Defined as an officially recognized student organization that  
444 meets the following criteria:

445 (i) has a student membership of at least 5% of the total student population.

446 (ii) schedules at least 1 student related topic or informative event open to the student  
447 population during its fiscal year.

448 (iii) participates in at least one Student Government organized event during a fiscal  
449 year.

450 (iv) Student organizations shall hold an annual election to be held at the student  
451 organization's general membership meeting prior to April 15th of the current  
452 academic year. The results of all student organization elections are to be  
453 submitted by April 15th to the office of Student Affairs and the current Student  
454 Council President and First Vice President. The newly elected officers of the  
455 student organizations must meet with the previous officers for transition of  
456 chapter functions. It is the responsibility of the newly elected officers to ensure  
457 that the student organization is entirely in compliance with Article XI of this  
458 constitution. The newly elected officers must also ensure that a copy of the  
459 student organization's current constitution is on file with the office of Student  
460 Affairs and the Student Council.

461 (v) All Established Active students organizations on campus must arrange a date to  
462 participate in the Student Lounge and club closet cleaning schedule at least once  
463 a year, as per the Student Council First Vice President.

464 (vi) All Established Active organizations must complete the annual End of Year  
465 Report released by Student Affairs by April 15th in order to maintain funded  
466 status.



(b) Established Inactive - Defined as a student organization that fails to meet the criteria defined in ARTICLE XI Section A, Point 4, Subpoint (a). A club shall be designated Establish Inactive only after a general Student Council vote (2/3).

(i) A club shall remain Established Inactive until the Student Council votes to reactivate them. The club shall be ineligible for future funding until reclassified as Established Reactive or Defunct as stated in Article XI, Section A, Point 4, Subpoints (c) and (d).

(c) Established Reactivated – Defined as a student organization which has been voted by the Student Council to be classified as Established Reactivated and complies with the following:

(i) Currently an Established Inactive club.

(ii) An active student membership of at least 5% of the total student population.

(iii) During the period of Established Reactivated the club must provide the Student Council with evidence of continued student interest and involvement in Student Government activities. The period of Established Reactivated classification shall be no less than three months. STUCO will conduct votes on the status of Established Reactivated clubs twice annually: at the January meeting and at the April Meeting of each academic year, at which all clubs which have met the three month threshold will be voted into either Established Active or Defunct status.

(d) Defunct - Defined as a student organization which fails to meet the criteria listed under Article XI, Section A, Point 4, Subpoint (a) or a club which is currently designated Established Inactivated and fails to meet the criteria to be classified as an Established Reactivated club. Defunct clubs shall be abolished; however, if student interest arises in a defunct club it can be re-initiated as a Probationary Club as defined in ARICLE XI, Section A, Point 3.

5. Student Council reserves the right to evaluate a student organization at any time during its fiscal year. If Student Council deems that a club is not meeting the criteria listed in Article XI, Student Council can hold a general vote (2/3) to change the classification of a club. A club shall be granted at least 1 month to prepare arguments for its presentation to be given at a Student Council meeting before the general vote (2/3 vote) is cast determining its reclassification.

**Section B Funding**

1. In order for a club or student organization to receive or renew funding, its membership and/or charter shall not be exclusionary based on gender, race, culture, religion, marital status, age or sexual orientation.
  - (a) In the years in which a club or student organization is approved for probationary status they may petition the Student Council for funding from its operating budget. This process will be followed until such a time as the club is determined to be Established Active or Defunct.
  - (b) Starting the year a probationary club, which continues to meet the criteria for funding, is determined to be Established Active, it shall receive its funding from that portion of the Student Activities fees allocated for clubs and organizations.
2. At the end of an organization's probationary period, Student Government shall vote to recognize a club as Established Active or Defunct. It is the responsibility of the First Vice President to provide Student Council with the status and compliance of each club. This shall take place at the next scheduled meeting following the beginning of a new fiscal year.
3. A general Student Council vote is required for the approval for funding.
  - (a) Student Government shall base their decision if a club meets the criteria listed under Article XI, Section A.
  - (b) A club must file a year-end report as listed in Article XI, Section B, Point 4.
4. All Student Council recognized clubs and student organizations must submit a year-end report detailing the club's activities during the fiscal year due by April 15th of the current fiscal year.
  - (a) The year-end report shall include but not be limited to:
    - (i) A description of all yearly activities
    - (ii) A financial report of all yearly activities
    - (iii) An estimate of next year's expenses listing all planned activities
    - (iv) A membership list
    - (v) A list of conventions attended by members

(b) The year-end report will be reviewed by the Student Affairs Office, the First Vice President, and the STUCO Treasurer every 2 years in order to ensure that it effectively evaluates student organizations. The report requirements will be mutually agreed upon by Student Affairs and Student Council.

5. The semester funds allotted to the clubs from the student activity fees will be disbursed using two criteria. An initial allotment of funds will be given to all clubs and student organizations that meet the basic criteria outlined in ARTICLE XI, Section B, Point 5, Subpoint (a) with additional funding being awarded to clubs and student organizations based upon a point system outlined in ARTICLE XI, Section B, Point 5, Subpoint (c)

(a) Each Established Active or Established Reactivated club or student organization that submits and end of year report will be eligible for an initial annual allotment of \$200 provided they meet the following criteria :

(i) Membership: Greater than 5% of the entire student body, based on last year

(ii) Activities: At least three general meetings or non-service activities per year

(iii) Community Service: At least one event that benefits an entity outside of the University per year

(iv) School Service: Service that benefits the school in a student council organized event, including Accepted Students Day, Club Fairs, etc. Two events are required to receive credit.

(b) Clubs and student organizations that fail to submit their end of year report by the assigned deadline will not be eligible for funding from the Student Activities disbursement the following fiscal year.

(c) Clubs and student organizations may be awarded additional funding over and above the \$200 initial allotment based on additional points that the club may accrue. After the initial \$200 disbursements are given to all eligible clubs and student organizations, the remaining money in the disbursement pool will be divided amongst the organizations based upon how many points they have. The criteria for obtaining points will be outlined clearly on the end of year report and will include but not be limited to the following:

(i) Having greater than 5% of the student body hold membership

(ii) Holding more than 1 community service event per school year

(iii) Holding more than 5 non-service events throughout the school year

(iv) Having members who attend relevant annual conferences

(v) For clubs identified as cultural by Student Affairs and the I.D.E.A. Council,  
having a designated I.D.E.A council representative.

**6.** Any clubs who are deemed Defunct as defined in ARTICLE XI, Section A, Point 4,  
Subpoint (d) shall have any financial balance remaining in their account added to the pool  
of money that is disbursed to student organizations the following year.

## **ARTICLE XII. AMENDMENTS**

**Section A** Amendments to the Constitution may be proposed by any member of the Student Council  
or by written petition signed by 25% of the student body.

**Section B** A seventy-five percent affirmation vote from all voting in the Student Council shall be  
necessary for adoption of amendments to the constitution.

## **ARTICLE XIII. RATIFICATION**

**Section A** This constitution shall become effective immediately upon a two-thirds majority vote of  
those students voting. The date of ratification shall be noted and made a permanent part of this  
record.

**Section B** A copy of this document shall be provided to each student in the Education Handbook.

## **ARTICLE XIV. DATE OF ADOPTION**

**Section A** This Constitution was ratified by a 2/3 majority vote of those voting in the election of the  
Student Council on January 18, 1995, and was subsequently revised and approved by Student  
Council on April 7, 1997; October 4, 1997; February 11, 1999; April 17, 2001; February 12,  
2006; September 20, 2007; March 18, 2010; September 20, 2012; August 18, 2013; and August  
21, 2014; September 18, 2014; January 17, 2017; February 22, 2017; and March 26, 2018.