

Constitution for University Board at Eastern Illinois University

Adopted on [date] and/or most recently revised on [date]

Article I **NAME**

Section 1 The name of this organization shall be "University Board," referred to as "UB."

Article II **PURPOSE**

Section 1 The purpose(s) of University Board is to provide a profound college experience by planning cultural, social, and mental wellness events while also organizing traditional events such as Homecoming and Welcome Weekend.

Article III **VOTING**

Section 1 No official business may transact without the presence of quorum, which is fifty-one percent of voting members present.

Section 2 Every voting member's vote is worth one vote.

Section 3 The Chair and Vice-Chair are eligible voting members.

Section 4 The method of voting is done at the discretion of the Chair. In the case of secret ballot vote, the Chair and Advisor tabulates votes.

Section 5 In the case of a tie, the chair will reopen a period of discussion and voting shall take place until a tie is broken or the matter is tabled.

Section 6 All votes shall follow Robert's Rules of Order at the discretion of the Chair.

Article IV **MEMBERSHIP**

Section 1 Membership in University Board at Eastern Illinois University shall be open to undergraduate students enrolled full time at EIU. Only eligible applicants may be selected.

Section 2 Eligible applicants are students who have a 2.25 Cumulative GPA and are in good disciplinary standing with the university.

- Section 3 University Board at Eastern Illinois University shall have "Committee Member(s)." Committee members are EIU students who are appointed to the committee by Graduate Assistants, Chair, or Vice-Chair.
- Section 4 All positions except committee members are elected and are to be filled when said position is vacant. Elections are to be held at the Chair's and Advisor's discretion and shall take place at a regularly scheduled meeting of the student organization at which quorum is present. At least one week's notice shall be provided for any meeting at which an election is to be held.

Article V **EXECUTIVE OFFICERS**

- Section 1 The Executive Officers of University Board at Eastern Illinois University shall be the Chair and Vice-Chair.
- Section 2 Powers and Duties of Executive Officers:
- A. The Chair will serve as the Chief Executive Officer of the organization, will preside at all meetings of the organization, and will prepare the agenda for meetings. The Chair will be the official spokesperson of the organization in its relations with the campus and community at large. The Chair will appoint all committees. The Chair will have further powers and duties as may be prescribed by the organization.
- B. The Vice-Chair shall preside at organization meetings in the absence of the Chair. The Vice-Chair shall perform all legal duties assigned by the Chair. The Vice-Chair shall assume the office of Chair if the office becomes vacant.
- Section 3 Qualifications necessary to hold office in University Board at Eastern Illinois University are as follows:
- A. Office of Leadership and Engagement at Eastern Illinois University RSO policies require that to be "eligible" to hold executive office, candidates must be in good academic, good disciplinary standing, and a full-time student at Eastern Illinois University. Student Life Office at Eastern Illinois University RSO policies require that all of the Executive Officers maintain a minimum overall 2.25 cumulative grade point average or higher each term
- B. Have held a voting position on the board for one full semester or received 2/3 of the voting members' votes to become an eligible candidate.
- C. Have sophomore standing or higher and have two full semesters left at EIU.

D. They shall also not be an Apportionment Board member, Student Senator, Student Government executive, or Student Supreme Court Justice during their term of office.

E. They must also be nominated by a voting member of the Board. This member cannot be themselves.

Article VI **SELECTION OF OFFICERS**

- Section 1 Nominations for Executive Officers shall be made at the regular meeting immediately preceding the elections. Members must be nominated by a fellow board member. Members may not nominate themselves.
- Section 2 The Executive Officers of University Board at Eastern Illinois University shall be nominated and elected in this order: Chair and Vice-Chair.
- Section 3 Executive Officers shall be elected by a simple majority.
- Section 4 Votes shall be cast by roll call; however, when there is only one candidate for an office, a motion may be made to elect the candidate by acclamation.
- Section 5 Executive Officers shall assume office at the last board meeting of the preceding semester and shall serve for 1 academic year.
- Section 6 Executive Officers may be removed from office for cause at the discretion of the advisor.
- Section 7 If the position of Chair becomes vacant as the result of resignation, ineligibility, or impeachment, the Vice-Chair shall assume the office of Chair. Vacancies in any other elected office shall be filled by an election held at the discretion of the Chair. Nominations may be made at the meeting where the vacancy is announced. The Chair may appoint an interim officer to fill the vacancy until the election is held.

Article VII **FINANCIAL OBLIGATION**

- Section 1 Membership in University Board will not collect dues, as it is entirely student fee funded.
- Section 2 Executive officers will be awarded \$2,250 a semester in the form of a stipend, while Leads will be paid hourly for their office hours.
- Section 3 All paid staff including student performers are required to be placed on EIU's payroll system.

- Section 4 All expenditure must be approved by the Financial Advisor.
- Section 5 The University Board Chair and Vice-Chair shall propose an annual budget to be voted upon in a regular meeting in the second semester of the academic year for the next fiscal year. Any unbudgeted expenditures shall be approved in advance by the membership. When financial decisions must be made between meetings, the Chair and Vice-Chair are authorized to approve expenditures not exceeding \$300.
- Section 6 University Board funds shall not be used to purchase or reimburse student members for alcoholic beverages.

Article VIII COMPLIANCE

- Section 1 University Board at Eastern Illinois University shall comply with all university and campus policies and regulations and local, state, and federal laws.

Article IX STATEMENT OF NON-DISCRIMINATION

- Section 1 This organization shall not discriminate on the basis of sex, race, color, sexual orientation, gender identity and gender expression, religion, age, marital status, national origin, disability, or veteran status. This policy will include, but not limited to recruiting, membership, organization activities, or opportunities to hold office.

Article X STATEMENT OF NON-HAZING

- Section 1 This organization will not engage in hazing or commit any act that causes or is likely to cause bodily danger, physical harm, personal degradation, disgrace or comfortability by the means of physical or mental harm to any fellow student or person attending the institution.