

UNO Economics Club Constitution

Article I. Organization's Name

The organization shall formally be known as the UNO Economics Club or Econ Club for short.

Article II. Organization's Purpose

The main purpose of this organization is to increase awareness and knowledge of economic issues among Econ Club members and the overall UNO community. The organization also provides a venue for student-members to examine issues related to academic success, career success, and related matters. The organization shall work towards increasing the membership's engagement with the Omaha community.

Article III. Membership

Section 1. Eligibility

- A. All currently enrolled UNO students in good standing who pay University Program and Facilities Fees (UPFF) at UNO are eligible for membership.
- B. Any individual from the community is eligible for membership without voting privileges and the ability to run for office.

Section 2. Method of Selecting Members

Any person who satisfies the eligibility requirements set forth in Article III, Section 1 may become a member of the organization by completing an Econ Club Membership Form.

Section 3. Types of Membership

Although attendance is not mandatory on all Econ Club-sponsored activities, to maximize Organization success, members are expected to be active members by attending a reasonable number of activities sponsored by the Organization. Attendance at activities sponsored by the UNO Department of Economics, such as the *Jobs for Economists* program, also count towards active membership.

Section 4. Membership Revocation

- A. Membership Will Automatically Be Revoked If:
 - a. The member loses his or her eligibility status.
 - b. The member fails to participate in at least one Econ Club-sponsored or UNO Department of Economics-sponsored activity in the past year.
 - c. The member violates the "UNO Student Code of Conduct."

- d. The member represents the organization in a way that is inappropriate or damaging.

Section 5. Discrimination Policy Statement

No student shall be refused membership in the UNO Economics Club on the basis of race, creed, religion, sex, sexual orientation, gender, gender identity, disability, socio-economic status, national origin, or any other protected status.

Article IV. UNO Economics Club Officers

Section 1. Elections

A. Nomination Procedures

Active members may run for office by either self nomination or the acceptance of a nomination from another member.

B. Qualifications

UPFF paying student members of the organization are eligible for positions of office.

C. Election Procedures

Officers shall be elected by a plurality of the votes cast by UPFF paying members at the annual election to be held during an official meeting that has been announced at least one week in advance of the election. The elections will be supervised by the organization's faculty advisor or by another Economics faculty if the advisor is not available. Elections would ideally take place towards the end of the spring semester with a term lasting for one year, providing continuity of management and planning between chapter members over the summer.

No later than two weeks after an election, outgoing and incoming officers will meet at least once to transfer all outstanding organization matters to incoming officers. Upon the conclusion of these transition meeting(s), the newly-elected officers will assume all organizational responsibilities assigned to their office.

D. Term of Office

No member may serve in the office of President or First Vice President for more than two consecutive years. Officers hold their position for one academic year, including both a fall and spring semester.

Section 2. Duties of Officers

- A. President – shall be responsible for leading the organization, planning organization activities (in consultation with the other Officers), and managing club activities in accordance with this constitution and the pursuits and aims of this group. The President shall preside over all club activities (e.g., officers' meetings, club meetings, etc.) The President shall be responsible for filing all necessary paperwork (i.e., Officer Contact Form and Annual Report) with UNO's Student Organizations and Leadership Programs Office for the club to remain a recognized UNO organization. The President is responsible for all club interactions with UNO's Student Organizations and Leadership Programs Office (including making room reservations for club activities). The President shall call an election at the end of the spring semester to ensure continuity of club activities from one academic year to the next. The President is also in charge of creating additional officer positions, committees, and allocation of responsibilities to maintain the organization.
- B. Senior Vice President and Vice President for Membership – shall preside at meetings in the absence of the President, assist the President in managing the activities and meetings of the club, keep the minutes of all organization meetings and events, present minutes for approval at the next meeting, and track member attendance at club meetings. Shall also maintain membership contact information, and perform other duties as assigned by the President.
- C. Vice President for Communications and Public Relations – shall be responsible for advertising all the activities of the club, create informational materials to increase club membership and increase the college's and the university's awareness of club activities, and prepare and maintain technological tools to aid in the communication and marketing of the club (e.g., club website). The Vice President for Communications and Public Relations also performs other duties as assigned by the President.
- D. Vice President for Finance and Special Programs – shall keep record of the organization's financial expenses and account balance, collect dues (if applicable), pay bills, and prepare requests for funding and grants from third-parties to support the functions of the organization. He/she will prepare and maintain a list of fundraising opportunities, manage their action, and record successfulness. Shall be responsible for organizing special programs (e.g., company visits, volunteer opportunities) that club members can participate in. Also performs other duties as assigned by the President.
- E. All four officers will make up the Executive Council, which will oversee the organization and its administrative concerns.

Section 3. Procedure To Fill Vacancies

If the President's position becomes vacant during a term, the Senior Vice President shall automatically assume the responsibilities of the President. Except for Presidential vacancy, a special election shall be held to fill any officer vacancies. They will be filled in the same manner as general elections.

Section 4. Impeachment Procedures

- A. Impeachments will take the form of a written complaint to the Executive Council from any active member of the organization.
- B. Grounds for impeachment of officers are:
 - a. Gross dereliction of duties;
 - b. Failure to uphold this constitution.
- C. If a simple majority of the other members of the Executive Council finds the complaint to be legitimate, any officer may be removed from office by a vote of two-thirds of all ballots cast by all Econ Club members.

Article V. Organizational Structure

Section 1. Executive Council

All officers will make up the Executive Council, which will oversee the organization and its administrative concerns. See Article IV, Section 2.

Section 2. Committees

Committees will be created at the discretion of the Executive Council.

Article VI. Advisor

Section 1. Primary Advisor

- A. The primary advisor of the UNO Economics Club shall be a faculty member of the Department of Economics. The advisor will be chosen by the Department of Economics faculty using a simple majority rule.
- B. The primary advisor's main functions are to offer advice, guidance, and assistance to the Executive Council.

Section 2. Advisory Council

At the discretion of the Primary Advisor or the Executive Council, additional advisors may be sought. Eligibility is extended to all faculty or administrative staff members of the University of Nebraska at Omaha, or any interested member in the community with expertise in Economics.

In the event that additional advisors are sought, all advisors will form the Advisory Council. The Primary Advisor shall act as Advisory Council Chair and

will call a meeting of the Advisory Council upon the request of the Executive Council.

Section 3. Removal Procedures

- A. A written complaint will be submitted to the Executive Council for review
- B. The Executive Council will review the complaint and vote based on a simple majority.
- C. If passed by the Executive Council, the complaint will be reviewed by the members present at any meeting.
- D. After chapter review, the Advisor may be removed by a 2/3 vote of members present at that meeting.

Article VII. Meetings, Activities, and Procedures

Section 1. Frequency

The UNO Economics Club shall hold regular meetings during the Fall and Spring semesters. All official meetings shall be announced through official channels at least one week in advance.

Section 2. Policy for Absences

All members of the Executive Council must be present at all official meetings. If an Officer plans to be absent, to the extent possible prior notice shall be given to the President or Senior Vice President.

Although attendance is not mandatory on all Econ Club-sponsored activities, to maximize Organization success, members are expected to be active members by attending a reasonable number of activities sponsored by the organization. Attendance at activities sponsored by the UNO Department of Economics, such as the *Jobs for Economists* program, also count towards active membership.

Section 3. Quorum

Quorum shall be defined as a simple majority of all members present at any official meeting. The President or presiding officer's vote breaks any tie. At least three members are required to be present to have a meeting.

Section 4. Procedures

In the event that there is a conflict in the organization that needs to be resolved, Robert's Rules of Order (<http://robertsrules.com/authority.html>) shall be consulted and used inasmuch as they are not in conflict with this constitution.

Section 5. Voting

Voting privileges shall be extended to active members of the organization who are currently enrolled and are UPFF paying students at the University of Nebraska at Omaha.

Article VIII. Finances

Section 1. Membership Fees

There is no membership fee to join the Organization.

Section 2. Procedures for Spending and Accounting for All Funds

- A. The Vice President for Finance and Special Programs is primarily responsible for depositing, expending, and accounting for all of the organization's funds by authorization of the Executive Council.
- B. In the Vice President for Finance and Special Programs' absence, the Executive Council and Advisor(s) may intervene in the deposit and expenditure of funds.
- C. The Vice President for Finance and Special Programs shall keep accurate records of balance and receipts throughout the semester to be verified and approved by the Executive Council at the end of each semester.

Section 3. Fundraising

- A. All on-campus moneymaking projects must first be registered with the Milo Bail Student Center Central Scheduling Office / Reservations and Event Planning (<http://mbsc.unomaha.edu>) two weeks prior to any event.
- B. Failure to register a fundraising project may result in the project and any future fundraising projects by the organization to be prohibited.
- C. Repeated violations may cause revocation of the organization's constitution.
- D. Off-campus fundraising activities are also encouraged, as well as creative new means of raising funds as appropriate.
- E. The organization's financial account shall be maintained at the University of Nebraska at Omaha.
- F. The Vice President for Finance and Special Programs is assigned to the duties relating to fundraising in the absence of a Fundraising Officer or Committee.

Article IX. Non-Campus Affiliation

There are no non-campus affiliations for this organization at this time.

Article X. Amendments

Section 1. Proposal of Amendments

- A. Any active member may propose amendments to this Constitution. Such proposal must be submitted in writing to the Executive Council.

- B. The Executive Council will take these amendments into consideration. In deciding whether amendments are valid or not, proposed changes or amendments to the Constitution must be in line with the organization's stated purpose in Article II and do not violate any university-wide rules or regulations governing student organizations.
- C. Following the conclusion of the executive review of the constitution they will present their proposed changes to the membership during a regularly scheduled meeting. The membership will then vote on whether or not to adopt the amendments to the constitution. Members not present during the scheduled meeting may turn-in their votes prior to the meeting in writing.

Section 2. Voting Procedure for Approving Amendments

- A. The revised constitution will be presented to the Office of Student Life and Leadership Programs for approval.
- B. If the revised constitution is not approved, the student organization will be notified with recommendations.

Article XI. Changes to the Constitution

The Office of Student Life and Leadership Programs must approve all changes to this constitution in the same manner as a completely new constitution.