**CONSTITUTION OF The Society for the Advancement of Chicanos and Native**

**Americans in Science (SACNAS)**

*ARTICLE I – Name*

The name of this organization shall be the Rutgers-Society for the Advancement of Chicanos and Native Americans in Science Chapter (RU-SACNAS).

SACNAS is a society of scientists dedicated to advancing Hispanics/Chicanos, Native Americans and any other underrepresented minorities in science. We are a national nonprofit organization of individuals and organizations dedicated to quality science, technology, engineering, and mathematics (STEM) research, teaching, leadership, and policy.

*ARTICLE II – Mission and Goals*

**Section 1. Mission**

SACNAS fosters the success of Hispanic/Chicano and Native American scientists—from college students to professionals—to attain advanced degrees, careers, and positions of leadership in science through mentoring. SACNAS members are dedicated to giving back through mentorship, peer networks, professional development, and by engaging in science research and leadership of the highest caliber.

The RU-SACNAS Chapter will promote the mission of SACNAS at a local level, offering educational and professional development resources and opportunities to students, organizing campus, regional, and community activities to promote the scientific and personal development of its members. With the support of the national organization, RU-SACNAS is committed to encouraging minority students and scientists to advance to their utmost capability.

**Section 2. Goals/Outcomes**

1. **To further the work, to improve the effectiveness, and to enhance the public**

**understanding of and appreciation** for Chicanos, Latinos, Native Americans,

Alaska Natives, Native Hawaiians and other underrepresented minorities in all the fields of science;

2. To cooperate with other individuals, organizations, clubs, and other groups

whose purposes include **the achievement of diversity in higher education**;

3. To **promote student recruitment and retention for underrepresented minorities** in all the fields of science at Rutgers University New Brunswick, and

4. To **provide a forum for students** (different science majors and science related

majors) to work together for academic, community service and social activities at

Rutgers University.

5. To **provide mentoring to** Chicanos, Latinos, Native Americans, Alaska Natives, Native Hawaiians and other **underrepresented minorities in science**

*ARTICLE III – Membership*

**Section 1. Definition of Membership**

1. Membership shall be open to all Rutgers University students and must comply with federal laws prohibiting discrimination on the basis of race, religion, color, national origin, ancestry, age, sex, sexual orientation, gender identity and expression, disability, atypical hereditary cellular or blood trait, marital status, civil union status, domestic partnership status, military service, and veteran status, and any other category protected by law.

2. Rutgers University staff and faculty are eligible for adjunct membership but can

not vote or hold office.

3. The chapter advisor is a non-student member of the organization, with all rights

and privileges therein, except for the right to vote or hold office.

**Section 2. Termination of Membership**

1. The Governing Body may terminate the membership in the Chapter of any

member for repeated infractions of the by-laws, rules, and/or regulations of this

organization.

2. Any member, regular or otherwise, may terminate membership at any time, upon

verbal notification to the Secretary of the effective date of resignation.

*ARTICLE IV – University, State, Federal Compliance*

1. This organization shall abide by all applicable laws of the State of New Jersey and the United States.

2. This organization shall abide by all applicable rules and regulations of the University and under the privileges as granted by the Division of Student Affairs and by the rules and regulations of the Board of Governors.

*ARTICLE V – Non-Hazing*

Hazing is strictly prohibited. Hazing shall be defined as any conduct which subjects another person, whether physically, mentally, emotionally, or psychologically, to anything that may endanger, abuse, degrade, or intimidate the person as a condition of association with a group or organization, regardless of the person's consent or lack of consent.

*ARTICLE VI – Executive Officers*

**Section I. Officers**

**President:** Delegates initiatives. Initiates and presides over meetings. Oversees all group activities and assists in leadership development of membership. Prepares and implements chapter budget with Secretary/Treasurer. Preparation of Meeting Agendas with Secretary/Treasurer.

**Vice President:** Assumes presidential responsibilities in the absence of the president. Develops and coordinates outreach activities with the National Liaison.

**Secretary:** Maintains accurate attendance and membership records and keeps minutes. Preparation of Meeting Agendas with President

**Treasurer:** Maintains and manages finances and keeps accurate financial records for both Rutgers University and the National Organization. Prepares and implements chapter budget. The treasurer keeps accounts, deposits the organization’s funds, and makes expenditures in a manner approved by the Business Office for Student Organizations.

**Public Relations:** Publicizes the program and events in local and area media. Provides distribution of published materials. Updates and maintains the Chapter website. Assists Vice President in developing and coordinating professional development.

**Freshman Representative:** Serves as a Liaison between the freshman general members and the officers. Recruits freshman to the organization with hopes of making them a crucial part of the chapter. Must be a first-year student and attends all the officer meetings. This representative shall be appointed no earlier than one month of the beginning of the academic year.

**National Liaison:** Primary contact with the SACNAS National Office. Submits Chapter Annual Report and conducts communication with the National Office. Reports chapter information such as changes to by-laws, board members, contact information, etc. to National Office. Keeps current with literature and reports current events from National Office. Coordinates all activities involving National Organization such as the annual SACNAS National Conference. Assists the Governing Body in leadership and development. Coordinator between the University Chapter and Community programs

**Section II. Nominations**

1. Individuals may be nominated for more than one office, but may fill only one

position.

2. Individuals seeking nomination must be active chapter members.

3. Secretary/Treasurer shall record nominations and make available to the

membership properly written ballots for election.

4. Nominations shall be held one month prior to the last meeting of the academic

year.

**Section III. Elections/Voting**

1. Elections shall be held three weeks prior to the last meeting of the academic

year.

2. All active members are eligible to vote.

3. Voting shall be conducted as an electronic ballot and tally shall be conducted in

the absence of the said candidates.

4. Votes shall be tallied by the current secretary and two members appointed by the

president.

5. In the event that there is not a majority vote, the top two candidates will hold a

run-off election.

6. Officer terms shall be one academic year.

*ARTICLE VII – Advisor*

1. The advisors must include a permanent full-time Rutgers University –faculty/staff member.

2. The advisor may not vote but can offer advice to the organization.

*ARTICLE VIII – Dues*

1. Dues are not required for chapter level membership however in order to be recognized as a member at the national level each member must pay annual dues.

2. Members shall pay dues to the national organization. See details: <http://sacnas.org/getinvolved/membership/benefits>

*ARTICLE IX – Personal Gain Clause*

This organization shall ethically raise and distribute profits from organizational functions to either the organization or to members who provide a service that directly benefits the organization. Individual members may not receive compensation from for-profit ventures or partnerships if acting as a representative of a student organization.

*ARTICLE X – Amendments*

The Constitution may be amended by a popular vote of the membership; provided the amendment was submitted in writing at a previous regular meeting, and notice of the proposed amendment was given to all members at least one week before the meeting on the Constitution.

1. A proposed amendment for any portion of these by-laws shall be submitted in

writing to the Governing Body two weeks prior to voting at a regularly scheduled

meeting.

2. The amendment shall be subject to ratification by a majority vote of the members

of the chapter.

3. A membership vote on the proposed by-law amendment(s) will have a deadline

of no more than seven (7) days from presentation of proposed amendment.

4. Votes will be counted at the seven (7) day deadline.

5. By-laws may be amended at any regular meeting with a majority vote.

6. All amendments to the constitution and bylaws are subject to the approval of the

Office of the Dean of Students. They will not take effects until they have been

approved.

***BYLAWS***

**Section I. Resignations**

1. An officer may resign from office at any time, by giving written notice to the

President or Vice President.

2. The written notice of resignation must be received and acknowledged by the

Governing Body of officers.

3. During a meeting when a resignation is presented, nominations will be taken to

fill the vacancy and voting procedures will be conducted as stated in Article VI

Section II and III.

**Section II. Removals**

1. Shall any member have knowledge that an officer is not fulfilling his/her duties or

that an officer has acted or participated in activities that violate the mission of the

chapter, he/she may call a meeting to explore the charges.

2. A two-thirds vote, excluding the officer under investigation, is needed for a

removal.

3. Upon removal, nominations shall proceed as indicated in Article IV Sections II

and III.

**Section III. Affiliation:**

This is an affiliated chapter to the Society for Advancement of Chicanos and

Native Americans in Science (SACNAS). This Chapter reserves the right to

create and adopt its own by-laws, rules and procedures within the context of the

SACNAS by-laws and the rules and regulations of Rutgers University.

**Section IV. Quorum:**

A quorum must consist of at least fifty percent of all membership and a majority

of the officers.

**Section V. General Meetings:**

1. All members are required to attend regular meetings.

2. Consistent failure to attend meetings may result in suspended voting rights and

termination of membership.

3. Meeting Agendas shall be prepared by the President and Secretary/Treasurer.

**Section VI. Finance**

1. The Secretary/Treasurer and President shall be responsible for preparing a

budget every academic year.

2. All distributions of funds shall be approved by the President and Secretary/

Treasurer.