

Family Sciences Undergraduate Council

Article I – Name and Affiliation

- i. **Name**
 - a. The official name of this organization shall be the Family Sciences Undergraduate Council (herein referred to as the FSUC)
- ii. **Affiliation**
 - a. The FSUC is not affiliated with any national organization, it is local to the Storrs Campus and open to all students at all regional campuses.

Article II – Mission Statement

- i. The goal of this council is to provide members with the resources (e.g., events, networking, programs, etc) and tools (e.g., meetings, online resources, etc.) needed to expand and further their interests in the professions related to the field of Human Development and Family Sciences. The organization will help to identify and leverage multiple career paths related to the degree, while maintaining comradery amongst the members and students declared HDFs majors or minors at UConn.

Article III – Membership

- i. Any Graduate or Undergraduate student at the University of Connecticut who maintains a cumulative GPA of 3.0 or higher in their respective majors is eligible to join the FSUC.
- ii. An accurate listing of the membership of the FSUC is to be kept on the organization's UConn contact page and regularly submitted by way of the Re-Registration and Roster-Verification forms
- iii. This organization shall be comprised of undergraduate students whose major (whether single, double, etc.) or minor is declared as Human Development Family Studies. The student must be attending the University of Connecticut including regional campuses.

Article IV – Officers

- i. **Executive Officers**
 - a. **PRESIDENT**

- i. Plan and organize the bi-weekly meetings
- ii. Represent FSUC and all of its members at all times
- iii. Organize any additional events such as speakers and fundraisers
- iv. Communicate with other organizations on campus
- v. Determine if more regular or special meetings are necessary related to planned events; if so, coordinate these meetings
- vi. Manage listserv in collaboration with vice president
- vii. Attend SOLID Executive Leadership and Mission, Values, and Culture Workshop

b. VICE-PRESIDENT

- i. Assist the president in the running the bi weekly meetings
- ii. Fill in for the president during an absence
- iii. Perform miscellaneous duties associated with the office
- iv. In the case of a vacant seat for Presidency, the Vice President will serve as the interim President until the organization members decide a) to make the interim position permanent, or b) to hold an election for a new President. This decision is to be made by a majority vote from organization members.
- v. Attend SOLID Executive Leadership and Mission, Values, and Culture Workshop

c. SECRETARY

- i. Record the meeting minutes to distribute to all members after each meeting
- ii. Keep detailed minutes on Google Drive
- iii. Mark who is present and absent from each meeting
- iv. Send emails to members discussing any updates and events
- v. Perform miscellaneous duties associated with the office
- vi. Attend SOLID Mission, Values, and Culture and Secretary Workshop

d. TREASURER

- i. Keep financial records updated and accurate
- ii. Balance FSUC's checkbook and all accounts with Student Activities Business Services (SABS)
- iii. Write checks and deposit funds in SABS account
- iv. Collect dues from members

- v. Attend the SOLID Mission, Values, and Culture and Treasurer Workshop
- ii. **Election of Officers**
 - a. **Term of Office**
 - i. Each Executive Officer position shall be elected once every academic year in the Spring Semester
 - ii. The incoming officers shall serve from the Fall to Spring Semester of the following academic year
 - b. **Election Procedure**
 - i. Elections can be conducted electronically on UConntact no later than the last week of classes in the Spring Semester preceding the beginning of term of office; or in-person by a vote of the full current e-Board.
 - ii. Candidates must receive a vote of two-thirds of the membership in order to be elected into the position
 - c. **Removal/Replacement of Officers**
 - i. If an officer needs to step down, or is being asked to step down for not fulfilling their duties, the membership/executive board will hold a meeting and follow majority vote to determine if the officer is to be removed.
 - ii. If an officer is being replaced outside of election time, FSUC executive will appoint a new officer

Article V – Operating Procedure

- i. **Meetings**
 - a. A meeting of the FSUC shall be held no less than bi-monthly and no more than weekly
 - b. At the meeting, *Robert's Rules of Order* shall be followed to address the introduction of New Business and the review of Old Business
 - c. If applicable, greater than fifty percent attendance at meetings is MANDATORY to receive cords and regalia at Graduation
- ii. **Decision-Making Process**
 - a. The Executive Board shall put-to-vote any decisions being made concerning the general membership of the FSUC

- b. In order for a decision to go into place, a debate must be held culminating in a vote in which a two-thirds majority must be achieved
- c. All members shall be notified of recent decisions in Meeting Minutes drawn up by the Secretary of the FSUC
- iii. **Amending the Constitution and Bylaws**
 - a. Amendments to this document may be made at any point in which the Executive Board or membership sees fit to make changes
 - b. This document must be reviewed for potential updates and amendments every two years by the standing Executive Board (next review by Spring of 2021)
 - c. Amendments must pass by a two-thirds vote of the general membership in order to go into effect
 - d. The Executive Board alone may not make changes or amendments without consulting the membership

Article VI – ADVISORS

- i. **Requirements of the Faculty/Staff Advisor**
 - a. Because this is an academic organization, the advisor must be a faculty member in an academic department on the Storrs Campus
 - b. The advisor may also be a Graduate Student as long as they also serve as a Graduate Assistant (GA) or Teaching Assistant (TA)
- ii. **Duties of the Faculty/Staff Advisor**
 - a. The advisor of the FSUC will be charged with observing and overseeing the organization
 - b. The advisor shall also be available to mentor the students in the general membership and assist them with procedures when necessary
 - c. The advisor does NOT have voting rights in the FSUC

Article VII – Financial Statement

- i. **Dues**
 - a. The dues for members of the FSUC shall be zero dollars
 - b. The Executive Board can change the dues and due dates for them whenever they see a need in the RSO
 - c. Member dues must be used to fund events for the general membership

ii. Funding

- a. Our organization will seek funding from the Undergraduate Student Government (USG) and pledges to follow all of the funding board director's policies that come with it
- b. The FSUC will also hold fundraisers at an approximate time frame of once a semester to bring in additional funding on top of dues to be used to further our mission

iii. Beneficiary Addendum

- a. Should the FSUC cease to exist all of our funds will be donated to the Department of Human Development of Family Sciences
- b. The address of this beneficiary is: 348 Mansfield Road, U1058, Storrs, CT 06269

Article VIII – Non-Hazing Compliance Statement

- i. The FSUC maintains a strong commitment to not engaging in any activities that could be considered or construed as hazing by any legal party or the University of Connecticut Office of Community Standards
 - ii. Hazing is defined as any activity without reasonable or legitimate educational value expected of someone for the purpose of initiation, admission into, affiliation with, or as a condition for continued membership in a group or organization that humiliates, degrades or risks emotional, psychological, and/or physical harm, regardless of a person's willingness to participate.
 - iii. In cases of individual violators, appropriate disciplinary action may be imposed as outlined in *The Responsibilities of Community Life: The Student Code*. In cases where the entire organization has authorized such conduct; loss of privileges, temporary suspension of registration, or rescission or termination of registration may be imposed.
 - iv. Such penalties shall be in addition to any penalties pursuant to penal law (Public Act No. 88-328) which violator or RSO may be subject
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Article IX – Enabling Clause

- i. This Constitution and Bylaws were reviewed and ratified by the Executive Board on March 1, 2019 at a regular body meeting
- ii. The entire membership and Executive Board were in agreement with this document

Additional Procedures (if available)

Signatures/Dates

President: Nick Harrigan Nick Harrigan 4/8/19
Laura Nardelli Laura Nardelli 4/8/2019

Vice President: Abby Stepka Abby Stepka 4.4.19

Treasurer: Casey Cunningham Casey Cunn 4/8/19

Secretary: Valerie Girard Valin Girard 4/8/19

Advisor: Ryan Watson Ry Watson 4/8/19

V.P. of Outreach: Myranda Edwards Myranda Edwards 4/8/19