

# Constitution of The Cal Rainbow Alliance

## ***1. Name of Organization:***

The name of this organization shall be The Cal Rainbow Alliance.

## ***2. Statement of Purpose:***

The Cal Rainbow Alliance organization exists to provide visible, tangible support for lesbians, gays, bisexuals and all in the community who understand. Specifically, the group purposes are:

- a. To provide all students, faculty, and staff with an avenue to demonstrate their support of lesbian, gay, bisexual people and allies;
- b. To promote educational opportunities for students, staff, and faculty as well as parents and alumni, in order to enhance understanding of the diversity of individuals;
- c. To develop a broad appreciation for diversity and inclusiveness by promoting understanding of the lesbian and gay, and bisexual communities and contributions of their members to the university community;
- d. To increase the awareness of discrimination and harassment on the basis of sexual orientation or affection of preference and actively attempt to overcome subtle and pervasive oppression and insensitivity;
- e. To provide a voice for gays, lesbians, and bisexuals in university affairs;
- f. To help find funding opportunities for members of The Cal Rainbow Alliance to attend regional conferences and workshops related to ending confronting homophobia and heterosexism;
- g. To provide a safe forum for confidential discussion, support, and resource information;
- h. To organize social activities that will aid in the unification of The Cal Rainbow Alliance;

## ***1. Membership Requirements:***

Membership in The Cal Rainbow Alliance is open to all members of California University of Pennsylvania community, including students, faculty and staff who are supportive of the purposes of the organization stated in this document. Voting members at a business meeting will be all those who have attended a minimum of two business or committee meetings in the twelve months prior to that meeting. The exception will be that until two meetings have been held in the initial organizing period decisions will be made by the majority vote of attending members that support the purposes of this document. The membership of The Cal Rainbow Alliance shall consist of all those eligible to be voting members. Other individuals who support the purposes of the alliance will be welcome at the meetings.

## ***2. Organizational Structure:***

The organization shall be run as a collective composed of all The Cal Rainbow Alliance members. A quorum at a business meeting shall consist of five voting members. The Alliance shall elect, by simple majority, a treasurer, a secretary, a vice president and a president by secret ballot.

- a. The Treasurer: The treasurer will serve as the accountant for all fiscal activity within The Cal Rainbow Alliance. The treasurer will keep records of all Cal Rainbow Alliance activities and work closely with the Advisor and the SAI Director of Business Operations to process all fiscal transactions in a timely manner. The treasurer will keep updated records for The Cal Rainbow Alliance and provide regular reports during scheduled Cal Rainbow Alliance meetings. It will be the responsibility of the treasurer to work with the SAI Director of Business Operations to clarify and understand policies, or to seek general assistance with financial needs. The treasurer will be elected annually in the beginning of the fall term.
- b. The Secretary: The secretary serves as the recorder of The Cal Rainbow Alliance activities. Regular meetings will be documented through attendance records, recording of the agenda and minutes of each meeting. The secretary is responsible for all the correspondence for The Cal Rainbow Alliance and meeting notifications to the membership. The secretary will be elected annually at the beginning of the fall term.
- c. The Vice President: The vice president works closely with the president to implement The Cal Rainbow Alliance plans. The vice president should be responsible for organizing committees and providing direction to carry out activities. The vice president serves as the liaison between committees and executive board to keep a constant flow of information about responsibilities, assignments, and timelines. The vice president should be prepared to provide activity ideas of the Alliance. The vice president represents the organization when the president is not available. The vice president will be elected annually at the beginning of the fall term.
- d. The President: The president of The Cal Rainbow Alliance is responsible for the general planning and leadership of The Cal Rainbow Alliance in accordance with the statement of purpose of The Cal Rainbow Alliance. The president is responsible for suggesting activities and directing group efforts. The president plans the meetings, and with the officers, sets the agenda. Additional responsibilities include maintaining communications with the Student Congress and other student organizations about organizational activities and promoting involvement of all organization members. The president works closely with the advisor to accomplish organizational goals within the framework of the California University of Pennsylvania's policy. The president will be elected annually at the beginning of the fall term.

### ***1. Advisor:***

- a. The advisor will support The Cal Rainbow Alliance in its contributions to the education and personal development of the students;
- b. The advisor will work with The Cal Rainbow Alliance, but not direct The Cal Rainbow Alliance's programs or activities. The advisor may offer suggestions, considerations, or ideas for the group's discussion;
- c. The advisor will stay well informed about the plans and activities of the group;
- d. The advisor will be aware of the goals and objectives of the group and consult with the officers frequently;
- e. The advisor will provide continuity within the group and be familiar with the group's history. The advisor should be familiar with the constitution of the organization and be prepared to assist with its interpretations;
- f. The advisor should insure the group's compliance with the policies and procedures of California University of Pennsylvania;
- g. The advisor should be aware of the general financial condition of the Cal Rainbow Alliance and encourage the keeping of good financial records;
- h. The advisor will monitor the group's functions and encourage the members to fully participate, and assume appropriate responsibility for the group's activities and co-curricular commitments;
- i. The advisor will assist in orienting new officer in facilitating their leadership skills;
- j. The advisor will deal with major problems or emergencies within the organization;
- k. The advisor will consult the Director of the SAI about problems, plans, or changes in the organizational status when the advisor deems it appropriate;

### ***1. Expectations of Elected Officers:***

- a. All elected officers have the responsibility of attending all Alliance business meetings. If an elected officer is unable to attend a meeting, he or she should notify the Alliance in advance;
- b. If it should be the opinion of the Alliance that an elected officer is not fulfilling the obligation of that position, any member of the Alliance may move for removal of that elected officer. In order to remove that elected officer, two-thirds of the voting member of the Alliance must support the motion. Should the motion pass and the elected officer be in attendance, the motion is effective immediately, and the members of the Alliance will replace elected officers either permanently or until a permanent replacement is found. Should the motion pass, and the elected officer not be present, a "good faith" effort shall be made to notify the elected officer, thereby allowing his or her response before the next business meeting. If, however, after a "good faith" notification has been made, the elected officer does not respond, the passed motion will be effective by the end of the next business meeting;
- c. An elected officer may at any time resign his or her position by notifying the Alliance. In the event of a vacancy of an office, another member of the Alliance will be elected to assume the duties of that office either permanently or until a permanent replacement is found;

### ***1. Meetings:***

Meetings will be held at least every two weeks on a specific day of the week determined during the initial organizational meetings.

### ***2. Amendments:***

Amendments to the constitution may be suggested by any member of the Alliance and must be submitted to the President in writing at least one week prior to the business meeting at which they will be proposed to the membership. The vote will be taken at the meeting following the initial proposal meeting. A two-thirds majority of the voting members of the Alliance present at the meeting is required for the amendment to pass. The amendment must state when it will go into effect.

### ***3. Executive Board:***

The executive board will consist of the elected officers: the president, the vice president, the secretary, and the treasurer;

### ***4. Parliamentary Authority:***

**The rules contained in Robert's Rules of Order Revised will govern the organization in all cases of which they are applicable unless they are inconsistent with the Constitution of The Cal Rainbow Alliance or the special rules of the organization.**