

# **BEST BUDDIES INTERNATIONAL COLLEGES**

## **Constitution of Best Buddies at Indiana University**

### **2019-2020 Academic Year**

#### **Preamble**

This organization, Best Buddies at Indiana University, is one of the many chapters of Best Buddies International, which has chapters all over the world in different schools and communities. The mission of Best Buddies is to establish a global volunteer movement that creates opportunities for one-to-one friendships, integrated employment and leadership development for people with intellectual and developmental disabilities. We do this at the college level by matching college student volunteers in mutually enriching friendships with persons with intellectual and developmental disabilities.

#### **Article I: Membership**

Membership in any Best Buddies chapter is open to all registered undergraduate students in good standing with the college/university without regard to race, religion, gender, sexual orientation, or politics. A student can apply to be a College Buddy (a student matched with a person with intellectual or developmental disabilities in a one-to-one friendship for the academic year) or an Associate Member (an individual who is not matched, but works to support chapter goals and objectives).

Students wishing to join Best Buddies must attend the mandatory Organizational Meeting, held at the beginning of the academic year. Members must then complete an online application, attend an interview with a representative of the chapter, and be selected to be matched.

If a College Buddy or Buddy does not fulfill the requirements of his/her commitment, the Chapter President will do the following:

1. Investigate the situation before taking any action.
2. After gathering all necessary information, the Chapter President will approach the individual in question to address the situation. After this point, should the individual in question fail to meet the requirements of his/her commitment as a College Peer Buddy or Buddy, the member may be dismissed from the chapter. A chapter is not required to rematch a College Buddy or Buddy if the match has been dissolved. However, if a friendship is dissolved and the remaining individual would like to be matched again, every effort will be made to rematch this individual in a second Best Buddies friendship. The process of re-matching is generally not done during the spring.

#### **Article II: University Compliance**

This organization shall comply with all Indiana University regulations, and local, state and federal laws.

#### **Article III: Executive Officers**

Officer positions include the following:

1. **Chapter President:** An undergraduate student who organizes, leads and maintains a chartered chapter of Best Buddies for the duration of one academic year.
2. **Buddy Director:** A person with intellectual or developmental disabilities who ensures the full participation of Buddies in one-to-one matches and group outings. This

person represents the Buddies.

3. **Friendship Director:** For one full academic year the Membership Coordinator oversees the individual matches by providing support, conducting Friendship Updates, and reporting to the College Buddy Director as needed.
4. **Activities Coordinator:** For one full academic year the Activities Coordinator works with the College Buddy Director to plan, direct, and supervise all chapter activities (group outings, fundraisers).
5. **Treasurer:** For one full academic year the Treasurer acts as chief financial officer of the chapter.
6. **Secretary:** For one full academic year the Secretary helps keep the organization files organized, including attendance records, event data, officer meeting notes, etc. Applications for Chapter President must be completed and submitted to Best Buddies International on or before March 1. Best Buddies Indiana staff select the Chapter President through an application and interview process. Best Buddies Chapter President applications are available to any full-time undergraduate student who has completed one academic year. The Chapter President must attend the annual Best Buddies International Leadership Conference or State Leadership Conference held during the summer. The Chapter President interviews other officer applicants and determines all other officer positions.

#### **Article IV: Advisor**

A member of the college faculty and a staff member of the host site will serve as advisors for the chapter: 1. **Host Site Coordinator:** The Host Site Coordinator works as a liaison between the matched Buddies and College Buddies to provide ongoing information, education, and training for at least one full academic year. The HSC must be a staff member at the host site and be a trained professional in the field of intellectual and developmental disabilities.

**- Resource G - Page 1 of 22. Faculty Advisor:** The Faculty Advisor works as a liaison between the school administration and the chapter and provides ongoing leadership and guidance for at least one full academic year. The FA must be a member of the college faculty and/or full-time staff member.

#### **Article V: Meetings**

Best Buddies at Indiana University will hold one required organizational meeting. This is a recruitment meeting, mandatory for all students who wish to join Best Buddies, and held at the beginning of the academic year. After this organizational meeting, the organization will hold 3-5 club events throughout each semester. These will take place in different locations and all club members are invited, both college buddies and buddies. These events serve as a time for buddy pairs to hang out and for all members to get to know each other better and have a fun time. The officer team will work together to plan a calendar for the school year and plan each individual event together. The secretary will take attendance at each event and will notify the Chapter President if there are any attendance issues.

#### **Article VI: Elections**

There are no elections held in this organization.

## **Article VII: Non-Hazing**

Hazing is strictly prohibited. Hazing shall be defined as any conduct which subjects another person, whether physically, mentally, emotionally, or psychologically, to anything that may endanger, abuse, degrade, or intimidate the person as a condition of association with a group or organization, regardless of the person's consent or lack of consent.

## **Article VIII: Dues and Budgets**

For the 2019-2020 school year, Best Buddies at Indiana University will charge a \$3 membership due for each member. These will be collected one time at the beginning of the year in September. If any member cannot afford to pay dues, they will still be allowed membership into the club after talking to the chapter president. The treasurer will collect the dues. The officer team will work together to create the organization's budget for the whole school year.

## **Article IX: Finances**

Money may be needed to run the chapter. Therefore, chapters are encouraged to hold fundraisers, or seek available campus funding. The chapter will hold a student organization account through the university. The chapter agrees to comply with the Student Organization Account office policies and procedures. The Faculty Advisor for the chapter should be the signatory on the account, and all records should be kept by the Treasurer. Periodic reports on the status of these accounts are required by Best Buddies International, Inc.

Best Buddies Indiana requires a \$350 chapter dues fee from each chartered Best Buddies International chapter for the academic year. These chapter dues will be due on May 1st, 2020 and will cover the following for the 2019-2020 academic year:

- Use of the Best Buddies name and logo
- Use of Best Buddies resources and training materials (program manual)
- Leadership Conference registration fee for Chapter President (travel costs are not included)
- Use of the online paperwork and chapter communication system at [www.bestbuddiesonline.org](http://www.bestbuddiesonline.org)
- Attendance of local leadership training for all officers

## **Article X: Personal Gain Clause**

This organization, if raising funds, shall ethically raise and distribute profits from organizational functions to either the organization or to members who provide a service that directly benefits the organization. Individual members may not receive compensation from for-profit companies if acting as a representative of a student organization.

**Statement of Non-Discrimination:** Indiana University Best Buddies allows any interested student to participate in, become a member of, and seek leadership positions in the organization without regard to arbitrary consideration of such characteristics as age, color, disability, ethnicity, gender, marital status, national origin, race, religion, sexual orientation, or veteran status.