

Constitution of PRIDE!

The Gay, Lesbian, Bisexual, Transgender, Queer, Questioning, and Allied Student Association of
The University of North Carolina Greensboro
As Ratified 9/25/2003 and Amended on 10/04/2004 and 1/23/2006.

Preamble:

We the members of PRIDE! at The University of North Carolina at Greensboro, in order to promote and represent diversity, individuality, equality, and social awareness of gay, lesbian, bisexual, transgender, queer, questioning and straight allied issues, will establish a social network, advocate health and wellbeing to PRIDE! members and work to educate the University Community and create awareness in relation to GLBTQA issues and concerns. We will abide by this Constitution.

Article I: Nomenclature:

Acknowledging our history as the Gay, Lesbian, and Bisexual Student Association, the official name of this organization will be "PRIDE!" which shall stand to represent, "Proudly Representing Individuality, Diversity, and Equality!"

Article II: Mission Statement:

PRIDE! will strive to be a resourceful organization, to promote awareness of queer issues and establish an open social network for its members. We strive toward our mission to serve the members of PRIDE! at the University of North Carolina Greensboro via weekly meetings, social functions, and community outreach.

Article III: Membership:

Section A:

Membership will be open to all students, faculty, staff, and members of the community regardless of race, religion, national origin, age, disability, difference in ability, ethnicity, gender, sex identification, sex, sexual orientation, and veteran or marital status. There will be three levels of membership in PRIDE!

1. Active Membership is reserved for currently enrolled students at UNCG. Only Active Members are eligible to vote and may hold office.
2. Inactive Membership is reserved for currently enrolled students at UNCG who have attended one General Body meeting and have not met Active Membership requirements.
3. Associate Membership is open to all individuals not currently enrolled at UNCG.

Section B:

Active Membership will be established upon record of attending two consecutive or three non-consecutive General Body meetings per academic semester. Upon four consecutive absences per semester from General Body meetings, Active Members will be designated as Inactive Members. Inactive Members wishing to revert to Active Membership must attend two consecutive or three non-consecutive General Body meetings post their inactivity.

Section C:

Only members of the Executive Board and the Advisor(s) will have access to the attendance logs and active member roster. Barring any legal obligation, officers and the advisor(s) will be prohibited from divulging any information contained therein. A member's request of anonymity on attendance logs or membership rosters will be honored. Membership will be strictly confidential.

Article IV: Organization:

This constitution will be made available to the General Body via the PRIDE! website and from Executive Board members every semester. PRIDE! will consist of its members, an Executive Board, an Advisor(s), and committees as needed.

Section A: Executive Board

The Executive Board is charged with executing the provisions of this Constitution, thereby providing for the management of PRIDE! and the organization's wellbeing. It will consist of a President, a Vice-President, a Student Government Association Representative, a Business Manager, a Secretary, a Program Coordinator and Outreach Coordinator(s). All board members have the authority to assemble from the membership body the necessary assistance to complete tasks.

1. General Requirements
 - a. Will be responsible for successfully satisfying the requirements of the Office of Student Life and the Student Government Association in a timely manner.
 - b. All Executive Board members must attend the annual leadership conference in September.
 - c. Officers will have established Active Membership as defined in Article III, section 2.
 - d. Officers will meet with the Advisor(s) upon Advisors' request.
 - e. Officers will serve as a resource to the community and will see to their duties by maintaining set office hours. Office hours must be at least two hours per week and will be logged in the executive log book. The office hour requirement of the SGA Representative may be fulfilled by attending SGA meetings.
 - f. Officers will attend all General Body Meetings, with a maximum of two grace absences allowed per semester. Exemptions can be made by a three-fourths vote by the Executive Board.
 - g. Officers will attend all Executive Board meetings, with no grace absences. Exemptions can be made by a three-fourths vote by the Executive Board.
 - h. Officers will be responsible for running General Body Meetings, as delegated by the Executive Board.
 - i. Officers will maintain a log or manual of duties, activities, and event reports to assist in the orientation and training of new Executive Board members.
 - j. Officers will return University property in their possession and remove personal items not related to PRIDE! from the office.
 - k. New officers will attend all scheduled orientation sessions and become familiar with this constitution and available officer manuals.
 - l. Will be responsible to call for announcements at General Body meetings.
 - m. Will provide news, announcements, and/or contact information for the Secretary as needed (for posting to website, office referrals, and communications).
 - n. Will be responsible for the maintenance and security of office property and equipment.
 - o. Officers will review, maintain, and update the rules and regulations governing PRIDE! including, but not limited to, the constitution.
 - p. Will collaborate with the entire Executive Board to appoint committee heads.
 - q. Will be responsible for presenting and defending the budget before SGA, with the Business Manager as required by SGA guidelines.
 - r. Will be responsible for overseeing the maintenance of attendance logs for the Active Member Roster.
 - s. All Executive Board members are required to attend at least one mandatory Office of Student Life affiliation meeting (completing two hours of leadership education each semester).
2. President
 - a. Will serve as official organizational liaison to the University and the community at large.
 - b. Will make an agenda and preside over all Executive Board meetings.
 - c. Will preside over all General Body Meetings.
 - d. Will assume or delegate the duties of vacant Board positions.
 - e. Will be responsible and accountable for the completion of delegated tasks.

- f. In the event that the Business Manager is unavailable, the President may approve the use of organizational funds.
 - g. Will supervise the Webmaster in the maintenance of the PRIDE! website.
3. Vice-President
- a. Will know the duties and responsibilities of the President.
 - b. Will be Acting President in the event of the President's absence at Executive Board meetings or General Body meetings and will assume the resulting responsibilities.
 - c. Will be Acting President and complete the term of the President in the event that the position of President is vacated.
 - d. Will ensure that the duties of other Officers, assigned here or otherwise delegated by the President, are completed in a timely manner.
 - e. Keeps in contact in a consistent manner with chairs of each committee to stay informed of their projects and problems. Attends committee meetings whenever possible.
 - f. Will be responsible for the completion and collection of activity reports for all PRIDE! activities and delivery to the secretary.
4. Student Government Association Representative
- a. Will attend all Student Government Association meetings and assume responsibilities of duties delegated by SGA.
 - b. Will serve as an advocate for PRIDE! in the Student Government Association.
 - c. Will report to the Executive Board and to the General Body the activity of SGA meetings attended as needed.
 - d. Will keep an archive of SGA reports.
 - e. Will be responsible for finding an alternate delegate in the event that they cannot attend an SGA meeting.
5. Business Manager
- a. Will be responsible for updating the Executive Board at least twice a month regarding financial matters of the organization.
 - b. Will be responsible for approving all expenditures (see also Article IV, ii-h.)
 - c. Will ensure all outstanding balances are paid on time.
 - d. Will participate in the financial planning of all current and upcoming projects.
 - e. Will interact on a regular basis with the Office of Student Life Business Manager and Treasurer of the SGA.
 - f. Will be responsible for the planning and development of a budget as deemed appropriate by the SGA and Executive Board; which must be approved by the Executive Board and the SGA. Copies will be made available to Active Members.
 - g. Will be responsible for presenting and defending the budget before the SGA, with another member of the Executive Board, as needed.
6. Secretary
- a. Will maintain a list of PRIDE! contacts along with the Outreach Coordinators, to be updated throughout each semester.
 - b. Will continually maintain an attendance log, at all times, of General Body and Executive Board meetings.
 - c. Will continually maintain and update an Active Member roster.
 - d. Will keep an accurate calendar of events, as needed.
 - e. Will write press releases with the assistance of the Executive Board.
 - f. Will take minutes at all General Body meetings and all Executive Board Meetings.
 - g. Will keep files of minutes, activity reports, and contracts. Copies will be made available to all PRIDE! members upon request.
 - h. Will make copies of this Constitution available to members upon request.
 - i. Will share the responsibility of maintaining or updating an organizational brochure.
 - j. Will process all incoming written correspondence and all incoming email to pride@uncg.edu

- k. Will keep publications, flyers, photos, and news articles pertaining to PRIDE! and/or PRIDE! activities and will make copies available to members upon request.
 - l. Will be a liaison between the Executive Board and the PRIDE! Webmaster.
 - m. Will make copies of flyers for meetings and events in collaboration with the Outreach Coordinators and committees as needed.
7. Program Coordinator
- a. Will be responsible for logistics of all meetings throughout the year.
 - b. Will work with Executive Board to plan meeting topics within the first month of the school year.
 - c. Will be responsible for planning the first month of meetings/topics.
 - d. Will be responsible for finding and maintaining contacts to visit PRIDE! to do presentations for various meetings.
 - e. Will be responsible for sending "thank you" notes to speakers of meetings and events.
8. Outreach Coordinator(s)
- a. Will outreach to the population of PRIDE!, the University of North Carolina Greensboro, and the greater Piedmont Triad region; as liaisons between PRIDE!'s Executive Board and new, current, and potential members.
 - b. Will maintain contact with all members via the PRIDE! listserv(s) for the purpose of announcing General Body meetings and special events.
 - c. Will devise effective ways of increasing and maintaining membership.
 - d. Will assist the Secretary in the production of flyers for meetings and events.
 - e. Will be responsible for developing, planning, and implementing activities for Fall Kickoff with the assistance of the Executive Board.
 - f. Will submit to the Secretary relevant information for maintaining or updating an organizational brochure.
 - g. Will provide news, announcements, and/or contact information for the Secretary as-needed for posting to the website, office referrals, and communications.

Section B: Committees

Ad-hoc committees may be formed for a specific purpose at the discretion of the Executive Board. Said committee will be chaired by an Active Member appointed by the Executive Board, and is responsible to the Vice-President. The committee chair will provide progress reports to the Vice-President on a timetable to be determined by the Vice-President. Budgeted funds will be made available by the Executive Board and dispersed by the Business Manager to purchase the necessary goods and services for each event.

Section C: Faculty/Staff Advisor(s)

1. PRIDE! shall maintain at least one full-time faculty, staff, or graduate student Advisor in accordance with the regulations of the Office of Student Life.
2. The Advisor will maintain contact with PRIDE! by attending at least five General Body meetings per semester and one Executive Board meeting per month, to be familiar with its programs and personnel.
3. The Advisor should demonstrate familiarity with University policies and procedures and help PRIDE! to comply with them.
4. The Advisor will help in the training of new Board Officers and help them develop leadership skills.
5. The Advisor is to chair the Executive Board meeting during deliberation on an accusation to remove a Board Member and may only act to structure the discussion.
6. The Advisor(s) must be present at all election meetings and tally all votes. Should the Advisor(s) be unavailable, it is the responsibility of the Advisor to find an alternate from the Office of Student Life.

7. Advisor(s) who are no longer employed by the University or enrolled as graduate students are considered to have resigned if they do not do so on their own.
8. Advisor(s) will remain in position until the Advisor(s) resigns, or is asked to step down.

Article V: Meetings

PRIDE! will operate by holding General Body and Executive Board meetings. As stated in Article IV, Section A, 2, c, the President will determine the agendas and preside over these meetings.

Section A: General Body meetings

General body meetings throughout the academic year will be held weekly on a day that best accommodates the PRIDE! Members as determined by simple majority vote no later than the third meeting of each semester. In the event that an alternate day is needed, a simple majority vote by the Membership is required for the change (see also, Article vii). General Body meetings will be centered on various support, educational, and social topics.

In the event that a meeting needs to be cancelled, the President will make the decision. Should the President be unavailable, the Vice-President will make the decision. If the Vice-President should also be unavailable, the majority of the remaining Executive Board members will make the decision.

Section B: Executive Board meetings

Executive Board meetings will be held at least weekly during the academic year. During summer break the Executive Board will meet at least two times. Any board member absent will be informed of the meetings' goings-on by meeting minutes in a timely manner.

Section C:

Organizational functions will permit equal and open access for all.

Section D:

Attendance will be recorded at every meeting. The membership log will have the option to give name and contact information, either telephone number or email address. Upon record of a consistent name by attending two consecutive or three non-consecutive meetings, proof of attendance will be by signing the role. This information is confidential and the only persons to have access to this log are the current Executive Board and the Advisor(s).

Article VI: Motions and Voting

Section A:

1. All Active Members (as described by article III, section 1, a) will have an equal voice in all General Body meetings. Each Active Member has one vote.
2. Any Active Member may offer a motion at a General Body meeting.
3. Before a motion can be considered or discussed, another Active Member must second it.
4. The motion will be discussed. The Advisor(s) may limit discussion (or at the discretion of the Advisor, the President may assume this role) if the discussion is not germane. The person making the motion should be prepared to answer questions about it.
5. After the motion is discussed, it may be withdrawn or amended by the member who proposed the motion, or amended by any Active Member; it may be passed or defeated by the voting members of the General Body; or tabled; or ruled out of order by the person presiding over the motion.
6. Types of votes that may be made on any given motion are as follows:
 - a. Yes, or in favor-
 - b. No, or not in favor-
 - c. Abstention- this vote is neither for nor against the motion. (Voting abstention is most appropriate when there is no clear opinion on the issue)
7. The motion will pass by a plurality vote.

8. The Executive Board may determine absentee voting on a case-by-case basis.

Article VII: Elections

Accepting the responsibility of an office is to be considered a very serious matter; all provisions of this constitution must be adhered to. In the event that the provisions of this constitution are not adhered to, the consequence is removal from office.

Section A:

Nominations for Officers will be opened the meeting after Spring Break and will close in two weeks, at which time elections will be held. There will be a separate vote for each office. Voting will take place in the order listed in Article IV, section 1. Persons nominated for multiple positions must take the first position they are voted into. No one person shall hold more than one office.

Section B:

1. All nominees must meet Student Government Association requirements for the office to which they have been nominated.
2. Any active Member who is a student at The University of North Carolina Greensboro is eligible to be nominated for the positions of President, Vice-President, SGA Representative, Business Manager, Secretary, Program Coordinator, or Outreach Coordinator(s) at annual or special elections.

Section C:

Nominees will be offered two minutes to address the membership at the election meeting.

Section D:

Officers will be elected by secret ballot and the Advisor will tally the votes. If the Advisor cannot be present, the Executive Board must be notified and a request for a representative from the Office of Student Life will be made to fulfill that role.

Section E:

The nominee who receives the most votes will be announced as the new officer, before the conclusion of the election meeting. In the event of a tie, there will be a Run-Off election/re-vote the following week – this is only for the nominees who received an equal number of votes.

Section F:

The current Executive Board will resign and the new Executive Board will assume office at the conclusion of the academic year.

Section G:

In such event that an Officer resigns, is removed, or otherwise unable to fulfill duties, a special election will take place. Nominations for the special election are open at the following General Body meeting. Nominations will close the following week and the election will be held. In the case of a removal or resignation on the day of a General Body meeting, the nominations for the special elections will open at the following meeting. Nominations will close one week after being opened and the election will be held. In the case where no nominations are made, the Executive Board shall have the authority to appoint, by a $\frac{3}{4}$ majority vote, an Active Member to fill the vacant position.

Section H:

In the event of a special election within the first month of the semester, active voter ship includes Active Members from the previous semester.

Article VIII: Removal of Officers and Committee Heads

Section A: Officers

Officers will be forced to vacate their office for not adhering to this constitution. This is understood to be a serious matter. Removal must be handled in an equally serious manner and with strict adherence to the following procedure.

i. Accusation

Any Active Member may accuse an Officer of a specific violation of this constitution. That person must present a written statement of accusation, with supporting evidence including the article and section violated by the accused officer to the Advisor(s).

ii. Meeting with Advisor(s)

The accuser must meet privately with the Advisor(s) to discuss whether or not to continue along the removal process. In the event an alternate solution is not found, the accusation must be presented to the Executive Board at the next Executive Board meeting. The Executive Board must then move into a period of debate to discuss the merits of the accusation.

iii. Executive Board Deliberation

The accusation will be clearly recorded by the Secretary and signed by the Accusing Member. The full Executive Board must discuss the accusation within one week of that Executive Board meeting and before the next. The Advisor(s) is to chair the Executive Board meeting during deliberation and may only act to structure the discussion. If the Advisor(s) cannot be present, the Executive Board must be notified and a request for a representative from the Office of Student Life will be made to fulfill that role. A majority vote of two-thirds of the Executive Board is needed in order for the Board to either recommend the accused Board Member's removal or for the Officer to remain. Should a two-thirds majority vote not be reached, the Executive Board will make no recommendation.

iv. Executive Board Recommendation

Regardless of the Executive Board vote, the majority will choose a spokesperson, which is not the accused Officer, and a recommendation will be announced, based on the Board's vote, at the next General Body meeting.

v. General Body Deliberation and Voting

The accused Officer will be given five-seven minutes to speak after the Executive Board spokesperson makes a recommendation. The accuser will then be given ten minutes to counter. The General Body members will then debate for a maximum of thirty minutes. Voting will be by secret ballot, by Active Members only, and the Advisor(s) will tally the votes. If the Advisor(s) cannot be present, the Executive Board must be notified and a request for a representative from the Office of Student Life will be made to fulfill that role. If the General Body members vote to remove, by a two-thirds majority vote, the decision goes into effect immediately.

Section B: Committee Heads

The committee will appoint committee heads by a simple majority vote. Removal of committee heads will be voted on by the committee and a two-thirds majority must be achieved for the removal of the committee head. The Vice-President is responsible for the actions of the committee heads.

Article IX: Removal of Advisor

Advisor(s) will be forced to vacate their office for not adhering to this constitution. This is understood to be a serious matter. Removal must be handled in an equally serious manner and with strict adherence to the following procedure.

i. Accusation

Any Active Member may accuse an Advisor of a specific violation of this constitution. That person must present a written statement of accusation, with supporting evidence including the article and section violated by the Advisor to a representative from the Office of Student Life.

ii. Meeting with Office of Student Life Representative

The accuser must meet privately with a representative from the Office of Student Life to discuss whether or not to continue along the removal process. In the event an alternate solution is not found, the accusation

must be presented to the Executive Board at the next Executive Board meeting. The Executive Board must then move into a period of debate to discuss the merits of the accusation.

iii. Executive Board Deliberation

The accusation will be clearly recorded by the Secretary and signed by the Accusing Member. The full Executive Board must discuss the accusation within one week of that Executive Board meeting and before the next. A representative from the Office of Student Life is to chair the Executive Board meeting during deliberation and may only act to structure the discussion. A majority vote of two-thirds of the Executive Board is needed in order for the Board to either recommend the accused Advisors' removal or for the Advisor to remain. Should a two-thirds majority vote not be reached, the Executive Board will make no recommendation.

iv. Executive Board Recommendation

Regardless of the Executive Board vote, the majority will choose a spokesperson, and a recommendation will be announced, based on the Board's vote, at the next General Body meeting.

v. General Body Deliberation and Voting

The accused Advisor will be given five-seven minutes to speak after the Executive Board spokesperson makes a recommendation. The accuser will then be given ten minutes to counter. The General Body members will then debate for a maximum of thirty minutes. Voting will be by secret ballot, by Active Members only, and a representative from the Office of Student Life will tally the votes. If the General Body members vote to remove, by a two-thirds majority vote, the decision goes into effect immediately.

Article X: Ratification, Amendments, and Suspensions

Section A: Ratification

A two-thirds majority of the Executive Board must approve this constitution, at which point it will be proposed to the General Body for ratification. The General Body must formally approve the constitution within one month of receiving the proposed constitution. Should the deadline for ratification occur during summer sessions or University breaks, the deadline will be extended to within the first month of the following academic semester.

Section B: Amendments

Any member may propose amendments to this constitution at a General Body meeting. If a constitutional advisory committee exists, the committee must address the issue within two weeks. The Executive Board must either deny the amendment by a two-thirds vote or form a constitutional advisory committee to address the issue. Once the issue has been addressed, a recommendation from the constitutional advisory committee must be made to the Executive Board within one month. If the Executive Board makes further recommendations, the amendment must go back to the constitutional advisory committee within two weeks. If the Executive Board approves the amendment, it is sent to the General Body for ratification.

Section C: Suspensions

Any portion of this constitution, unless stated otherwise, may be temporarily suspended by a two-thirds majority vote of those General Body members present and voting.

Amendments

Amendment I: Associate Members

Should a program or activity sponsored by UNCG PRIDE! be deemed inappropriate for Associate Members under the age of eighteen (18) by the Executive Board, the Executive Board reserves the right to remove those Associate Members under the age of eighteen (18) from that program or activity. (Amendment Ratified 10/07/2004).

Amendment II: Article VII. Section G.

Amended from:

In such event that an Officer resigns, is removed, or otherwise unable to fulfill duties, a special election will take place. Nominations for the special election are open at the following General Body meeting. Nominations will close the following week and the election will be held.

Amended to:

In such event that an Officer resigns, is removed, or otherwise unable to fulfill duties, a special election will take place. Nominations for the special election are open at the following General Body meeting. Nominations will close the following week and the election will be held. In the case of a removal or resignation on the day of a General Body meeting, the nominations for the special elections will open at the following meeting. Nominations will close one week after being opened and the election will be held. In the case where no nominations are made, the Executive Board shall have the authority to appoint, by a $\frac{3}{4}$ majority vote, an Active Member to fill the vacant position. (Amendment Ratified 1/23/2006).

Amendment III: Preamble

Amended from:

We the members of PRIDE! at the University of North Carolina Greensboro, in order to promote and represent diversity, individuality, equality, and social awareness of queer issues, will establish a social network and advocate health and wellbeing to PRIDE! members. We will abide by this Constitution.

Amended to:

We the members of PRIDE! at The University of North Carolina at Greensboro, in order to promote and represent diversity, individuality, equality, and social awareness of gay, lesbian, bisexual, transgender, queer, questioning and straight allied issues, will establish a social network, advocate health and wellbeing to PRIDE! members and work to educate the University Community and create awareness in relation to GLBTQA issues and concerns. We will abide by this Constitution. (Amendment Ratified 1/23/2006).