

## **Constitution**

### **Preamble**

We, the members of Feel Think Share at Indiana University, do hereby establish a constitution on (Date). We strive to provide a group for our peers who are grieving the illness or death of a loved one. We seek to empower these individuals by giving them a safe, private place where they can express themselves. We wish to do this by starting a student organization revolving around the formation of a peer-led support group for people grieving the illness or loss of a loved one. We will communicate with (IU Counseling, campus ministries, and other organizations) to ensure that people in need are able to find us.

FTS will organize peer-led support groups for those who are grieving the illness or loss of a loved one to share thoughts, feelings, and to express themselves to peers who have shared similar experiences. Additionally, FTS will organize service opportunities open to all students to raise money and awareness for causes important to club members.

### **Article I: Name**

Our organization is named Feel Think Share at Indiana University Bloomington.

### **Article II: Purpose**

1. To provide a safe environment where people experiencing grief can come and express themselves to peers who have similar experiences.
2. To provide one group outing per semester centered around building camaraderie and encouraging people to express their thoughts and feelings of grief.
3. FTS understands and is committed to fulfilling its responsibilities and will follow school policies.

### **Article III: Membership**

1. Voting membership shall be limited to persons officially enrolled at Indiana University Bloomington as full-time undergraduate or graduate students. In addition, the following requirements are necessary to constitute voting membership: (A person with a voting membership will be eligible to vote to elect administrative positions)

- A. attendance of 75% of meetings
- B. Participation in at least one of the semester activities and in the annual service project unless activities interfere with either a job or school or is excused by the elected Head Coordinator

2. Feel Think Share openly admits undergraduate and graduate students to its membership and does not discriminate on the basis of race, color, disability, gender, ethnicity, national origin, religion or sexual orientation.

3. FTS members are free to leave and disassociate without fear of retribution or harassment.

## **Article IV: Officers**

1. Officers of FTS must be undergraduate or graduate students enrolled at Indiana University.
2. FTS will be governed by the following means:
  - A. An elected Head Coordinator(or other designated officer) will preside at all meetings of FTS. The Head Coordinator will maintain power to present all projects to the body present, to appoint other Administrative leadership positions (that will be filled through the voting process), and shall be present at 80% of the meetings of FTS. The Head Coordinator is responsible for the communication between FTS, Its leadership team, and the (IU governing body for student organizations).
  - B. Voting members may elect a Vice Coordinator who will assist the Head Coordinator in the execution of their duties.
  - C. Voting members may elect a Treasurer who will handle all accounts and expenditures
  - F. Voting members will elect a Secretary who will keep the lists of voting and active members, take notes at (non-Support Group) meetings, and maintain chapter documentation.
  - G. The Head Coordinator will choose a Club Advisor who will keep track of annual progress and keep the University up-to-date on the activities of the organization
  - H. The Head Coordinator and Vice Coordinator will choose the remaining members of the Leadership Team (i.e. Support Group Director, Service Group Director)
3. In order to be elected to an administrative position, the candidate must be an eligible voting member.

## **Article V: Operations**

### 1. Voting Eligibility

Those members meeting the requirements of active membership as of <date> as set forth by Article III will be eligible to vote.

### 2. Election Process

- A. The Head Coordinator, Vice Coordinator, Treasurer, and Secretary shall be elected by a majority vote of eligible voting members of FTS. All elections will be held on an annual basis of each academic year, at a meeting comprised of a quorum (50% + 1) of FTS
- B. The Head Coordinator will take nominations from the floor; the nomination process must be closed and the motion seconded. The nominated parties will be allowed to vote if they are eligible voting members.
- C. Following nomination, an open debate will be held. Candidates will be permitted to give speeches and answer questions from the membership body.

D. All voting members shall be done by secret ballot to be collected and tabulated by the Secretary, Treasurer, and one voting member of FTS selected through an agreement of acting/outgoing Head Coordinator and Vice-Coordinator

E. Up to two weeks after the elections, but not exceeding two weeks, FTS's new leaders and the previous leaders will convene to transition responsibilities. New Officers will take over power on the Monday of the second week of school each year.

### 3. Removal

An officer of FTS in violation of the organization's purpose or constitution or failure to fulfill duties as stated may be removed from office by the following process:

A. A written request by at least three members of the organization

B. Written notification to the officer of the request, asking the officer to be present at the next meeting and be prepared to speak in his/her behalf

C. Written notification to the membership

D. 75% of the voting membership must be in attendance to vote on the removal of an officer. A two-thirds majority vote is necessary to remove an officer.

### 4. Replacement

If an officer resigns or is removed, a special election will be held one week after written notification to all voting members

### 5. Organizational meetings

Organizational meetings will occur at the beginning of every semester and will follow the procedure below:

A. Attendance

B. Report by Head Coordinator

C. Discussion of future projects

D. Any other business put forward by members of the organization

## **Article VI: Support Group Management**

1. FTS will be broken down into a number of small groups for the following reasons
  - A. Having the member population broken up into smaller groups will allow for a more intimate experience while simultaneously allowing each member more time to speak
  - B. Having several smaller groups will make FTS more accommodating to a college schedule and will allow different groups to meet at different times.
2. FTS will be broken down into a number of small groups based on the following criteria
  - A. Each small group will attempt to have 7 people in it, this is to allow for some people to not attend and still allow the group to a reasonable number of participants
  - B. A new small group may be created every time the membership of FTS increases by 7 or a group of 6 or more students propose a new meeting time based on a conflict of schedules with the current small group.
3. FTS will function as a single student organization where every small group and FTS activities are managed by the FTS leadership team.

## **Article VII: Finances**

1. FTS at IU is a student organization that will finance the activities it engages in by the following means:
  - A. FTS may apply for student activity fees on an annual basis and request funding appropriate for the effective operation of the organization for each year.
  - B. FTS will conduct fundraising projects and all financial activities will be in accordance with university policy.
  - C. FTS can use funds allotted by IUB through use of a P-Card.
  - D. All funds raised on behalf of the club must be used for the good of the club. An individual should not be found spending club funds on themselves.

## **Article VIII: Amendments**

1. Amendments to the constitution may be proposed by any voting member of FTS and be proposed at any meeting where 2/3 of the voting membership is present.
2. These amendments will be placed on the agenda for the next regular meeting of the Leadership Team.
3. Proposed amendments will become effective following approval of two-thirds majority vote of voting members.

## **Article IX: Rules and Regulations**

1. Statement of University Compliance: This organization shall comply with all Indiana University regulations, and local, state, and federal laws.
2. Anti-Hazing Policy: 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.

3. 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 directly from for-profit companies if acting as a representative of a student organization.

4. Statement of Non-Discrimination: Feel. Think. Share. 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. .

4. Everything discussed within an FTS meeting is private and not meant to be shared outside of group meetings unless given permission

5. If potential for harm of the emotional or physical kind to self or others is voiced at a meeting it must be reported to the proper authorities

#### **Article X: Expulsion**

1. Any FTS member who is seen to not abide by the established FTS rules may be asked to leave the group