

## **Constitution of Safety Escort**

**Statement of University Compliance:** This organization shall comply with all Indiana University regulations, and local, state and federal laws

**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.

**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.

### **Preamble:**

IU Safety Escort is a student-run organization that exists to provide safe rides home for students who feel unsafe traveling home alone at night.

### **Article I: Membership**

There are no minimum or maximum limits of membership to Safety Escort (SE). There are no separate classes of membership apart from the distinctions of associate director and director. The procedure for selection of membership is a standard application/interview process, conducted as needed throughout the year. Removal of membership is only employed when appropriate under the employee code of conduct. Membership is not contingent on any dues or fees.

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

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

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

There are two to three officers depending on the year: one director, and one or two associate director(s). The director is responsible for overall operations, hiring and dismissal (only to the extent of filing reports that lead to dismissal on the part of the faculty overseer), and management of rider complaints or rider misconduct. The associate directors are responsible for making the schedule and maintaining communication via the official twitter accounts. All leadership positions also require completing a myriad of other tasks as they arise. Once an employee becomes director, they will continue to be director until the end of their time at IU, barring any violations of the employee code of conduct. Selection of the next director occurs in March, with the new director assuming responsibility of the position either at the end of May or

the end of July, depending on when the previous director concludes their studies at IU. Associate directors are automatically considered for director, but applications will be opened up to all SE employees. Past directors and associate directors have no specific role in the organization. Meetings between the director and associate directors are informal and frequent. If someone needs to be removed from their capacity as director or associate director, it will be pursued on the part of the director if it is the associate director and vice versa under the advisement of the faculty advisor. The removal of associate directors or directors is generally predicated on violation of the employee code of conduct or general dereliction of duty.

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

The responsibilities of the faculty advisor include providing vehicles so the service can run, approving or denying funding requests and hours editing, general guidance on managerial/staff concerns, and managing relations between SE and Motor Pool. The advisor can serve for as long as they please. There is no need for more than one advisor.

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

SE has two staff meetings per year. Staff meetings can only be called by a conjunction of the director and associate directors. Anyone can (and is encouraged to) contribute to the agenda at the meetings. Emergency or special meetings are called by the director and members will be notified via email or text.

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

SE does not have elections.

#### **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**

SE has no dues. The budget is approved by the advisor and prepared/proposed by the director and associate directors.

#### **Article IX: Finances**

The financial management duties are shared between the director and associate directors at the discretion of the advisor. SE will apply for an SOA, and will conduct itself in accordance with the SOA office policies and procedures.

### **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**

Proposed amendments will be announced, discussed, and voted on at meetings. Ratification will require a simple majority.