

Honors Assembly Constitution

Honors Assembly

Created January 22, 2019. Amended June 17, 2020

Article I: Organization Name

1. The name of the organization shall be the Honors Assembly.
2. This organization is affiliated with the University Honors Program.
3. The Honors Assembly motto shall be: “We Learn to Lead by Serving.”

Article II: Purpose Statement

The Honors Assembly is a student-led organization built as the embodiment of the University Honors Program (UHP). We strive to exemplify the UHP’s “Learn, Lead, Serve” motto. We utilize the resources of the Honors Program to raise awareness of local, national, and global topics. As undergraduate representatives of the University Honors Program student body, the Honors Assembly and its committees works to integrate the interests of its members into all programming, events, and create a space for their voices to be heard. We strive to welcome new students to the university and help our new Honors students become acquainted to their new home. The Honors Assembly is a place for Southern Illinois University UHP student leaders to participate in worthwhile and significant leadership development.

Article III: Membership and Eligibility Criteria

Section A: Membership is open to all students enrolled in the University Honors Program.

Section B: Member selection will not be based on race, color, religion, sex, national origin, sexual orientation, gender identity, ancestry, age, marital status, physical or mental disability, unfavorable discharge from military, or status as a disabled veteran or veteran.

Section C: Dues and collection procedures

1. The fiscal year of the organization shall coincide with SIU’s academic year.
2. There shall be no dues to be a member of the Honors Assembly.

3. Should there be any optional expenses, payment will be given to the VP of Finance.

Section D: A member may be removed for

1. Violation of the SIU Student Conduct Code, Southern Illinois University policies, city, state, and national laws.

Section E: Removal of membership procedures

1. Any member may have their membership revoked (i.e. due to Student Conduct Code violation, etc.) by a two-thirds vote of the Executive Board.
2. Any member removed may appeal to the general membership and RSO advisor. Said member shall be considered reinstated with two-thirds approval of all members.
3. Any member wishing to withdraw from the Honors Assembly must submit a letter of resignation to the Executive Board.

Section F: Membership Rules

1. If a member is going to be absent from a meeting or event, they should notify the President of their absence. Communication is key.
2. If a member misses (without notification) 2 meetings or two events in a row of the Honors Assembly, they will be required to meet with the executive board.
3. If a member meets with the executive board for their absences and continues to miss meetings or events without notification, they will again meet with the executive council and likely be removed from the Honors Assembly.
4. All members should abide by any and all rules set in the constitution.
5. Members will sign a form acknowledging they have read and have understood the constitution.

Article IV: Voting

Section A: A quorum will be a majority count of total members.

Section B: Each member in good standing within the Honors Program may vote.

Article V: Executive Board

Section A: This organization shall have an Executive Board consisting of the following officers:

President, Vice President of Operations, Vice President of Cultural Experiences and Diversity, Director of Academics, Director of Research, and Vice President of Student Life and Civic Engagement.

Section B: All members of the Executive Board must be students currently enrolled at Southern Illinois University Carbondale, in good standing, and members of the University Honors Program.

Section C: The term of office shall coincide with the start and end of each SIU Carbondale academic year.

Section D:

1. Election of officers shall be held annually at the end of the spring semester.
2. Notice shall be given before the election meeting in the two meetings before the elections.
3. Nominations shall be initiated from the floor and elections shall be conducted by ballot.
4. The person receiving a majority vote will be elected.

Section E:

1. Any officer may be removed from membership by a two-thirds vote of the Executive Board.
2. Any officer removed may appeal to the general membership and RSO advisor. Said officer shall be considered reinstated with two-thirds approval of all members.

Section F: Any vacancy which may occur in an office shall be filled by appointment by the president pending ratification at the next executive board business meeting.

Article VI: Duties of Officers

Section A: President

1. Oversees operations of the Honors Assembly, ensures the success of the Assembly guided by the Purpose Statement
2. Presides over Executive Board meetings, advises finances (including fundraising proposals/plans), and oversees master calendar of events
3. Corresponds with VP positions to provide leadership and guidance

Section B: VP of Operations

1. Manages logistics of the board and RSO finances
2. Takes, updates, and distributes meeting notes
3. Assists in the promotion of events through public relations
4. Maintains contact records of VPs, Honors Ambassadors, and Committee Members
5. Responsible for room reservations and campus connections

Section C: VP of Cultural Experiences and Diversity

1. Embrace diversity by collaborating with on-campus programming, international student affairs, and campus related events
2. Introduce students to ideas such as intersectionality, racism, and privilege
3. Uses programming to increase exposure to various cultural values

Section D: Director of Academics

1. Heightens and connects classroom learning, creative activities, and research to the greater UHP community
2. Promotes classroom opportunities through the Honors classes to UHP members, making sure the information on classes is accurate and informative
3. Maintains an Alumni network, collecting contact information from the former members of the UHP and assists current UHP members with networking opportunities

Section E: Director of Research

1. Provide forums for life-long learning and discussions, such as the Distinguished Lecture Series and TED talks

2. Informs UHP members about opportunities of research conferences and recruits UHP members to present

Section F: VP of Event Planning and Promotion

1. Builds community and strengthens the UHP culture through social activities and service as a means of enhancing students' curricular and co-curricular experience, such as nights at the theater, open mic nights, movie nights, mixers, and prize competitions.
2. Connects service activities with student academic and career directions, expanding their sense of belonging beyond campus to include the local community
3. Enhances personal responsibility to be an engaged, caring community member and SIU student
4. Creates caring, interactive role modeling engagements with younger students to encourage their future connections with the university

Section G: VP of Finance

1. Manages logistics of the board and RSO finances
2. Creates a budget for the Honors Assembly
3. Tracks all incoming and outgoing funds
4. Collects funds from members as needed.

Article VII: Advisor

Section A: The Advisor must be a full-time faculty or staff member at Southern Illinois University.

Section B: The advisor shall:

1. Assist the group in the execution of roles and responsibilities
2. Provide feedback to the organization regarding its operation and functioning
3. Serve as a resource
4. Provide advice upon request, and also should share knowledge and expertise
5. Meet with the executive board on a regular basis
6. The advisor will be a nonvoting member of the organization

Article VIII: Group Committee Structure

Section A: Committees shall be constructed regarding each events being planned and as needed.

Section B: The duties of the standing committees shall include:

1. Weekly or Bi-Weekly meetings, conducted by the corresponding Vice President
2. Consistent attendance by each committee member. If a committee member cannot attend the meeting, the member must notify the head of the meeting.
3. Assistance to the duties of the given Vice President, furthering progress toward not only the goals of the given committee but the vision of the overall organization as outlined in the Purpose Statement (Article II).

Article IX: Notice of meetings

Section A: The times for regularly scheduled meetings shall be determined by the Executive Board each semester.

Section B: Special or emergency meetings may be called with a 24-hour notice by the Executive Board.

Section C: The meetings shall include a quorum, order of business, and disposition of the minutes.

Article X: Parliamentary Procedure

Section A: Robert's Rules of Order Revised can be followed by the organization if decided upon by the Executive Board, involving parliamentary procedure when it does not conflict with the constitution.

Article XI: Programs, Services, Activities

Section A: Statement of Nondiscrimination and Accessibility

1. This organization shall follow all federal and state statutes and regulations as well as Southern Illinois University's policies pertaining to non-discrimination in educational programs.
2. Access to all programs, services and activities shall be free from discrimination included but not limited to, race, color, religion, sex, national origin, sexual orientation, gender identity, ancestry, age, marital status, physical or mental disability, unfavorable discharge from military, or status as a disabled veteran or veteran.
3. This organization shall provide reasonable accommodations as necessary to individuals with disabilities in order to provide equal opportunity to participate in programs, services and activities.

Section B: The Honors Assembly strives to conduct programs, services, and activities that embodies the University Honors Program motto "Learn, Lead, Serve."

Article XII: Statement of Non-Hazing

1. This organization will not conspire to engage in hazing, or commit any act that causes or is likely to cause bodily danger, physical harm, or personal degradation or disgrace resulting in physical or mental harm to any fellow student or person attending the institution.