

Preamble

In recognition of and pursuant to the highest aspirations of social and cultural heritage and awareness, the Black Student Union Constitution seeks to outline and preserve the individual and collective rights of its members. The Constitution, all amendments to the Constitution, and the Bylaws shall be the governing rules to be followed by the Executive Board, the faculty advisor(s), the various committees, and the general body. The provisions of this Constitution, its amendments, and the by-laws hereto, and the laws, actions, and rules of the organization which it establishes presently, or hereafter enacted, shall be subject to the laws of United States, the state of Indiana, Indiana University – Bloomington campus, and Student Association of Indiana University – Bloomington campus.

Purpose of the Black Student Union at Indiana University

To improve quality of life for Black students on the Indiana University - Bloomington campus by representation of their interest before the greater IU community, raising awareness of these interests through educational and social programs, and connecting students with other organizations that serve these interests.

Article I. Name and Affiliation

Section 1. The name of this organization shall be the Black Student Union at Indiana University – Bloomington campus, hereafter referred to as "BSU." This name shall be used only in conjunction with the official business and activities of the organization.

Section 2. The organization shall be affiliated with the National Black Student Union and is recognized as the official Black Student Union at Indiana University – Bloomington campus.

Article II. No 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 III. Membership

Section 1. The membership shall be restricted to students of Indiana University – Bloomington campus, in accordance with university regulations.

Section 2. Eligibility for membership shall be restricted by Section 1 and granted to individuals who believe and support the traditions, philosophies, and parameters of the BSU.

Section 3. A person shall be recognized as a member of the BSU general body, with all the rights and privileges afforded all persons with such membership, only after attending three mass meetings, one BSU event (community service or a scheduled event), and the established annual dues.

Section 4. Annual membership dues are required of freshmen, transfer students, and previous members to establish or renew their one-year membership status.

Section 5. The Executive Board determines membership dues in plenary session upon a full fiscal report presented by the Treasurer. This report is given at the first official Executive Board meeting of that particular year.

Section 6. Upon election and payment of annual dues, members of the Executive Board are automatically recognized as members of the General Body, as well. Also, these officials are allotted the same powers as the General Body in conjunction to the powers and privileges inherited through election.

Section 7. Members of the BSU, including the Executive Body, must complete two forms BSU sponsored community service during their one-year membership tenure. Such service will be provided by a semester calendar with dates of all community service opportunities. Evidence of community service must be submitted to the Community Service Chair upon arrival at said community service date.

Section 8. No member shall commit the following forbidden acts:

- A. Have the right or authority to bind or obligate the BSU to any extent whatsoever with regard to any matter outside the scope of the organization.
- B. Use the BSU's name, credit, or property for other than organizational purposes.
- C. Do any act detrimental to the best interest of the BSU, or which would make it impossible to carry on the business or affairs of the organization.

Article IV. Elections

Elections are held on the last week of March. The following will be elected on an annual basis: President, Vice President, Director of Community Executive Boards, Secretary, Treasurer, Parliamentarian, Historian, and all Chairpersons.

Section I. One month prior to the election, the BSU shall hold a general body meeting solely for the purpose of nominating candidates to run for Executive Board positions

Section II. All active BSU members shall be informed in writing of the date of the election one month prior to the election.

Section III. A nominee may accept the nomination to run for an Executive Board position only if that individual meets the BSU eligibility requirements. The Elections Commission must clear all nominees. If the individual declines the nomination, that person may not re-enter the election for that position under any circumstances. If a nominee is absent during the nomination process, then that person is automatically considered a candidate until further notice.

Section IV. The Elections Commission

Subsection I. The current Executive Board must select and appoint a diverse Elections Commission, including its Chairperson. The Elections Commission may consist of as many as five members, but no less than three individuals who are current members of the BSU. The appointments are subject to Executive Board majority vote.

Subsection II. The Elections Commission shall be appointed and approved within the first two weeks of the commencement of spring semester classes, and shall serve until the end of that particular spring semester.

Subsection III. The Elections Commission shall publicize the elections, collect and approve all nominations, disburse and collect all candidate applications, conduct and certify the election, establish campaign rules, hear and act upon election complaints and violations; and report to the BSU general body all Election Commissions actions.

Subsection IV. In conjunction with Subsection III, the Elections Commission is responsible for supplying all candidates with the official membership list and overseeing any other election proceedings.

Subsection V. Election officials may not campaign for any elected office, work on the behalf of any candidate, nor declare their intention to run for any appointed position until after the winners have been declared. They may not publicly endorse any candidate for office. However, these officials are allowed to vote.

Subsection VI. The Elections Commission establishes all rules and regulations for elections. Therefore, their decisions on all election matters are final.

Section V. Eligibility

Subsection A. A candidate running for a position on the Executive Board must be a registered full-time student at Indiana University- Bloomington campus.

Subsection I. Any individual running for a position on the Executive Board must be in good faith with Indiana University – Bloomington campus and must not be on academic probation.

Subsection II. All persons who have not paid their dues or agreed to the terms of the BSU membership at least thirty days prior to the election, may not vote in election nor nominate any candidates for office.

Subsection III. The Elections Commission, after reviewing the most current membership list, shall determine the number of eligible voters. In extreme cases, exceptions can be made by a two-thirds vote by the Elections Commission.

Subsection IV. After the Elections Commission clears all nominations, each nominee must submit an Election application to this committee. There will be a two-week period after all the nominees are cleared for applicants to pick-up applications and then return applications.

Section VI. Candidates for Election

Subsection I. Persons running for election must at least have attained membership status.

Subsection II. Candidates must be currently enrolled as students at the Indiana University Bloomington campus.

Section VII. Counting of Ballot

Subsection I. Ballots from the election must be tabulated immediately following the election.

Subsection II. Polls will close 15 minutes before the election mass meeting is over.

Subsection III. The Election Commission, as ballot counters, shall be neutral parties to the Election, including the BSU advisor(s).

Subsection IV. No BSU member running for election or re-election for the upcoming academic year shall be allowed to count votes.

Section VIII. Results

Subsection I. Results of the election shall be released immediately, announced via the direct attendance of the election date mass meeting, the Organization's main system of public communication, and at the immediate following Black Student Union event. If all positions are not filled by elections, open positions will be filled by interviews conducted by the newly elected president, vice-president, and parliamentarian.

Article V – Legislation

Section I. Proposed legislation must be submitted, in writing, a minimum of one (1) week prior to the next mass meeting.

Section II. Emergency legislation can be brought up at the same meeting it is introduced, voted upon, and acted upon if the majority of the general body present, declare the legislation an emergency.

Section III. Only members of the BSU can introduce legislation for this particular organization. Consequently, legislation is either approved or disapproved by the general body.

Section IV. All legislation approved by the general body shall be submitted to the President within three days after passage, for written approval.

Section V. If the President vetoes a measure, it must be refuted with written objections, to the general body within seven days of its receipt. The general body may override a veto by a two-thirds vote within twenty days of the date of receipt of the veto.

Section VI. If the President has neither signed nor vetoed the measure within seven days of its receipt, the legislation shall automatically be enacted.

Article VI– Meetings Quorums

Section I. The Executive Board

Subsection I. The Executive Board shall meet once bi-weekly. The times, dates, and locations are determined by the President in conjunction with majority approval by the Executive Board.

Subsection II. The Executive Board and active members shall be notified by the Secretary via email, 24 hours in advance of any changes in the times, dates, or location of an executive meeting.

Subsection III. A quorum to conduct business of an Executive Board meeting shall be a majority of the voting members of the Executive Board unless there is a request for a two-thirds quorum by at least two Executive Board members, at which time, the motion in question will be tabled until a 2/3 quorum can be reached.

Subsection IV. All Executive Board votes are to be hand held except when a majority of the officers present vote for a secret ballot.

Subsection V. If an Executive Board officer cannot attend an executive meeting, they can assign an understudy. However, this individual must first notify at least the secretary who will be present at that meeting a week in advance. All understudies shall be superseded by attendance.

Subsection VI. The Executive Board, with two-thirds approval and at the first regularly scheduled executive meeting of the fall semester, shall determine the number of meetings Executive Board members are permitted to miss per term. If any Executive Board officer goes pass this limit, they are expected to submit their resignation to the Executive Board. The Executive Board in extreme circumstances may waive this subsection with a unanimous approval of the executive officers.

Subsection VII. In addition, any Executive Board officer without good reason, who misses two consecutive general body meetings and/or Executive Board meetings, will be expected to submit their resignation. If good cause is shown for this absence, all is null and void.

Section II. The General Body

Subsection I. The general body must meet bi-weekly for the entire academic year.

Subsection II. It's the responsibility of each active BSU member to attend designated general body meetings.

Subsection III. Any resolution voted upon, accepted or rejected by a majority of the general body present at any general body meeting, shall not be subjected to reopening at subsequent meetings, unless three-fourths of the membership present at the next general body meeting vote to do so.

Subsection IV. All meetings of the general body shall be open to all interested persons. The first general body meeting of the year shall serve as an orientation meeting for previous members and prospective members of the BSU.

Article VII. The Executive Board Members and Their Duties

1. President

- A. Sets the public agenda of the organization. Sets the agenda of and moderates mass meetings. The president is the public representative of Black Student Union at university meetings. The president is the organization's primary figurehead and public information officer.

- i. No Executive Board member may make any statement to the media on behalf of the organization without prior notification to the President of media contact *except* the Vice President acting in the President's absence.
- B. Has the power to judiciously designate which activities may earn individuals credit toward Black Student Union membership. Activities assigned membership point credit by President must be relevant to the mission of the Black Student Union.
- C. Reserves the judicious use of power of Executive Decision to move the organization from a state of chaos, confusion, or stalwart resulting from irresolvable conflict among the Executive Board.
- D. The President must conduct one leadership conference for his/her executive board prior to October.
- E. Ensures that an organized manual with documentation about every event is kept to be given to the incoming president.
- F. The President shall hold a meeting soon after elections to facilitate new incoming executive board member shadowing of outgoing executive board members. The President will ceremoniously relinquish the powers of BSU at the closing banquet but officially after spring commencement.
- G. Shall have an understudy in the person of the incoming president after elections.
- H. It is the duty of the incoming president to ensure the re-registration of the Organization with the Indiana University Student Activities Office that it may be recognized as an official student organization by the University.

2. Vice President

- A. The primary duties of the Vice President shall be to serve as manager of the internal affairs, managing the progress of the subordinate Executive Board members, the Secretary, Historian, Parliamentarian, and all of the Committee Chairpersons, and assume the duties of the President if the president becomes temporarily unavailable.
- B. The Vice President fully assumes the duties of President as President-pro temp of the organization in the event of cession in the President's ability to serve. The Vice President shall be considered first to permanently fill the role of President and shall be decided by majority vote of the Executive Board.
- C. The vice president shall conduct the executive board meetings.
- D. Shall have an understudy in the person of the incoming vice president after elections.

3. Secretary

- A. Performs both recording and correspondent duties for the Organization. Records minutes at both executive and mass meetings and distributes them to the Executive Board in a timely manner. Corresponds with Organization's contacts such as guest speakers, donating businesses, and other student organizations.

- B. The Secretary shall keep a file of all correspondence, which will be given to the historian at the end of the year to submit in the archives.
- C. The Secretary shall maintain a database of students pursuing membership in the Organization based on committee chairperson reports.
- D. Sends mass mailings that are approved by the President or Vice President to the student body via the listserv. Allowed to send emails using the Black Student Union name and email address.
- E. Shall have an understudy in the person of the incoming secretary after elections.

4. Treasurer

- A. Keeps the budget. Issues financial reports at each executive meeting to enable executive members to make financially wise plans for the Organization. Manages the Organization's finances and maintains possession of the Student Organization Account (SOA) card and book. Serves as cashier at all Organization events.
- B. The Treasurer shall be the first Executive assigned to be present at all functions explicitly concerning funds of the Organization.
- C. The Treasurer shall be responsible for initiating and enacting fundraising endeavors including using a fundraising committee that should be appointed.
- D. Shall have an understudy in the person of the incoming treasurer after elections.

5. Parliamentarian

- A. Mediates conflict in executive meetings and ensures that the agenda is adhered to.
- B. Maintains order in mass meetings by enforcing the limits of time for guest speakers and during open forum.
- C. Shall have an understudy in the person of the incoming parliamentarian after elections.

6. Historian

- A. Must be present at all Organization events/activities with a properly working digital camera. Responsible for providing documentation of all Organization events via pictures.
- B. In the case that the Historian is not present to an event, he/she must previously assign documentation duties to either another willing executive or committee member.
- C. Shall have an understudy in the person of the incoming historian after elections.

7. Social Programming Chair

- A. Develops and submits for Executive Board approval descriptions for events of social nature. Coordinates logistics of approved social events for

representation of the Organization. Submits a thorough program evaluation to Vice President in a timely manner after program's conclusion.

- B. Uses social programming committee to accomplish duties. Records and submits to Secretary the names of contributors on committee for purpose of membership qualification following each social event.
- C. Must call at least one meeting of the Social Programming Committee per pending BSU social event to provide membership-earning opportunities to the student body.
- D. Shall have an understudy in the person of the incoming social programming chair after elections.

8. Educational Committee Chair

- A. Develops and submits for Executive Board approval, descriptions for events of educational nature. Coordinates logistics of approved educational events for representation of the Organization. Submits a thorough program evaluation to Vice President in a timely manner after program's conclusion.
- B. Leads the educational programming committee. Records and submits to Secretary the names of contributors on committee for purpose of membership qualification following each educational event.
- C. Must call at least one meeting of the Educational Programming Committee per pending BSU educational event to provide membership-earning opportunities to the student body.
- D. Assists the Political Action Chair with development of political education programs.
- E. Shall have an understudy in the person of the incoming educational programming chair after elections.

9. Political Action Chair

- A. It is the duty of the Political Action chair to maintain a level of political awareness regarding issues affecting the African-Americans and other Blacks in the Diaspora on the IU campus, community, state, nation, and world.
- B. Implements the Organization's political agenda, submitted and approved by the President.
- C. With favorable consent of with the Executive Board, the Political Action Chair drafts and submits political statements to the public and media on behalf of the Organization in times of both calm and crisis.
- D. Diversity liaison.
- E. Shall have an understudy in the person of the incoming political action chair after elections.

10. Community Service Chair

- A. Develops and submits service opportunities for execution of Organization to executive board for approval. Coordinates service events approved by the Executive Board.

- B. Submits a thorough program evaluation to Vice President in a timely manner after program's conclusion.
- C. Leads the community service programming committee. Records and submits to Secretary the names of contributors on committee for purpose of membership qualification following each community service event.
- D. Shall have an understudy in the person of the incoming community service chair after elections.

11. Publicity Chair

- A. Develops and submits for Executive Board approval, advertisement campaigns for the Organization's events. Manages distribution, placement, and timing of said advertisements via use of members of Publicity Committee.
- B. Records and submits to Secretary the names of contributors on committee for purpose of membership qualification following each organizational event.
- C. Issues to historian for archival, one original copy of each tangible publicity material created for a Black Student Union event.
- D. Shall have an understudy in the person of the incoming publicity chair after elections.

12. Community of Executive Boards and Black Student Union Delegate

- A. Freshmen Action Team Leader
- B. Black Student Union at Indiana University Liaison
- C. Person in charge of correspondence

Article VIII. Attendance

Prelude. Individuals filling the position of BSU Executive Board Member are assumed to be dedicated to helping the organization fulfill the mission through participation. BSU Executive Board Members are therefore expected to make all possible efforts to ensure their availability for all BSU Executive Board meetings and BSU-sponsored events.

Disclaimer. Black Student Union recognizes the likelihood of Executive Board Members having multiple time commitments, primarily to their academic work as university students, and inflexible work schedules as employed individuals.

Section I. In the interest of the productivity of the Black Student Union, an excess of three (3) absences will warrant evaluation of the absent member's performance as judged against the respective Executive Board position overviews as a candidate *for nomination* of removal from the Executive Board by the President and Vice President.

The following time demands will be tolerated as "excused" absences:

- 1) Personal illness
- 2) Mobility-compromising injury
- 3) Pre-established inflexible/ non-negotiable job commitment
- 4) Family emergency

- 5) Required academic participation (Out-of-class test, Film viewing)
- 6) Required job-related or academic travel/activity

Article IX. Removal of Officers

A member of the BSU Executive Board shall be removed from their position one of two ways:

Section I. Nomination Resulting from Excessive Absence

If after conferencing on the performance of a member who has three (3) absences, the President and Vice President find poor productivity on part of the absent member, the President and Vice President will nominate that member for removal from the Executive Board. The President and Vice President, shall next inform and conference with the absent member regarding their nomination for removal, allowing them the option to resign or undergo a vote for removal by the Executive Board. A vote for removal is held among the members of the Executive Board, including the President and Vice President, but excluding the vote of the absent member at the following Executive Board Meeting. The nominee must not be present during the voting period of the executive board meeting.

Section II. Recommendation by Executive Officers

Members of the Executive Board believing another officer should be removed from the Executive Board may submit a letter of recommendation for removal to the President citing and presenting significant evidence on the grounds of one of the following:

- Hindrance to the productivity of the group
- Concern for individual's neglect to personal duties
- Behavioral misconduct

***In the event the individual recommended for removal is the President or Vice President, the Organization advisor assume the role of the referred individual in the conferencing/nominating process.

Article X. Replacement of Executive Board Member

Section I. Shall a position on the Executive Board become unoccupied during the academic school year including the summer sessions, a nomination for replacement of the said position shall be brought before the Executive Board by the President and Vice President.

Section II. The Executive Board shall entertain the presentation of the nominee for replacement of vacant Executive Board position.

Section III. Executive Board shall approve or reject the nomination of the President and Vice President by majority vote.

Section IV. If the nomination of the President and Vice President is rejected by the Executive Board, the process for replacement of Executive Board position shall recommence.

Article XI. The Advisor

Prelude. It is the joint responsibility of the Outgoing President and the Incoming President to select and secure an advisor for the Organization. The advisor must be confirmed either for continuity or commitment before the close of the current academic year.

Section I. Role

1. Regularly meets with the President and Vice President to discuss organizational business and offer input, feedback, and advice on organizational matters and leadership development of the Executive Board.
2. The advisor puts forth good-will efforts to attend as many functions of the Organization as possible. Advisor must be present at all social events or may provide an appropriate substitute in case of absence.
3. Serves as the non-student undergraduate entity involved in the Organization's election process to influence fair practices in the handling of marked ballots.

Article XII. Mass Meetings

Prelude. A mass meeting of the Black Student Union shall serve to inform the student body of the happenings of the Black Student Union and other organizations.

Section I. The frequency, time, and day of the week of Black Student Union mass meetings shall be set by the Executive Board under which the meeting shall be executed.

Article XIII. Statement of Non-Discrimination

The Black Student Union at Indiana University 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.

Article XIV. Statement of University Compliance

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

Article XV. 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.