

University of Wisconsin Stout Association of Family and Consumer Sciences

ARTICLE I: NAME

Section 1: The name of this non-profit organization shall be the University of Wisconsin—Stout Association of Family and Consumer Sciences. It shall be a student member section of the Wisconsin Association of Family and Consumer Sciences and the American Association for Family and Consumer Sciences.

ARTICLE II: AFFILIATIONS

Section 1: The University of Wisconsin—Stout Association of Family and Consumer Sciences shall be affiliated with the Wisconsin Association of Family and Consumer Sciences and the American Association of Family and Consumer Sciences and the Wisconsin Family and Consumer Educators.

ARTICLE III: PURPOSE

Section 1: The objective of the University of Wisconsin—Stout Association of Family and Consumer Sciences shall be to provide for professional development of the Family and Consumer Sciences Education students.

Section 2: Specifically, the University of Wisconsin—Stout Association of Family and Consumer Sciences shall work toward this objective by:

1. Assisting in the promotion of the program of work of our affiliated organizations.
2. Planning effective association meetings.
3. Providing the opportunity for developing leadership abilities in student members.
4. Working cohesively as an organization to promote and share enthusiasm for Family and Consumer Sciences.
5. Providing the opportunity for active membership in the Wisconsin and American Family and Consumer Sciences Associations and Wisconsin Family and Consumer Educators.

ARTICLE VI: ADVISOR

Section 1: The advisor of the Stout Association of Family and Consumer Sciences must be a faculty or staff member of the University of Wisconsin – Stout.

Section 2: Office members will nominate faculty members who they feel would be interested advisors. The council will vote to decide which faculty members will be asked to serve as advisors, as needed.

ARTICLE V: GOVERNING BODIES

- Section 1: The voting members of the officer council shall consist of the elected officers, excluding the President, stated in Article V and standing committee members.
- Section 2: When the association has a state and/or national officer, they would also serve on the officer council as voting members.
- Section 3: In all general meetings any member, who has paid the affiliation fee, is allowed to vote.

ARTICLE VI: QUORUM

- Section 1: The majority of the voting members constitute a quorum for all meetings.

ARTICLE VII: MEETINGS

- Section: 1 There shall be a minimum of one general meeting per month, with officer council meetings held (as needed). The President or Vice President in her/his absence has the right to call a special council or general meeting. Robert's Rule of Order will be used in special meetings. General meetings will be an open discussion, unless the President feels that Robert's Rules of Order is necessary.

ARTICLE VIII: AMMENDMENTS

- Section 1: Any proposed amendments to the constitution must be presented at the office meeting prior to the general meeting at which time it will be voted on.
- Section 2: A majority vote is necessary to amend the constitution. Amendments must be brought up at one meeting and tabled to the following meeting.

BY-LAWS

A: Membership and Dues

- Section 1: Membership is open to all registered students in good standing at the University of Wisconsin-Stout. All student organization members must maintain at minimum a 2.0 grade-point average (on a 4.0 scale) to be eligible for participation in a Recognized Student Organization.
- Section 2: The Stout Association of Family and Consumer Science will not discriminate against membership of any individual based upon race, gender, religion, ancestry, age, veteran status, marital status, sexual orientation, income, physical ability, or political ideology, unless specified in the governing document of the organization or pursuant to an exception recognized by University, local, state or federal laws / ordinances.
- Section 3: New membership will be accepted throughout the year.

Section 4: Local dues shall be paid at the beginning of the semester.

B: Officers

Section 1: The term of office shall be one academic school year or deemed appropriate by the membership. Elections shall be held in spring semester or as needed to fill positions.

Section 1.5: Officers shall not hold any other leadership positions with in SAFCS.

Section 2: Offices of this organizations shall be as followed: President, Vice President, Communications, Treasurer, and Chair Person their duties are as follows:

A. President

1. Shall preside at all general and office council meetings.
2. Shall be responsible for the agendas of the general and office council meetings.
3. Shall discuss agendas with advisor prior to the meetings.
4. Shall have the power to call special meetings when necessary.
5. Shall recommend persons to fill vacant positions until the time of a new election.
6. Has the power to appoint committee chairs at the approval of the assembly.
7. Shall call the executive board council meetings.

B. Vice President

1. Shall oversee all special committees.
2. Shall assume the role of President in her/his absence.
3. Shall chair the membership committee.

C. Communications

1. Shall be responsible for recording all actions of the office council and the general assemblies.
2. Shall reproduce these minutes for placement in the Secretary's notebook and the hands of the President and any absentee advisor(s).
3. Shall distribute the minutes of the previous general meeting at the office council meeting.
4. Shall keep an accurate file of all current members.
5. Shall record attendance for each general meeting.

D. Treasurer

1. Shall keep accurate up-to-date records of all incoming and outgoing monies.

2. Shall propose an annual budget and present it to the office council and general membership for their approval.
3. Shall report balances in savings and checking accounts and any other pertinent information.
4. Shall maintain records of dues money sent to the American Association of Family and Consumer Sciences.
5. Shall serve as chair of the fundraising committee.

E. Chairperson

1. Shall serve as chair of the public relations committee.
2. Shall maintain social media.
3. Shall take pictures or assign someone else at every activity and event.
4. Shall chair any new and adapting committees.

C: Powers of Office Council

Section 1: The officers shall serve as a nominations committee, suggest the yearly program of work, select advisors, preview monthly business, make final selections to fill vacancies in offices as they occur and act upon items that need immediate action.

D: Elections

Section 1: Elections for officers shall be in the Spring Semester with installation at the initiation ceremony/ year end banquet.

Section 2: Persons wishing to be nominated for an office will inquire such with the current President or advisor at the meeting prior to elections.

Section 3: The majority of those voting will determine the outcome of the election. Ballots may be written or voted by acclamation.

Section 4: If no members have inquired for a particular office nomination from the floor will also be accepted.

E: Committees

Section 1: The officers will deem the number of standing committees based on membership numbers. The potential standings are as follows:
The names of the standing committees are: Fundraising,
Membership and Public Relations.

A. Membership

1. Shall promoted active membership throughout the year.
2. Shall recognize new members at the general meeting.
3. Shall keep track of membership points throughout the year.

4. Shall make attempts to recruit prospective members.

B. Public Relations

1. Shall be responsible for promoting publicizing SAFCS through the university, but not limited, to display cases, Stoutonia, organization fair, flyers, etc.

C. Fund Raising Projects

1. Shall propose and organize fund raising projects.
2. Shall work closely with the Treasurer to keep accurate records of these projects.
3. Shall keep accurate accounts of each members fundraising efforts.

F: Removal of Officers and Committees

- Section 1: Officers or committees failing to fulfill the given responsibilities and duties may be removed by the regular members of the organization.
- Section 2: The removal of an officer requires a 2/3 vote of a quorum following the notification of the officer in question. Such notification shall be provided in writing no less than seven working days prior to the vote.
- Section 3: The officer in question has the opportunity to defend his/her position in front of the membership of the organization prior to such a vote.

G: Financial Provision

- Section 1: The operating budget shall be obtained from membership dues, fund-raising projects, and or any kind of donations.

H: Awards

- Section 1: Information about awards and the application process will be made available to members.
- Section 2: Any member shall nominate prospective award recipients. Award nominations could also come from applications submitted to the officers by eligible members.
- Section 3: Recommendations for award recipients will be made by officers to the advisor and the advisor will make final selection.