

## **Constitution of Israel Public Affairs Committee at Indiana**

### **Preamble**

Israel Public Affairs Committee at Indiana is an Indiana University based political organization, which strives to inform, educate and improve relations between Israel and the United States. The purpose of the organization is to gain support from local leaders and students in order to spread awareness and understand the complexities and importance of the U.S./Israel relationship. The organization aims to develop ties with other student organizations along with the City of Bloomington. Israel Public Affairs Committee at Indiana will be referred to as IIPAC and is considered to be an "Activism" organization.

### **Article I: Membership**

**a) Israel Public Affairs Committee at Indiana 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.**

b) The members of IIPAC must be currently enrolled at Indiana University.

c) Membership of IIPAC includes a small group to be called the "Cadre." The members of the Cadre are limited to six positions, which are listed in Article III. The members of the Cadre are considered the most active and dedicated members to IIPAC. They are considered the Executive Board, which is further explained in Article III.

d) Membership outside of the Cadre is not limited and will include any persons who would like to be involved. Membership will be revoked if a member does not abide by the laws of IIPAC. Revocation of membership is to be determined by the Cadre.

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

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

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

a) The titles of the officers include: Campus Liaison, Campus Communications Coordinator, Campus Relations Coordinator, Campus Engagement Coordinator, Campus Legislative Coordinator, and Campus Electoral Coordinator. These six members will be referred to as the Cadre. Their duties and responsibilities include attending all meetings, unless fair notice is given to the Campus Liaison, and individual tasks listed below.

i. Campus Liaison is responsible for reporting to the National Field Organizer of AIPAC; maintaining relationships with Hillel professionals, campus administration, and faculty; promoting the pro-Israel advocacy agenda within the campus area; and identifying recruiting, and guiding campus activists. In addition, the Campus Liaison will be given the title of President when handling any matter with the Student Activities Office and with the matters of Indiana University.

ii. Campus Communications Coordinator is responsible for internal and external communications between IIPAC and members, or IIPAC and the general public. The Campus Communications Coordinator can be broken down into two roles if determined necessary by the cadre into Campus Social Media Coordinator and Campus Communications Coordinator.

iii. Campus Relations Coordinator is responsible for identifying future policy-makers and opinion leaders on campus and building/maintaining relationships with campus political activists.

iv. Campus Legislative Coordinator is responsible for tracking Israel-related legislation.

v. Campus Electoral Coordinator is responsible for meeting with leaders of student government and keeping members and the Cadre informed of campus matters.

vi. Campus Engagement Coordinator is responsible for assessing the needs of the cadre and IIPAC members. The Engagement Coordinator is expected to plan social events and focus on both increasing membership, and retaining membership.

b) Other requirements for officers include attending Saban Leadership Seminar over the summer and/or over Winter Break in order to plan for programming and events for the upcoming semester/year. Previous participation in IIPAC is encouraged for members of the Cadre. The IIPAC Cadre is limited to members who are truly dedicated to the organization.

c) Officers serve for a year and they take office at the start of a school year (in the Fall). Past officers are encouraged to participate in following years.

d) Vacancies are filled after a member is approached and recommended by the Cadre; active members will be informed of the change in Executive Office. Officers/Members of the Cadre can resign by informing the remaining members of the Cadre.

e) Executive Officer meetings will be held when planning or decisions need to be made. The Campus Liaison will call the meetings. The advisor is not considered an Executive Officer and is not required to attend meetings.

f) The Campus Liaison selects the officers to serve on the Cadre.

g) The procedure for removing a person from office should be with an advisor and should involve a majority of active members agreeing that the individual should no longer be a part of the Cadre.

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

The duties of the advisor include being in contact with the Campus Liaison and advocating for IIPAC in the community and on campus.

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

a) Any member of the Cadre can call a meeting with a majority vote from Cadre, but the Campus Liaison will conduct the majority of the meetings. The liaison can call a meeting without approval of the cadre, but the liaison should take into account the schedules of the Cadre before deciding a meeting. Meetings will be advertised through e-mails to the active members. Regular meetings will be held weekly or bi-weekly. This is to be determined by the Cadre.

b) The agenda for the meeting is to be set by the Campus Liaison. Any member of IIPAC can add to the agenda by sending an email to the Campus Liaison at least 48 hours in advance.

c) The Campus Liaison has the right to call emergency meetings. Communication for these meetings will be through emails, GroupMe and/or phone calls.

d) Attendance is recorded at meetings to keep an accurate and up to date list of the active members.

#### **VI: Elections**

a) Elections will not be held for IIPAC<sup>[SEP]</sup>

b) The Campus Liaison will be selected by an American Israel Public Affairs Committee (AIPAC) National Field Director, in conjunction with the current liaison. The Campus Liaison will then choose the rest of the Cadre during the summer before their term, and/or the winter break before the spring semester, if there is a vacancy to be filled.

c) There is no need for a certain amount of members to be present during this time.

d) Members should assume this new selection will occur every summer before the start of the school year.

#### **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 & Budgets**

- a) There will be no dues charged by IIPAC for membership.
- b) The Cadre will maintain the group's budget. The budget will be revised every year and before every major event or program.

### **Article IX: Finances**

- a) A member of the Cadre will be in charge of Financial Affairs. The Cadre as a whole will determine this person, to be called "Treasurer" for Student Organization Purposes.
- b) The organization applied for a Student Organization Account in 2009 and it has been maintained every year since. The Cadre will continue maintaining this account into the future.
- c) IIPAC will be in State accordance in regards to the Student Organization Accounts office policies and procedures.
- d) If the group dissolves, the money will be given back to IUSA.

### **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.

### **Article XI: Amendments**

- a) Eligible voting members will receive notification of amendments to this constitution through email.
- b) In order to ratify an amendment, 2/3 of total or present members need to vote in favor.

\*Updated by 2017-2018 Liaison, Toby Klein in March of 2018.\*