Constitution

Of The African-American Studies Organization

PREAMBLE

Mission Statement: The mission of the African-American Studies Organization is to provoke scholarly thought through education, community and minority outreach, and through activism, gauging the African-American experience through a historical and social lens.

Article I: Name

The name of the organization shall be the African-American Studies Organization, as to reflect our purpose of assembling students in the field of African-American Studies (specifically African-American Studies majors and minors).

Article II: Membership & Dues

The membership of the African-American Students Organization is open to all undergraduate students of the African-American Studies Program. The membership shall consist of officer and regular membership positions and must meet the membership requirements as dictated in the bi-laws. A membership due of $5.00 per semester is mandatory for all members of the African-American Student Organization.

Article III: Officers

Officers shall consist of undergraduate members who meet the requirements for the position and are voted into the position according to the requirements as dictated in the bi-laws. The term of each officer position shall be one year, starting the first week of the Fall semester in August and ending in the Spring Semester in April. Elections for each position will be held at the end of the prior semester, no more than two (2) weeks before the final day of class before final exams. Should a position become vacant due to unforeseen reasons, a position may be filled by a majority vote among the officers of either a graduate or undergraduate student who meets the requirements as dictated in the bi-laws. Officer positions shall consist of: President, Vice President, Treasurer, Secretary and Coordinator of Public Relations.

Article IV: Advisor
An advisor for the organization shall be selected by the officers from among the faculty and staff of the African-American Studies Organization, and shall serve in an advisory capacity to the African-American Studies Organization.

Article V: Meetings

Meetings shall be held either bi-weekly, as determined by the officers. The President officer shall call the meeting to order, and a request for a special meeting should be submitted to the officers at least one week prior to the meeting. If this time restraint cannot be met, the officers may call a special meeting on behalf of the request if the officers reach a majority vote.

Article VI: Quorum

Meeting may be held if a majority of the membership is not present, however, voting may not be implemented if more than two-thirds (2/3) of the membership are not present. If five or less total members are present for a particular meeting, the meeting may be cancelled or postponed by the officers.

Article VII: Amendments

Any amendments to this Constitution must be met by a vote among the membership by a two-thirds (2/3) majority. Final approvals for all amendments are subject to the officers by a majority vote.

Article VII: Ratification

Ratification of this constitution shall be met by a majority vote among the officers, and shall remain for the duration of the African-American Student Organization.

The University of Alabama at Birmingham and the African-American Studies Organization administers its educational programs and activities, including admission, without regard to race, color, religion, sex, national origin, disability unrelated to job performance, disability unrelated to program performance, disabled veteran status or Vietnam era veteran status.
By-Laws of the African-American Studies Organization

Article I: Definitions

1. The named organization at the University of Alabama at Birmingham shall be composed of all members in good standing, both officer and regular.
2. The officers, hereafter known as the Oversight Committee, shall be the governing body of the African-American Studies Organization and shall be composed of members in good standing according to the requirements listed below.

Article II: Meetings

1. Time and Place of Meetings
   a. The African-American Studies Organization at the University of Alabama at Birmingham shall meet bi-weekly, determined by the Oversight Committee, at the time and place designated by the members and Oversight Committee.
   b. The Oversight Committee shall meet weekly or bi-weekly, at their discretion, at the time and place designated by their choosing. This meeting may be separate from the regular membership meetings or may be prior to or following the regular meetings.
2. Special meetings may be requested by a member at least one week in advance, or by a majority consensus among the Oversight Committee without time constraints.
3. Order of Business
   a. The agenda shall be:

      Roll call
      Reading and approving of minutes
      Oversight Committee Reports
      Division Coordinator Reports
      Old Business
      New Business
      Advisors Comments (if applicable)
      Announcements
      Adjournment

   b. Voting
i. At all meetings with Oversight Committee and members, one-third (1/3) of the total membership shall constitute Quorum.

ii. Members absent for a meeting are not allowed to place an absentee ballot in place of their absence. Only members present for the meeting will have a valid vote.

iii. In matters needing to be voted upon for approval, a two-thirds (2/3) vote of members present for the meeting shall pass a subject brought to a vote. If a two-thirds agreement cannot be met, a discussion among the membership, with the President assigned as a moderator, and a final revote shall commence after discussion.

Article III: Membership

Membership is open to all undergraduate students in the African-American Studies Program, either by major, minor or course of interest. Therefore, all members must be enrolled in at least one class approved under the African-American Studies Program. As an academic-based organization, all members must also maintain a cumulative Grade Point Average (GPA) of 2.5 on a 4.0 scale or higher in at least their Justice Sciences courses. Members who fall below the GPA requirements may have their membership suspended or revoked by the Oversight Committee, until they satisfactorily improve their GPA to the required level.

Article IV: Membership Dues & Fees

1. A membership due of $5.00 per semester is mandatory for all members at the beginning of the semester at a date decided by the Treasurer. Dues shall be paid by the fourth week of each semester. Dues will be for the funding of special social events for the organization, funding of field trips and guest speakers, and other organization-related activities. No member or members may harbor for themselves the money attained from membership dues, or any other moneys attained by the Treasurer from African-American Studies Organization members. Any adjustments to the amount for membership dues, including the disbandment of such dues, must be decided by a majority vote by the Oversight Committee.

2. As a non-profit organization, fees may not be assessed to members for reasons related to lack of attendance to meetings and social events. However, if a member fails to participate in at least half of the meetings and events held by the African-American Studies Organization, the Oversight Committee may revoke their membership by a majority vote.

3. Should the African-American Studies Organization become inactive, the funds attained from the membership shall be donated to university’s Student Leadership towards a charity of their choosing.

Article V: Oversight Committee

A. Positions:
a. The President and Vice-President will ensure to maintain the efficiency of the African-American Studies Organization by remaining in contact with fellow officers, the organization’s advisor, and with the university. The President shall serve as the chief executive officer of the organization, shall preside at all meetings of the organization and shall prepare the agenda for meetings. The President shall be the official spokesperson of the organization, representing the policies, views, and opinions of the organization in its relations with the campus and community at large. The Vice President shall preside at organization meetings in the absence of the President. The Vice President shall perform all legal duties assigned by the President. The Vice President shall assume the office of President if the office becomes vacant.

b. The Treasurer shall oversee the Fundraising division, assist its division leader as needed, and maintain all funds received from the membership. The Treasurer shall handle all financial affairs and budgeting of the organization, maintain all necessary accounting records, and prepare monthly financial reports for the membership. Said records shall be maintained in accordance with generally accepted accounting principles. The Treasurer shall collect and deposit all dues and fees. The Treasurer shall maintain bank accounts in the organization’s name, requiring signatures of both the Treasurer and President for authorized disbursements.

c. Secretary: shall take a report of minutes from the meetings, distribute important notes for members, and compose and maintain a list of contact information for all members of the African-American Studies Organization. The Secretary shall be responsible for all organization correspondence and shall keep copies thereof on file. The Secretary shall maintain membership records for the organization.

d. Public Relations Executive: shall oversee special meetings and strategies for publicity and recruitment efforts. Shall oversee and maintain a social media presence for the African-American Studies Organization.

1. Requirements: Oversight Committee positions are eligible for members who are of a sophomore, junior, or senior class level, maintain a cumulative GPA of 3.0 or higher in their overall classes or their Justice Science classes, and are elected by a two-thirds (2/3) vote as described in Article II-3-b-iii. Oversight Committee officers shall serve a term of one semester. Their term shall start the first week of a new semester. Elections for each position will be held at the end of the prior
semester, no more than two (2) weeks before the final day of class before final exams.

Article VI: Divisions

1. Education Coordination
   a. Shall have an undergraduate leader elected by a majority vote among the membership.
   b. Responsibilities are to develop educational programs that focus on the African-American experience, such as discussions, guest speakers, and presentation expos.

2. Recruitment Coordination
   a. Shall have an undergraduate leader elected by a majority vote among the membership.
   b. Responsibilities are to create recruitment initiatives for incoming freshmen and for high school seniors; to oversee recruitment efforts at UAB Days, Scholar Days, and New Student Orientation.

3. Social Activities Coordination
   a. Shall have an undergraduate leader elected by a majority vote among the membership.
   b. Responsibilities are to arrange informal social gatherings for members of the African-American Studies Organization and meetings for special discussions of interest.

4. Community Outreach Coordination
   a. Shall have an undergraduate leader elected by a majority vote among the membership.
   b. Responsibilities are to arrange opportunities within African-American communities in Birmingham where members of the African-American Studies Organization can perform community service and develop partnerships with community organizations for the future.

Article V: Amendments

Amendments to the by-laws shall be decided by the introduction of an amendment by a member during the New Business period of the meeting prior to the amendments vote. One week after the introduction of an amendment, it will be reintroduced during the Old Business period and voted upon by the membership. A two-thirds (2/3) majority vote is needed to accept the amendment.