

**Black Student Union  
Constitution**

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## Article I: Name, Purpose, & Mission Statement

**Section 1: Name-** The name of this organization shall be the Black Student Union.

**Section 2: Purpose-** The purpose of the Black Student Union shall be to promote education, group unity, business networking, entrepreneurial encouragement, and community development.

**Section 3: Mission Statement-** The Black Student Union strives to foster a sense of community for all students. It will provide an opportunity for Black students to express their views concerning current events, academics, cultural arts, and campus life.

## Article II: Membership & Dues

**Section 1: Eligibility-** Membership shall be open to all current students of Christopher Newport University upon payment of the dues as outlined in Section 2.

**Section 2: Dues-** Dues shall be \$10 per year.

## Article III: Officers

**Section 1: Officers-** The Executive Board of the Black Student Union shall consist of a President, Vice-President, Secretary, Treasurer, and Public Relations Officer.

**Section 2: Eligibility-** Officers must be full-time students, maintaining at least a 2.0 GPA.

**Section 3: Election-** The officers shall be elected by ballot before the end of the Spring semester by a majority (51%) of the active members.

**Section 4: Term-** The officers shall serve for one year and their term of office shall begin at the conclusion of spring semester.

**Section 5: Responsibility-** Management of this organization shall be vested in an Executive Board responsible to the entire membership to uphold these bylaws.

**Section 6: Membership-** This committee shall consist of the officers as listed in Article III Section 1 and the faculty advisor(s).

**Section 7; Meetings-** This committee shall meet at least once between regular meetings of the organization to organize and plan future activities.

**Section 8: New Positions-** Officers have the ability to create new positions as deemed appropriate. A simple majority vote of all current members will put the position into effect.

## Article IV: Duties of Officers

**Section 1: President-** the duties of the President shall be to:

- Preside at meetings of the general membership and officers.
- Vote only in case of a tie
- Represent the organization to the CNU community
- Perform such other duties that ordinarily pertain to this office
- Keep faculty advisors informed and updated
- Attendance at all meetings is required, except in cases of extenuating circumstances

**Section 2: Vice President** It shall be the duty of the Vice-President to:

- Preside in absence of the President
- Serve as Program Chair. This entails coordinating and planning events, scheduling rooms, and working with the Public Relations Officer to advertise effectively.
- Attendance at all meetings is required, except in cases of extenuating circumstances

**Section 3: Secretary-** It shall be the duty of the Secretary to:

- Record the minutes of all meetings
- Keep a file of organization records
- Maintain a current roster of membership
- Issue notices of meetings and conduct the general correspondence of the organization
- Attendance at all meetings is required, except in cases of extenuating circumstances

**Section 4: Treasurer-** It shall be the duty of the Treasurer to:

- Receive all funds and process Request for Payment, Deposit Slip, and Officer Signature Forms.
- Keep an itemized account of all receipts and expenditures and make reports as directed
- Attendance at all meetings is required, except in cases of extenuating circumstances

**Section 5: Public Relations Officer-** It shall be the duty of the Public Relations Officer to:

- Create and publicize any and all advertisement campaigns
- Manage all social media platforms
- Attendance at all meetings is required, except in cases of extenuating circumstances

Article V: Meetings

**Section 1: Meetings-** General Membership meetings, planned by the Executive Board, shall be held bi-monthly during the regular academic year.

**Section 2: Executive Meetings-** Executive Board meetings will be held during the weeks regular meetings are not in session.

Article VI: Advisor

**Section 3: Duties-** The responsibilities of the faculty/advisor shall be to:

1. Maintain an awareness of the activities and programs sponsored by the student organization.
2. Meet on a regular basis with leadership of the student organization to discuss upcoming meetings, long range plans, goals, and problems of the organization.
3. Attend regular meetings, executive board meetings as often as schedule allows.
4. Assist in the orientation of new officers.
5. Explain and clarify campus policy and procedures that apply to the organization.
6. Maintain contact with the Office of Student Activities.
7. Provide direction in the area of parliamentary procedure, meeting facilitation, group-building, goal-setting, and program planning.
8. Assist the organization treasurer in monitoring expenditures, fundraising activities, and corporate sponsorship to maintain an accurate and up-to-date account ledger.
9. Inform members of behavior deemed unbecoming and/or unacceptable and the possible consequence of said behavior.

Article VII: Amendments

**Section 1: Vote-** This constitution may be amended by a majority (51%) vote of all active organization members.