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Passed
Fall 2005 JH

Constitution for *Free-Spirit: Gay and Straight Alliance Organization*

Article I. The name of the organization shall be Free-Spirit: Asexual, Bisexual, Gay, Intersexes, Lesbian, queer, straight, transgender, two-spirited and questioning people. This organization shall be referred to as the Free-Spirit: Gay and Straight Alliance Organization.

Article II. The Purposes of this organization shall be:

Section A. To serve as an educational forum for those within the organization and for the campus at large, as well as to actively seek to improve the lives of the aforementioned peoples. Discussion concerning issues of all types of sexuality will occur within the organization. The organization will also be a resource for public education about the lives and experiences of asexual, bisexual, gay, intersexes, lesbian, queer, straight, transgender, two-spirited and questioning people. The main purpose of Free-Spirit is to serve as a social and educational Organization for the College community.

Section B. To provide mutual support within the organization, among its members, shall be an important part of this organization.

Section C. To hold events that will encourage gathering and discussion by all members of the Wilkes University community with the expectation that all participants shall be treated with respect.

Section D. Cooperation

1. The organization will actively consider co-sponsorship of, support of, and participation in, all proposals made by any Wilkes University organizations.
2. The organization will actively consider co-sponsorship of, support of, and participation in, all proposals made by off-campus organizations, with exceptions violating Student Government appropriated funds.

Section E. This Organization gathers to discuss issues of relevance and importance to its membership. The general meetings are not intended for personal gossip or rumor, malicious or otherwise.

Section F. When addressing the Executive Board and the general membership, an individual is to show respect and not use personal attacks in discussions. The general meetings are a forum that respects and encourages all opinions and viewpoints to be expressed.

Section G. Attendance of an Executive Board meeting and/or general meeting does not imply a particular sexual orientation or gender identity. Members are not to assume any other meeting attendees' sexual orientations or gender identities.

Article III. Membership

Section A. The organization shall be open to and actively seek the involvement of all members of the Wilkes University community and work to accommodate the specific needs of individuals.

Section B. The organization shall abide by the Wilkes University non-discrimination policy. The group shall also recognize and reject forms of discrimination not officially recognized by Wilkes University.

Section C. The organization's officers shall be a president, vice-president, events coordinator, public relations officer, treasurer, who shall be elected per Article IV, with the exception of the events coordinator

who is appointees of the president and vice-president respectively. All officers shall have voting rights. These officers, along with the organization's advisors shall constitute an Executive Council.

Section D. There shall be two meetings a month at which attendance will be taken. One meeting can be replaced with an event at which attendance will still be taken.

Section E. All persons attending meetings of the Free-Spirit organization shall consider themselves bound by common courtesy and respect for the privacy of the other members of the organization. Membership in Free-Spirit is open to all interested individuals of the College community regardless of their sexual orientation or gender identity. Individuals' sexual orientations or gender identities are not to be inferred on the basis of their involvement with the Organization

Section F. Members in good standing shall be those members attending at least two meetings in the current semester. Also appointed members of long term committees shall be members in good standing should they attend two meeting per semester. In case of a necessary election first semester, elections shall be held in the third week, and members having attended at least one meeting in the first semester shall be considered members in good standing.

Article IV. Elections

Section A. Elections shall be held annually at the end of April. Only students returning for the next academic year, who are also members in good standing, shall be eligible candidates. The organization's advisor(s) shall administer the elections.

1. In the event of a vacancy, elections shall be announced at the next meeting of the organization and elections shall be held at the following meeting.
2. In the event an officer is studying off-campus or takes a leave of absence for any reason, their continuing status as an officer shall be put to vote by a simple majority of the Executive Council, to determine whether or not they are able to perform their duties from a remote location.

Article V. Officers

Section A. Duties of the President -- The President shall organize meetings and alongside the advisor(s), shall mediate within the executive council and group meetings. The President shall also be a contact person for the organization. The President shall be responsible for keeping in contact with the Multicultural Club and Student Government, as well as being a liaison between the organization and the administration, faculty and staff. Finally, the President shall maintain communication with outside communities.

Section B. Duties of the Vice-President -- The Vice-President shall be responsible for aiding the President in any task they are not able to fulfill. The Vice-President shall also assist any officers when needed. The Vice-President shall also fulfill the duties of the Events Coordinator or appoint an Events Coordinator subject to the majority confirmation of the Executive Council.

1. **Duties of the Event Coordinator --** The Event Coordinator shall oversee, under the supervision of the Vice-President, all programming, including, but not limited to: forums, dances, film festivals, and speakers. The planned programming should contribute in some manner to the Wilkes University community as a whole, either socially or educationally.

Section C. Duties of the Secretary-- The Secretary shall be responsible for taking minutes at all executive and general meetings. The Secretary shall communicate those minutes to the Executive Counsel. The Secretary shall also be responsible for keeping attendance at both the Executive Council and general meetings. The Secretary shall also be involved in the administration of voting processes. The Secretary shall be responsible for maintaining current and past records, current and past minutes, and photo albums

for the organization as well as making those materials available upon request.

Section D. Duties of the Public Relations Officer -- The Public Relations Officer shall be responsible for maintaining communication within the campus community, and shall be responsible for maintaining communication with campus communities as well as communication outside the campus. The Public Relations Officer shall also be responsible for keeping a list of current members and sending out notices announcing meetings and events. It shall be the responsibility of the Public Relations Officer to maintain an organized e-mail distribution list of interested individuals and organizations. This list shall be confidential and be available only to the Public Relations Officer or their designee if they are unavailable. The organization shall not disclose the members of the mailing list.

Section E. Duties of the Treasurer -- The Treasurer will keep up to date records of the finances of the organization and is responsible for making necessary payments in the organization's name. The Treasurer will also be responsible for keeping the organization checkbook, bank records, and all receipts, as well as drafting proposals for Student Government's requests. The Treasurer shall deposit all receipts and monies with the business office of the College in the Students Activities Fees account, and shall make disbursements by check through that account. The majority approval of the Executive Council is necessary for the expenditure and allotment of funds.

Section H. Officers are expected to attend all meetings, both executive and general. In the event that an officer is unable to attend a scheduled meeting or event, they should contact another officer. After three unannounced absences, the officer may be asked to step down by the Executive Council and their continuing status as an officer shall be put to vote by a simple majority.

Section I. Failure of an officer to perform duties may result in a warning by the Executive Council and/or removal from office at a general meeting. Three-quarters vote of the executive council members present is required to give a warning. After the third warning, the matter shall be presented to the organization for possible removal from office. Three-quarters vote of the general meeting will be required for removal from office.

Article VI. Special Administrative Procedures Regarding the Executive Board.

Section A. Filling an Empty Office Position. If an Officer resigns or is impeached, the next general meeting will hold a re-election for that Office. This is with the exception of the President, whose replacement will be the Vice-President (and the vacated Office of Vice-President being filled by standard procedure).

Section B. Resignation. In order to resign from an Office position, an individual must submit a formal, written declaration of intention to resign. The President must approve the resignation, and the resigning Officer must continue to fulfill his or her executive duties until he or she has been replaced.

Section C. Impeachment. Officers can be removed by a majority vote, through secret ballot, by the voting of members of the Organization. The motion to impeach an Officer (which must be seconded) will be determined by a vote of yea or nay, with the option of abstaining. A majority vote will result in the impeachment proceeding. The actual vote to remove the Officer will be held at the next following meeting. A majority vote will result in removal of the Officer.

Article VII. Any amendments to the Free-Spirit Constitution must be approved by a 3/5 majority vote of members, and may not in any way violate the Constitution of the Wilkes University Student Government. Amendments may be proposed at any time and voted upon at the proposal of the amendment.

Article VIII. Approval of this Constitution requires a 3/5 majority vote of members present at the meeting of its presentation. This Constitution must be approved by Student Government.