

By-Laws  
As of 2 June 2014

## Veterans and Family Student Association

### 1. Statement of Program purpose and Goals.

A. Name of Group: Veterans and Family Student Association

B. Charter signed by founding members, 1 February 2006

C. Mission Statement:

The Veterans and Family Student Association, at the University of Oregon is anchored by the values of Service, Academics and Solidarity. Members of this chapter come together with a strong belief in honor of their country, for those that have served are serving, or will serve.

Through Academics we support our fellow members to pursue knowledge and achieve excellence in their pursuits. It is also our duty to educate the public and the student body of this university on the personal sacrifices made by the sons and daughters of this nation.

Through Service, we support our communities and promotion of patriotism and national pride in various acceptable ways

Through each other, we attain Solidarity, in an unflinching belief in ourselves, our families and in our country.

Motto: "Honor in Actions, Truth in words"

## II. Membership

A. Membership is open to all fee-paying students:

1. Exec. R88.1 Membership:

No individual will be excluded from the program on the basis of political ideology, but every individual in the program must be sincere to the goals of the program.

2. Exec. R83.1 Elections: Membership in a program may be defined by the program as long as the membership rules allow an equal opportunity for all students to participate in the program and there is no other violation of the rules of the ASUO, the University of Oregon, or the State of Oregon.

B. Membership as defined by the organization:

1. See attached membership defined; "Section 8"

E. Equal Opportunity Statement

1. Veterans and Family Student Association, affirms the right of all individuals to equal opportunity within the club, receiving benefits, membership, and participation, without regard to race, color, religion, sex, sexual orientation, age, different ability, national origin, marital status, veteran's status, or any other considerations not directly and substantially related to effective participation.

### III. Officers and their Job Description and Responsibilities

#### A. Positions of leadership in the organization:

1. President (Required) – Facilitates, oversees, and conducts meetings. Provides guidance and leadership on the direction and goals of the club. Is the main decision maker within the VFSA and is the final authority on all voting and forums.
2. Vice President – Performs the function of the President in the absence of.
3. Secretary – Takes role, records the minutes of the meetings, and maintains club documents.
4. Treasurer – Collects membership dues, maintains organization's bank accounts, collects or distributes any funds owed or due to the organization for extracurricular functions, collects/records/and deposits money raised during fund raisers, reports to the president on the financial position of the club.
5. Public Relationship – Assists Secretary and Treasurer with performing their functions. Also tracks and coordinates with committee heads, solely responsible to head the social committee.
6. ASUO student government, VFSA representative – will sit on ASUO student government meetings and address the concerns and issues of veterans on campus, with permission of ASUO.

B. All elections will be held in the fifth week of spring term and the newly elected official will take office on the meeting of the sixth term. Positions will run no longer than one year, and will run from spring term when elected until spring term for the following year. All officers must be enrolled at the University of Oregon.

### IV. Elections

Programs may elect their director and other staff provided the following criteria are met. All candidates must be afforded the same opportunity to disseminate information to the electorate. The electoral process must insure that every constituent has an equal opportunity to vote, and that every constituent's vote has equal weight in determining the outcome of the election. Only student members of the program may vote in an election for any position having authority in an ASUO program. Membership in a program may be defined by the program as long as the membership rules allow an equal opportunity for all students to participate in the program and there is no other violation of the rules of the ASUO, the University of Oregon, or the State of Oregon. All candidates must be afforded the same opportunity to disseminate information to the electorate.

- A. Quorum (3/4 of members need to be present)
- B. Veterans and Family Student Association will publicly announce elections by flyers posted on appropriate programs boards.
- C. All elections will be held in the fifth week of spring term. Positions will run no longer than one year, and will run from spring term when elected until spring term the following year.

- D. President and/or Vice-president and secretary are responsible for overseeing elections.
- E. Attendance requirements to obtain voting rights. Active members must miss no more than three meeting per term and no more than 9 meetings total, on order to be a voting member on the fifth week of spring term.
- F. Process to recall officers, majority voter of  $\frac{3}{4}$  of active membership.
- G. For election process, the candidates must be fee paying University of Oregon student.
- H. The electoral process must insure that every constituent has an equal opportunity to vote, and that every constituent's vote has equal weight in determining the outcome of the election.
- I. Only active student members of the program may vote in the election for any position having authority in an ASUO student organization. Only currently enrolled UO students may hold leadership positions.
- J. Membership in a student organization may be defined by the organization as long as the membership rules allow an equal opportunity for all students to participate in the program and there in no other violation of the rules of the ASUO, the University of Oregon or the State of Oregon.

## V. Officer Transitioning

- A. Transitioning process after electing new leaders will take part immediately after election, new leaders will shadow current officers until the end of the year when they will take over.
- B. Update new officer contact information with the ASUO.
- C. Refer to Program Administrator with any transitioning questions (applies to both old and new leaders)

## VI. Meetings

- A. Frequency, Meetings will be held once a week on any of the five schools days. When the club will meet will be dependent on membership preference and time space available.
- B. Decision-making process
  - 1. Voting
  - 3. Who can vote – Any active member in good standing and not missing more than three meetings per term.
  - 4. Who makes decisions in summer (officers in elected positions only or faculty advisor)

## VII. Grievances

- A. Mediation process for resolving grievances against or between officers, staff, members, will be brought against a board of a specially convened and selected five member committee or the Student Conflict Resolution Center to hear the arguments

on both sides and render an honest, trusted, valid, unbiased decision. Once the mediation committee has made a decision it will be final and upheld by the bylaws of the club.

B. Vice President and one active member will interpret rule and by-laws and will be enforced by the president once an agreed upon interpretation is reached between Vice president and active member.

C. If mediation is unsuccessful, please refer to the Green Tape notebook, Executive Rule 80.1 for more information.

#### VIII. Dissolution of the Program

A. Veterans and Family Student Association, dissolution will be determined when membership falls below required officer positions of the club.

B. Any special desires of the program for dispensation of fundraised money or equipment not purchased with incidental fees or state dollars when the program is dissolved will be determined at the appropriate time.

1. Upon dispensation, Program will submit benefactors(s)' mission statement to Programs Administrator for approval

C. All equipment and materials purchased with Incidental Fees needs to be returned to the ASUO Executive

#### IX. Amending the By-Laws

A. Process for amendments (voting), the amendment must pass by a vote of  $\frac{3}{4}$  of the attending membership and there must be at least  $\frac{2}{3}$  of the active members present for the meeting.

B. Signature requirements if petitions are used, there must be at least  $\frac{2}{3}$  (plus one) of the memberships signatures on the petition and signatures must be verified by three active members (to include the signee).

C. Veterans and Family Student Association will notify the membership a week prior before any elections on issues and bylaw amendment.

D. New amendments will take effect on the first day of the start of the next term.

E. Submit copy to Programs Administrator for approval (by-laws not yet official until approved).

F. Save updated by-laws to OrgSync (for future purposes, you can update your bylaws without going through me unless I call for all orgs to update their bylaws)