

CONSTITUTION OF THE INDIANA UNIVERSITY STUDENT ALUMNI ASSOCIATION

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PREAMBLE

Indiana University Student Alumni Association, hereafter referred to as SAA, exists as a student-based extension of the Indiana University Alumni Association, hereafter referred to as IUAA. It aims to establish a relationship between IU Bloomington students and IUAA by providing programs that will foster a connection to the IUAA, as well as promote the interests of and understanding between Indiana University-Bloomington students- past, present and future.

ARTICLE I – UNIVERSITY COMPLIANCE

Section A. Statement of University Compliance

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

Section B. 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.

Section C. 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.

Section D. International Travel

This organization, when traveling internationally, will coordinate their travel through the Office of Overseas Study.

ARTICLE II – MEMBERSHIP SELECTION

Section A. Statement of Non-Discrimination

SAA 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.

Section B. Eligibility Requirements

All undergraduate and graduate students enrolled at the Indiana University- Bloomington campus shall be eligible for consideration for SAA with the following requirements. SAA members must maintain a minimum GPA of 2.5 while a member of SAA. The SAA President shall be limited to students of senior, junior, or sophomore class standing who possess a minimum cumulative grade point average (GPA) of 3.0 at the time of selection.

Section C. Selection Procedures

Officer applications for the SAA executive committee shall be available in the spring. Members shall be notified at the weekly meeting prior to and during the availability of the application and by email. The application will be online and then an interview with the Selection Committee. The IUAA Director of Student Engagement and Scholarships hereinafter referred to as Advisor shall verify eligibility and class standing in accordance with **Article II, Section B** of the Constitution upon receipt of applications. The applications shall be submitted to the Selection Committee for review. Each Selection Committee member shall have one (1) vote in the selection of candidates and all decisions shall be reached by consensus of the Selection Committee through a majority vote. In the case of a tie, the Advisor shall have final approval for officer selection.

Section D. Selection Committee

The Selection Committee shall be comprised of the Advisor, the outgoing President, and three members appointed by the President with approval from the Advisor. The Selection Committee shall be responsible for interviewing candidate(s). All Selection Committee meetings and interviews shall be chaired by the current President.

Section E. Term of Office

The SAA President shall be selected in the spring of each year and shall serve a one (1) academic year term beginning in May. Membership as an SAA officer is limited to one (1) term of office, unless re-elected for another term.

ARTICLE III – MEMBERSHIP STRUCTURE

Section A. Levels of Membership

SAA shall be comprised of a minimum of three (3) members. Each members should fulfil the following roles which constitute the executive committee; President, Vice President, Homecoming Chair. General membership includes members not on the executive committee.

Section B. Duties and Responsibilities

The President shall be responsible for providing leadership and guidance to all SAA Members:

- Coordinates activities of SAA
- Oversees the SAA Officer communication among committee members
- Serves as SAA spokesperson at events and on campus
- Member recruitment, liaison between IUAA and SAA
- Serves of Dean of Student Affairs' Student Advisory Board
- Helps organize and assist in the execution of successful events

The Vice President in the absence of the President shall exercise all the powers and duties of the President in addition to the Vice Presidents duties to:

- Record attendance at meetings
- Maintain meeting minutes for semester

The Homecoming Chair shall preside over all areas of Homecoming, i.e. Parade, Publicity, Homecoming Court, and takes full ownership.

General duties and responsibilities of each are as follows: attending all meetings; attending all functions designated as official by the SAA; maintaining all areas of budget under their responsibility.

Section C. Resignations

All resignations from SAA shall be presented to the President in writing. In the event of the President's resignation, the email of resignation shall be sent to the Advisor. The resignation shall be effective only after reviewed by the Advisor.

Section D. Removal of Officers and Members

Failure to perform the duties and responsibilities of an officer or member as specified in the Constitution, whether expressed or implied, shall constitute reason for removal from office. Proceedings to remove a member or officer of the SAA shall be initiated at any time. The President and the Advisor should be notified with a list of grievances. All alleged grievances must be attested by the signature of at least one other current member or Officer.

The hearing shall take place no fewer than three (3) days and no more than fourteen (14) days after the notification is received by the President and the Advisor. The hearing for removal from office or membership shall be closed to the public. Those authorized for attendance shall be: The Advisor, witnesses called by the President, and witnesses called by the Officer or member against whom the proceedings were initiated. A discussion among the President and The Advisor shall take place and a decision shall be made at the extent of the censure.

Section E. Vacancies

Any vacancy of the SAA created through resignation, dismissal, or other circumstances shall be filled at the discretion of the President and the Advisor. If the President and Advisor select to fill the vacancy, interviews shall be held to decide on the replacement. The selection proceedings to fill the vacancy shall be conducted in the same manner as the proceedings in **Article II, Section C** of the Constitution.

ARTICLE IV – ADVISOR

Section A. Duties and Responsibilities

The specific duty of the advisor is to represent the SAA interest with parent organization, IUAA;

Section B. Removal Authority

In the event any member or officer is unable to meet his/her obligation, the goals and objectives of the IUAA or Indiana University, or the Student Code of Conduct, the Advisor has the authority to initiate a proceeding to remove a member or officer of SAA from their position immediately in the interest of the parent organization-IUAA. However, the SAA executive committee will have the final vote.

ARTICLE V – REVISIONS OF ORGANIZATON STRUCTURE & PROGRAMMING

Section A. Program and Project Assignments

Prior to the selection of the incoming executive committee of SAA officers, the outgoing board shall meet to determine what projects and programs will be implemented the following year. All proposals rendered by the outgoing SAA executive committee under the provision of this section shall be subject to review and modification by the incoming SAA Cabinet.

ARTICLE VI – MEETINGS

Section A. Regular Meetings

SAA shall meet as need during the academic year. The SAA President shall preside over and set the agendas for meetings. The SAA should be given a schedule of the semester's meetings at the first meeting of the semester, and shall be notified by email twenty-four hours (24) prior to each scheduled meeting. Emergency meetings will be announced through email within forty-eight (48) hours of notice.

Section B. Attendance

SAA members shall be required to attend all meetings. Attendance at meetings shall be recorded. Absences shall be excused for the following reasons: academic class, illness, family emergency, or observance of religious holidays. Excused absences shall be reported to the President no later than twenty-four (24) hours prior to the scheduled meeting. In the instance of a family emergency, it should be reported to the President at the earliest convenience. Other absences shall be considered unexcused. Acquiring more than three (3) unexcused absences will result in a probationary period.

ARTICLE VII – FINANCES

Section A. Management of Finances

The SAA executive committee and advisor shall be responsible for managing and overseeing all SAA funding. The Advisor in conjunction with the SAA shall determine the appropriation of funds within the organization and shall have the authority to assess and, if necessary, reassign those funds on a yearly basis.

ARTICLE VIII – AMENDMENTS

Section A. Voting Eligibility

Those eligible to vote on amendments are the designated in **Article II, Section B** of the Constitution.

Section B. Procedure

Any member of SAA may offer an amendment(s) to the constitution to the President. When a proposed amendment(s) is received it is mandated to be added to the next meeting agenda for deliberation. The proposed amendment(s) must be discussed at a minimum of two meetings prior to a vote. The final vote on the proposed amendment can be taken at next scheduled meeting following the meeting at which the proposal was deliberated. The SAA constitution may be amended by a two-thirds vote of those eligible to vote. No absentee ballots shall be permitted. Amendments shall be effective in the next academic term.

ARTICLE IX – RATIFICATION

Section A. Voting Eligibility

Those eligible to vote on ratification of the constitution shall include members of SAA in accordance with **Article VI, Section B** of the constitution in good standing regarding the attendance policy.

Section B. Approval Requirement

Ratification shall require a three-fourths vote of all those eligible to vote. No absentee ballots shall be permitted.