

University of Louisville
Association of Black Students
Constitution & By-Laws

Preamble

We, the members of the *Association of Black Students*, acknowledge the value of the diversity and distinctiveness of the African American collegiate community at the University of Louisville and recognize the need for unity among African American students. We offer this constitution as a declaration of our commitment to promote the political, social, cultural, and academic health of the University of Louisville in general, and those of the African American community, in particular.

Article I. Name

The name of this organization shall be the “Association of Black Students” (ABS) of the University of Louisville.

Article II. Mission

The ABS is a recognized student organization (RSO) at the University of Louisville that serves the campus and surrounding community as a whole, but focuses specifically on African American students. We do this by channeling resource from the African American Programming Fund (AAPF), faculty, staff, and students to individual students and RSOs. ABS ensures campus-wide political, social, academic, and cultural advocacy and awareness while maintaining organizational flexibility and transparency.

Article III. Goals

The Association of Black Students of the University of Louisville (hereafter referred to as the ABS) will be governed by University of Louisville policies, State and Federal Laws. The goals of ABS shall be to:

1. Identify and assess the needs of African American students via the Council of Presidents, town hall meetings, and electronic communications with constituents.
2. Gather and disseminate information as it may relate to African American students.
3. Provide advocacy for African American students and ABS partnered organizations.
4. Encourage African American students in achieving academic excellence (i.e. seek advanced degrees and increased grade point averages).
5. Increase the awareness of the entire University of Louisville community to issues impacting the African American community by sponsoring programs, speakers, workshops and cultural events.
6. Represent the African American student population to the University of Louisville administration in regards to policy, directions, programs and concerns relative to the African American population.
7. Encourage unity and maximize the participation of African American students in the University of Louisville.
8. Seek election of African American students and allies to the offices of the Student Government Association and other recognized student organizations at the University of Louisville.

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9. Encourage the hiring of more African American professors, faculty and staff at the University of Louisville.

Article IV. Membership

Section 1. University Wide Statement

1. ABS is open to any part-time or full-time student presently enrolled at the University of Louisville regardless of race, color, creed, marital status, gender, sexual affectation/orientation, or physical, mental or emotional disability except as provided by federal law.

Section 2. Criteria for Organizational Partnership

1. The organization must be a Recognized Student Organization in good standing with the University of Louisville.
2. Must submit a Recognized Student Organization Agreement and Partnership Packet to the ABS Executive Board.

Article V. Executive Board

Section 1. Structure

1. The ABS Executive Board (hereafter referred to as the EBoard) shall serve as the executive arm of the Association, and make executive decisions to manage the business of the ABS. The Council of Presidents may overrule any decision by the EBoard by a $\frac{3}{4}$ vote of those present and voting at any regularly scheduled Council of President's meeting.
2. The EBoard shall consist of three (3) elected positions, including President, Vice President of RSO Affairs, and Vice President of RSO Development; a Secretary and Treasurer appointed by the President of the ABS; and any additional positions appointed by the President of the ABS. All Presidential appointments are subject to approval by the Council of Presidents at the first regularly scheduled COP meeting following appointment. Appointees require a majority vote of the COP for their appointment to be official. Individuals may serve in a position as "designate" until such time that approval is granted by the COP (i.e., Treasurer-designate).

Section 2. Requirements of Officers

1. Must be in good standing with the University of Louisville
2. Must have and maintain a minimum cumulative grade point average of 2.5 on a 4.0 scale.

The duties and responsibilities of each EBoard position are as follows:

1. The **President** shall:
 - a. Be the representative spokesperson of ABS and shall speak on behalf of ABS when called upon;
 - b. Preside over all EBoard and Town Hall meetings;
 - c. Be ex-officio member of all standing and ad hoc committees;
 - d. Carry out the decisions of the EBoard and the Council of Presidents;
 - e. Have no voting power during COP and/or EBoard meetings;
 - f. Serve as liaison to university committees as required (i.e., the Black Faculty and Staff Association, CODRE, Police Advisory Committee, and the Student Government Association).

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The President may designate a proxy from the Eboard to serve in his/her place on university committees when appropriate or necessary.

1. The **Vice President of RSO Affairs** shall:
 - a. Ensure that members of the EBoard are fulfilling their duties and responsibilities as listed in this Constitution;
 - b. Manage all RSO records and agreements for partnered RSOs with assistance from the Secretary;
 - c. Be responsible for serving as the non-voting, *ex-officio*, chair of the Council of Presidents;
 - d. Maintain an accurate accounting of funds in the African American Programming Fund with assistance from the Treasurer;
 - e. Assume the responsibilities of the President in his/her absence.

2. The **Vice President of RSO Development** shall:
 - a. Develop, implement, and assess leadership training for RSO leadership and members;
 - b. Coordinate the fall and spring RSO leadership summit;
 - c. Assist RSOs with organizational management and development, including the use of social media, electronic databases, and other campus resources;
 - d. Assume the responsibilities of the Vice President of RSO Affairs in his/her absence;
 - e. Attend all SGA Senate meetings on behalf of the ABS.

3. The **Secretary** shall:
 - a. Take minutes at all ABS and Council of President's meetings, and distribute that to the Eboard, COP, and advisors within 72 hours.
 - b. Assist the Vice President of RSO Affairs in maintaining partnered RSO records and agreements;
 - c. Receive and prepare correspondence on behalf of the Association.

4. The **Treasurer** shall:
 - a. Be responsible for managing the ABS operating budget and any related accounts;
 - b. Assist the Vice President of RSO Affairs in tracking African American Programming funds.

Section 3. Additional Staff

1. The duties and responsibilities of each Staff position are left to the discretion of the President based on the needs of the association.
2. Must have and maintain a minimum cumulative grade point average of 2.5 on a 4.0 scale.
3. Staff members are subject to approval by a majority vote of the Council of President's.
4. Vote on staff positions must occur at the first regularly scheduled meeting of the Council of President's following appointment.

Section 4. Election of Officers

1. Candidates wishing to run for office must submit a "Letter of Intent" to the ABS Executive Board by 5:00pm on April 1st of the spring semester.
2. Letters of Intent must be made available electronically for students to download and complete by the Monday following spring break.
3. Letters of intent must include at minimum: Candidate name; Student ID; Phone and Email;

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Candidate Position Statement (allowing candidate to disclose why they want to run for a position in 500 words or less); Disclaimer statement permitting the ABS advisor to verify academic good standing. Other questions may be asked as deemed appropriate by the ABS Eboard and/or Council of Presidents.

3. Official campaigning begins at 5:00pm on April 1st. Candidate statements will be available for public viewing after 5:00pm on April 1st.
4. Electronic voting will take place starting at midnight on April 10th – midnight on April 12th. Votes will be certified by the ABS Advisor and results announced within 48 hours of the polls closing.

Section 5. Tenure of Office

The term of office will be one full year starting May 1st.

Section 6. Removal of Officers

1. Appointed positions serve at the pleasure of the President and may be removed at any time with or without cause. Removal of offices does not require approval or consent of the Council of Presidents.
2. Impeachment Process for Elected Officers
 - a. The authority to impeach elected officers rests with the Council of Presidents.
 - b. Any member of the Council of Presidents may make a motion to impeach an elected officer at any regularly scheduled meeting of the Council. The motion must receive a second in order to be considered by the Council.
 - c. The officer will be notified in writing by the Secretary of the ABS within 24 hours of the motion being passed.
 - d. An impeachment meeting will be held at the next regularly scheduled meeting of the Council of Presidents, but shall not be held sooner than two weeks of the initial motion being passed.
 - e. At the impeachment meeting, the hearing shall last no longer than one hour. The COP has a maximum of 15 minutes to present its rationale and case for impeachment, after which time the office being considered will have 15 minutes to speak on his/her behalf. The COP will have a maximum of 30 minutes to deliberate the merits of the impeachment and to vote on removal of officer.
 - f. A $\frac{3}{4}$ vote of the council present and voting is needed to impeach an officer. Removal will be effective immediately. No appeals will be in order.

Section 7. Vacancy of Office

1. In the event that there is a vacancy of the position of President, the Vice President of RSO Affairs shall resume the duties and responsibilities of the President for the remainder of that term. After which, the Vice President of RSO Development shall assume the duties and responsibilities of the Vice President of RSO Affairs in addition to his/her own. Other elected positions shall be filled by the Secretary and then Treasurer if the need arises.
2. In the event that there is a vacancy of any office on the Eboard (except that of the President), the President shall have the power to appoint a replacement for the remainder of the term pursuant to the approval of the Council of Presidents.

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Section 8. Powers and Limitations

1. The Eboard has the power to make decisions on behalf of the Council of Presidents during summer sessions.
2. The President and/or Eboard cannot at any point elect to modify Eboard stipends, scholarships, or grants during their term in office.

Article VI. Council of Presidents

Section 1. Purpose

1. To serve as the decision making body for the allocation of the African American Programming Fund (AAPF), and to serve as the primary venue for African American organizational leaders to convene and network.

Section 2. Structure

1. The Council of President's shall be chaired by the Vice President of RSO Affairs.
2. The Council shall consist of every President of partnered ABS organizations.

Section 3. Rights & Privileges

1. The Council is the legislative arm of the ABS, and shall have general oversight authority of the ABS Eboard and the African American Programming Fund during the fall and spring academic terms.
2. The Council shall have the right to deny any funding request or request more information at anytime from those requesting AAPF monies.

Section 4. Operation

1. The Chair shall set the meeting dates for the semester a minimum of one month prior to beginning of the semester.
2. The council shall operate under the latest edition of Robert's Rules of Order.
4. The council shall meet no less than once per month.
5. Organizational President's shall send a proxy from their organization's leadership in the event of a conflict with the established meeting times.

Section 5. Partnership Agreements

1. Partnership Agreements are determined each year by the outgoing ABS Eboard and approved by the outgoing Council of Presidents.

Article VII. Financials

Section 1. Officer Stipends

1. Each elected ABS Officer shall receive the following stipend each academic year:

President:	\$1,000
VP RSO Affairs:	\$500
VP RSO Development:	\$500

Section 2. African American Programming Fund

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1. When at all possible, the request for funds from the African American Programming Fund should align with the proposal process of the Commission on Diversity and Racial Equality (CODRE).
2. The process for securing funds from CODRE should be revisited and revised annually to ensure proper university policy is being followed.

Article VIII. Constitution and By-Law Amendments

Section 1. Criteria

1. Any member of the student body that is in good standing can propose amendments to the constitution.

Section 2. Amendment Process

1. Proposed amendments to the constitution and/or by-laws must be submitted in writing at a regularly scheduled meeting of the Executive Board.
2. Public notice will be given electronically to members of the student body that the ABS is in receipt of a constitutional and/or by-laws amendment.
3. Said amendment(s) will be brought to the Council of Presidents at their next regularly scheduled meeting.
4. The amendment will be debated and voted on at the meeting following when it was first introduced to the Council of Presidents.
5. By-laws may be amended by a simple majority vote (50% plus 1) of the members present and voting at the Council of Presidents' meeting.
6. Constitutional amendments must be approved by $\frac{3}{4}$ of the Executive Board and $\frac{3}{4}$ of the full Council of Presidents.
7. The Secretary shall be responsible for updating and archiving the appropriate constitution and by-laws.

Article IX. Ratification

1. This constitution shall become effective upon approval by a $\frac{3}{4}$ majority vote of the Council of Presidents.

Revised: _____

Ratified: _____

***By-Laws are not included here but will include RSO Partnership Agreement and any CODRE supporting documents amongst other things.**