

**Indiana University Bloomington**  
**First Year Ambassadors**  
**Constitution**

**PREAMBLE**

*We the members of First Year Ambassadors and subscribing to the regulations and policies of the Indiana University, establish this Constitution to govern the matters within our organization.*

**ARTICLE I: NAME**

SECTION 1. The name of the Organization will be First Year Ambassadors or FYA for short.

SECTION 2. This Organization is directly affiliated with the Indiana University Bloomington (IUB) Office of First Year Experience Programs (FYE).

**ARTICLE II: PURPOSE**

SECTION 1. FYA will serve as a student advisory board for the FYE Directors within the mission of the IUB Office of Enrollment Management.

SECTION 2. FYA will seek to work alongside the FYE Office to create a customized first-year experience for IUB students through the following: (1) communicating and gathering information from first-year students via surveys, interviews, and focus groups; (2) developing and refining first-year student programming; and (3) collaborating with other student organizations to effectively reach first-year students.

SECTION 3. FYA will function as campus representatives of the vision and programs of the FYE Office.

SECTION 4. FYA will empower first-year students to become leaders through campus service and volunteer opportunities.

**ARTICLE III: OFFICERS**

First Year Ambassadors will be governed by a student executive board consisting of at least five members, including a President and four Vice Presidents or Executive Board Members.

SECTION 1. The President will be responsible to prepare agendas for meetings, facilitate meetings, delegate tasks to members of the executive board, and work closely with the Vice Presidents and University advisor.

SECTION 2. The Vice Presidents will serve as the liaison between the group and campus partners/offices/student organizations, and develop projects and events as assigned by the president.

#### **ARTICE IV: ELECTION OF OFFICERS**

SECTION 1. Each FYA officer will serve a term of one academic school year.

SECTION 2. Each spring, FYA officer candidates will be nominated from current FYA Officers and FYA members. The Advisor, in communication with the FYA Student Executive Board and in compliance with University Policies, has authority to refuse any nomination for officer candidacy.

Grounds for refusal include obvious lack of commitment to FYA or suspicion of unfair favoritism.

SECTION 3. New elections of officers for the following academic year will take place at final meeting of each spring semester. The FYA President and FYE Advisor will oversee elections.

The incoming FYA President will assume responsibility for re-registration of FYA.

#### **ARTICLE V: REMOVAL OF OFFICERS**

SECTION 1. The Advisor retains the right to remove any officer on the basis of multiple instances of disrespect, consistent failure to meet expectations or follow through with commitments, and/or violating any policies set forth by the FYE Office, Indiana University, or the state of Indiana.

#### **ARTICLE VI: OFFICER VACANCIES**

SECTION 1. The Executive Board will elect a general member to fill any officer vacancies within a month of the vacancy. If the Executive Board fails to secure a general member to fill a vacancy, one of the Executive Board Members will temporarily assume the role of the vacant position until a general member fills the position.

#### **ARTICLE VII: ADVISORS**

SECTION 1. There will be at least one FYE Indiana University faculty or staff member who will serve FYAmbassadors as an advisor.

SECTION 2. The FYE Advisor will serve as a liaison between FYE Directors and FYAmbassadors to fulfill the organization's purposes (see Article II).

#### **ARTICLE VIII: MEETINGS**

SECTION 1. Regular meetings of FYA Officers will be held approximately every two weeks or as often as needed.

General membership meetings will be held monthly or as needed. Members will be notified of meetings and events via email, GroupMe, social media, or other forums agreed upon by a majority of FYA members. Members will receive notification at least 3 days in advance of any official activity unless circumstances render such action impossible or unreasonable.

SECTION 2. The FYA Officers at the start of each semester will create a calendar of the semester's meetings, taking into consideration University Holidays and other campus events.

### **ARTICLE IX: MEMBERS**

SECTION 1. FYA members will consist of undergraduate Indiana University students.

SECTION 2. First-year students or individuals interested in actively promoting the purposes of FYA will be eligible to apply for membership.

SECTION 3. The application for FYA membership will include a series of questions as created by the FYA Officers and Advisor.

SECTION 4. FYA membership applications will be brought before the FYA Student Executive Board for final approval.

### **ARTICLE X: REMOVAL OF MEMBERS**

SECTION 1. The FYA Executive Board retains the right to remove any member on the basis of multiple instances of disrespect, consistent failure to meet expectations or follow through with commitments, and/or violating any policies set forth by the FYE Office, Indiana University, or the state of Indiana. Removal will require a majority vote of the Board.

### **ARTICLE XI: UNIVERSITY POLICIES**

SECTION 1. University Compliance: This organization shall comply with all Indiana University regulations, and local, state and federal laws.

SECTION 2. 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.

SECTION 3. Personal Gain Clause: This organization, if raising funds, shall ethically raise and distribute profits from organization 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 acting as a representative of a student organization.

SECTION 4. Statement of Non-Discrimination: FYA 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 XII: FINANCIAL ACTIVITY**

SECTION 1. The Executive Board will secure funds for programs and activities through FYE, IUSA, or other means. The Board will clearly outline in its program proposals the amount of funding requested, the source(s) of the funding, and the intended purpose of the funds received. If the Board secures funds for a program from multiple sources, it will establish the specific ways each source's funds will be used for the program.

## **ARTICLE XIII: CONSTITUTIONAL AMENDMENTS**

SECTION 1. This constitution may be amended by a majority vote of the student executive board. Each time the FYAmbassadors Constitution is amended, a revised copy will be posted on the FYE website, available for FYE officers and members to download.