**The Constitution of The University of Wisconsin-Stout’s Gender & Sexuality Alliance**

**ARTICLE I: NAME**

*Section 1:* The name of the recognized organization shall be Gender & Sexuality Alliance, which is a student organization of The University of Wisconsin-Stout.

**ARTICLE II: ORGANIZATION PURPOSE**

*Section 1:* The purpose(s) of this organization shall be:

1.  To provide a safe, supportive, and all inclusive space for lesbian, gay, bisexual, transgender, gender noncomforming, queer/questioning, asexual members, and allies of the LGBTQIA+ and to educate the University of Wisconsin - Stout and Menomonie community.

1.                  All inclusive language

2.                  No outing

3.                  LGBTQIA+ non-derogatory language

4.                  A place where people feel comfortable

5.                  No discrimination

6.                  A place for information

7.                  Provide a safe space

8.                Openness

9.                Confidentiality

10.               Supportive environment

11.               No physical or verbal abuse/ no sexual harassment and all other university policies

12.               No excessive profanity, don’t direct it at people

13.               RESPECT, self, other, and opinions

14.               Leave problems at door, don’t take your problems out on other group members

15.               Professionalism

16.               Cell phone courtesy

17.               No excessive public display of affection

2. To hold regularly scheduled confidential meetings, activities, and to maintain a safe space.

*Section 2*: Facilitating activities and events that pertain to current issues within the community:

1.       Encouraging administration to sponsor and support faculty’s understanding and awareness of issues within the community, whether it be global, national, or local.

2.       Encouraging faculty to implement LGBTQIA+ issues into their curriculum.

3.       Being a source of information and referral for other students and faculty.

*Section 3:* Be a LGBTQIA+ presence on campus by:

1.                  Having an active voice in the student government and its procedure.

2.                  Responding to incidents of homophobia by supporting the victim and responding appropriately.

*Section 4*: To provide social opportunities by:

1.                  Planning enriching activities on and off campus.

2.                  Bringing to campus speakers and sponsoring LGBTQIA+ activities.

3.                  Having open and welcoming meetings for all students, faculty, and community members.

**ARTICLE III: MEMBERSHIP**

*Section 1*: There shall be two types of membership, Student membership and Community membership. Student membership is open to any LGBTQIA+ University of Wisconsin - Stout student, faculty, or staff. Community membership is any LGBTQIA+ member from the surrounding Wisconsin area who is not a student at the University of Wisconsin - Stout.

1. Student members have all rights to the organization including the right to vote and receive funding for organizational events.
   1. “Regular members” are defined as member who have either
      1. Been in attendance at one scheduled GSA meeting per month for each semester for which they have been active
      2. Been to 3 GSA or Qube sponsored events

2.                  Community members have the right to attend activities and meetings, but will receive no funding for any organizational events.

*Section 2*: Membership may be terminated by

1.                  Disclosing personal information about members.

2.                  Not maintaining a safe space during meetings and any sponsored event or activity.

3.                  Acts of violence and/or any form of harassment.

4.                  No members shall be removed from membership without first having an open hearing by all executive board officers and advisor or 2/3 of all members.

*Section 3*: All members shall abide by the code of conduct established by University of Wisconsin - Stout administration and the Stout Student Association.

**ARTICLE IV: OFFICERS**

*Section 1*: The officers of this organization shall be a President, Vice President, Secretary, Treasurer, Event Coordinator, Promotions Coordinator, Historian & Fundraising Chair.

*Section 2*: Tasks and duties of each officer position are as follows:

1.      President

a.       Shall hold regular scheduled meetings.

b.       Acts as a representative on campus for the organization.

c.       Will sit on the inclusivity committee.

d.       Oversees secretary and event coordinator positions.

2.      Vice President

a.                  Shall hold regular meetings if president is unable to do so.

b.                  Acts as a representative on campus for the organization.

c.                  Will hold icebreakers and activities during meetings.

d.                  Oversees treasurer, historian, and promotions coordinator.

e.                  Introduces guest speakers.

3.      Secretary

a.                  Shall keep minutes at meetings and send out minutes via email after meetings.

b.                  Acts as a representative on campus for the organization.

c.            Manages group emails and is responsible for sending reminder emails to all group members.

d.                  Keeps a record of all current members.

e. Regularly checks Orgsync.

f.                   Responsible for all other paper work outside of budget.

4.      Treasurer

a.                  Shall keep accurate record of financial matters.

b.                  Acts as a representative on campus for the organization.

c.                  Will go to all budget training and will write the budget for each academic year.

d.                  Will hold all purchase request forms and travel expenses.

e.                  Will be in charge of any reallocations that may occur.

5.      Events Coordinator

a.                  Shall keep accurate information and contacts for events on campus.

b.                  Acts as a representative on campus for the organization.

c.                  Be in charge of running and coordinating events.

d. Uploads event information to Orgsync.

e. Oversees the fundraising chair.

6.      Promotions Coordinator

a.                  Will create posters, buttons, shirts, etc.

b.                  Acts as a representative on campus for the organization.

c.                  Shall manage and update website and Facebook.

7.       Historian

a.       Documents archives of Gender and Sexuality Alliance.

b.       Acts as a representative on campus for the organization.

c.       Completes program reports per events and keeps them in the Gender and

Sexuality Alliance binder

d. Responsible for taking pictures at events/meetings.

8. Fundraising Chair

a. In charge of organizing and fundraising for events.

b. Acts as a representative on campus for the organization.

c. Shall be responsible for promoting Kitanah Fairy Godmother Scholarship and for keeping accurate record of money for the scholarship fund.

*Section 3*: All officers shall be elected once per academic year.

*Section 4:* Provisions for removal of an officer.

1.                  Officer does not attend meetings/events regularly.

2.                  Officer does not contribute to a safe space environment.

3.                  Officer does not fulfill duties as listed above.

*Section 5:* Removal of an officer.

1.                  No officers shall be removed from board without first having an open hearing by all officers or 2/3 regular members.

2.                  Removal of an officer shall take place at a board meeting.

3.                  Officer may resign of their own free will.

**ARTICLE V: ELECTIONS**

*Section 1:* Election of Officers

1.                  An elected office lasts for one academic year.

2.                  Elections are held the third to last meeting of every Spring semester.

3. All nominees for every position must be either self-nominated or nominated by another member. Each nomination must receive a seconded vote to be on the election ballot.

4. Any persons who wish to run for the Presidency as Co-Presidents must be nominated as a duo to be considered for a Co-Presidency position.

5. Nominees may only run for two positions in each election.

*Section 2*: The quorum for election shall consist of 2/3 of regular members and board members.

*Section 3*: To be eligible for Presidency, a student must have had one year executive board experience in the Gender and Sexuality Alliance or an equal student organization working with the University Senate of the Stout Student Association at the University of Wisconsin- Stout.

*Section 4*: Office vacancies will be filled by special election at the next meeting where vacancy occurs OR responsibilities of vacant office will be absorbed by remaining executive board members, at current executive board’s two- thirds vote.

*Section 5:* In the event that there are not enough people to fill executive positions the order of seats to be filled are as follows: President, Treasurer, Vice President, Secretary, Events Coordinator, Promotions Coordinator, Historian, and Fundraising Chair. In the event of officer vacancies duties and responsibilities shall be reallocated by remaining members of the board.

**ARTICLE VI: MEETINGS**

*Section 1:* There shall be two kinds of meetings: social and executive board meetings.

*Section 2*: The executive board may call special meetings if an emergency arises or if asked by another member of the organization. Must give 24 hour warning in advance.

*Section 3*: All members must be notified of special meetings as soon as possible before the time of the meeting.

*Section 4*: The constitution shall be presented to all members at the beginning of each semester.

*Section 5*: Executive board meetings will be held at least once per week.

**ARTICLE VII: ADVISOR**

*Section 1*: This organization shall consist of at least one advisor.

1.       One of the advisors shall meet with the president on a regular basis.

2.       The advisor shall provide suggestions and/or help in any situation that they find appropriate.

3.       There shall be at least one University of Wisconsin - Stout faculty/staff advisor.

4.       There shall be an optional student advisor.

**ARTICLE VIII: COMMITTEES**

*Section 1*: The president and/or vice president shall be on the inclusivity committee.

*Section 2*: The president and/or vice president shall attend Safe Space trainings and events.

*Section 3*: If president and/or vice president can’t attend said Safe Space event, then an alternate must be found.

**ARTICLE IX: FINANCE**

*Section 1:* The president and/or treasurer and faculty advisor are authorized to spend the organization funds.

*Section 2:* The organization shall be financed through any grant provided by the University Student Senate of the Stout Student Association, donation, and fundraising.

**ARTICLE X: AMENDMENTS TO THE CONSTITUTION**

*Section 1*: Proposed amendments to the constitution shall be presented at an executive board meeting at least one executive board meeting prior to being voted upon.

*Section 2*: Having been properly presented, amendments may be adopted by 2/3 majority vote of members at a social meeting.

*Section 3*: The University Student Senate of the Stout Student Association must approve all amendments.

*Section 4:* All amendments go into effect immediately after approval.