

# BLACK STUDENT UNION CONSTITUTION

## OUR OBJECTIVE:

- To unite all black and brown students and allies of inclusivity under the Pan-African flag;
- To fight for the freedom, justice, and equality of Black people;
- To cultivate the eternal spirit of family, and maintain a connection to not just Africa, but the entire planet;
- To promote active communication and interaction between all students, organizations, and faculty of color;
- To maintain unity and champion the success of the Black Student Union Collective— meaning the Organization of Latino Unity, Students of Caribbean Ancestry, Brothers Making a Difference, Ebony Women for Social Change in conjunction with the Black Student Union as an individual organization;
- To encourage the involvement of the Black Student Union Collective in world events, campus activities and community service;
- To support and educate incoming students as they integrate into the campus environment of a predominantly white institution;
- To create a safe, inclusive space for freedom of expression of racial identity;
- To uplift and bring awareness to all the various cultures at Ramapo College;
- To create and maintain an environment that promotes this mission;

## Article I – Executive Board

The Black Student Union shall be chaired by the following executive board members: **President, Vice President, Publicist, Treasurer, Secretary, and Underclassman Representative(s).**

### **Section I**

Clause 1: The **President** shall be a student in good academic and moral standing with a minimum cumulative 2.5 GPA at the college, and be a former member of an executive board of the Black Student Union Collective at the time of election.

Clause 2: The **President** shall serve from May 1st - April 30th.

Clause 3: The **President** shall serve as the official representative to administration, faculty, staff and other student groups.

Clause 4: The **President** shall be in attendance and preside over all Black Student Union General and Executive Board meetings.

Clause 5: The **President** shall lead discussions regarding developing organizational goals and activities at the beginning of their term with the other executive board members and Presidents' Council.

Clause 6: The **President** shall be charged with connecting members of The Black Student Union with community service projects and activities supportive of organizational goals and objectives.

Clause 7: The **President** shall be charged with running a yearly constitutional review to add amendments (if necessary) and keep the Black Student Union's rules and regulations up to date.

## **Section II**

Clause 1: The **Vice President** shall be a student in good academic and moral standing with a minimum cumulative 2.5 GPA at the college.

Clause 2: The **Vice President** shall serve from May 1st - April 30th

Clause 3: The **Vice President** shall be in attendance and preside over all Black Student Union General and Executive Board meetings that the President cannot attend.

Clause 4: The **Vice President** shall assist the President and Executive Board to develop and implement activities supportive of organizational goals and objectives.

Clause 5: The **Vice President** shall serve as the official liaison to the Educational Opportunity Fund Program, First Generation Office, and Office of Equity, Diversity, Inclusion, and Compliance.

## **Section III**

Clause 1: The **Secretary** shall be a student in good academic and moral standing with a minimum cumulative 2.5 GPA at the college.

Clause 2: The **Secretary** shall serve from May 1st - April 30th.

Clause 3: The **Secretary** shall be charged with maintaining the upkeep of the office, reviewing and updating office filing procedures, and ordering all supplies and materials for the office.

Clause 4: The **Secretary** shall take, file and disseminate minutes, including attendance, at General and Executive Board meetings to all members of the Black Student Union and all of its associated organizations.

Clause 5: The **Secretary** shall maintain bulletin boards in the office with the most updated publications regarding the Black Student Union.

Clause 6: The **Secretary** shall create and maintain a calendar for the Black Student Union for the purpose of keeping track of Black Student Union Collective's programming and meetings.

#### **Section IV**

Clause 1: The **Treasurer** shall be a student in good academic and moral standing with a minimum cumulative 2.5 GPA at the college.

Clause 2: The **Treasurer** shall serve from May 1st - April 30th.

Clause 3: The **Treasurer** shall keep the financial records correct and stay up-to-date in line with college policies and abide by all rules and regulations of the Student Government Association Allocations Committee and Student Activities Revenue Management (SARM).

Clause 4: The **Treasurer** is suggested to serve on the Student Government Allocations Committee.

Clause 5: The **Treasurer** shall prepare an annual budget at the end of each spring semester for the upcoming year, and shall oversee the budget throughout the fiscal year.

Clause 6: The **Treasurer** shall maintain financial transparency with the Executive Committee by submitting a mid-semester and end-of-semester financial displaying a statement of past purchases and remaining funds for the year.

#### **Section V**

Clause 1: The **Publicist** shall be a student in good academic and moral standing with a minimum cumulative 2.5 GPA at the college.

Clause 2: The **Publicist** shall serve from May 1st - April 30th.

Clause 3: The **Publicist** shall publicize organizational events and meetings via Instagram, Daily Digest, In the Loop, Archway, or any mainstream form of communication.

Clause 4: The **Publicist** shall create and oversee all marketing materials for the Black Student Union, but not the marketing materials of the Collective. This includes, but is not limited to, taking pictures and video of events, creating brochures, posting to Instagram, utilizing Roadrunner Design, or Ramapo News promotions.

Clause 5: The **Publicist** shall create at least one newsletter a semester that provides information about the progress of the Black Student Union and its umbrella organizations to staff and faculty members.

## **Section VI**

Clause 1: The **Underclassman Representative** shall be a student in good academic and moral standing classified as a freshman, sophomore, or a first-year student with a minimum 2.5 GPA at the college and/or their most recent educational institution.

Clause 2: The **Underclassman Representative** shall serve from November 1st - May 15th

Clause 3: The **Underclassman Representative** shall support the executive board in various tasks, including but not limited to administrative duties, social media management, and event coordination.

Clause 4: The **Underclassman Representative** shall serve in a preparatory role to learn and gain the necessary experience for future Black Student Union leadership positions.

Clause 5: The **Underclassman Representative** shall be appointed by the current Black Student Union Executive Board.

Clause 6: The **Underclassman Representative** may be expanded to more than one active student.

## **Article II – Membership Structure**

### **Section 1- Executive Committee**

Clause 1: Executive Committee is made up of the President of each organization under the Black Student Union Collective. Meaning the President of the Black Student Union, President of Brothers Making a Difference, President of Ebony Women for Social

Change, President of Students of Caribbean Ancestry, & President of Organization of Latin Unity.

Clause 2: The Executive Committee shall be the main voting and governing body of the Black Student Union Collective, deciding issues such as constitution amendments, adding another organization to the Collective, releasing a resolution asserting a united voice for all the organizations in the Black Student Union, or **any other all-organization encompassing actions.**

Clause 3: Each organization President counts as one (1) vote, regardless of the number of members that attend the Black Student Union meeting.

Clause 3: In the event that the President of an organization is unavailable, the Vice President can vote in their absence.

Clause 4: The appointment of each individual president is based on individual organizations' constitutions.

Clause 5: In the event of a co-presidency, each co-President gets half a vote.

Clause 6: The Executive Boards of each umbrella organization is responsible for the execution of Executive Committee's decrees.

## **Section II- Black Student Union Executive Board**

Clause 1: The Black Student Union executive board members shall be made up **President, Vice President, Publicist, Treasurer, Secretary, and Underclassmen Representative(s).**

## **Section III- General Body Members**

Clause 1: General Body Members are considered to be any member registered in Archway and have met a two event meeting requirement (general body meetings or events)

## **Article III**

### **Section 1- Voting**

Clause 1: Black Student Union Executive Board must be elected by a majority of the general body members of the BSU Collective.

Clause 2: President and Vice President candidates must run as a party on a joint ticket.

Clause 3: The executive board shall vote on individual BSU business such as co-sponsorships, community services opportunities, branding materials, event planning decisions, budget usage, etc.

Clause 4: General Members vote for executive board members in the general election in April.

Clause 5: The election of the Executive Board must take place before April 15<sup>th</sup> in order to ensure time to create a transition of power from one administration to the next.

Clause 6: In the event of an Officer Removal Vote, the officer in question loses the right to vote.

## **Section 2- Quorum**

Clause 1: Quorum for Executive Committee meetings shall be 100%, keeping in mind a Vice President can vote in the absence of a President.

Clause 2: There shall be no quorum for general body meetings.

Clause 3: Quorum for Executive Board meetings shall be 51%.

Clause 4: In the event of a general body petition for removal, quorum must be 80% attendance of the Executive Committee and Executive Board.

## **Section 3- Meetings**

Clause 1: The Executive Committee shall hold meetings once a month or more at the committee's discretion.

Clause 2: The Executive Board shall host general body meetings of the Black Student Union at least twice a month to promote and reflect our mission to students.

Clause 3: The Executive Board shall hold private meetings twice each month to conduct on-going business of the organization.

## **Article VI – Removal of Officers**

### **Section I**

Clause 1: Removal proceedings against an executive board member may be initiated by presenting the faculty advisor with a petition of two-thirds (2/3) of the Executive Committee and the Executive Board and/or a petition of 15 general body members.

Clause 2: The petition must include the signature of the above defined parties as well as documentation of grounds of impeachment.

Clause 3: Ground for impeachment shall include:

1. Failure to adhere to academic standards and remain in good moral standing at the college;
2. Consistent failure to attend Black Student Union meetings without prior written notice and approval;
3. Neglecting to perform the assigned duties and responsibilities outlined in the constitution;
4. Engaging in behavior that undermines the BSU's integrity, including by not limited to misuse of office resources, inappropriate public personal statements, and implementing policies conflicting with BSU's core values;
5. Any deliberate action that may compromise the reputation and position of the Black Student Union Collective.

Clause 4: After receipt of petition and impeachment charges, the faculty advisor shall assess evidence and relevant parties to either deny impeachment charges (and halt proceedings), or affirm the petition and continue proceedings.

Clause 5: After approval of charges from the faculty advisor, the  $\frac{2}{3}$  petition of Executive Committee Members must reach a unanimous vote to formally impeach an officer. In the event of a general body petition, the Executive Committee *and* the Executive Board must hold a majority vote.

### **Section II- Resignation**

Clause 1: Any resignation should be made to the Executive Board and Committee in a formal letter, addressed to the Black Student Union Collective two weeks prior to anticipated day of resignation.