

Ecohusky Constitution
Last amended: March 1, 2010

1. Organization Name: **EcoHusky**

2. Mission Statement:

We, EcoHusky, at the University of Connecticut, in order to 1) promote awareness of local, national, and global environmental issues, 2) foster an increase in personal environmental responsibility for members of the UConn community (faculty, staff, students), and to 3) serve as a bridge between existing and future environmental student organizations as well as The Office of Environmental Policy, do ordain and establish this Constitution of EcoHusky.

3. Meetings

EcoHusky will meet weekly on a date reserved by the President.

4. Funding

- a) EcoHusky will fundraise through the annual EcoHusky 5k RoadRace every April. This fundraise is executed by EcoHusky members and Office of Environmental Policy Interns.
- b) EcoHusky will also apply for USG funding is extra funding is needed.
- c) All funding must follow the decision making guidelines in Section 6.

5. Membership

Undergraduate Students Graduate Students Faculty/Staff Other

Additional Information:

- a) Formal membership in this organization will be limited to students enrolled at the University of Connecticut, including undergraduate students, graduate students and non-degree students currently enrolled at the University of Connecticut, Storrs Campus. Membership dues are not required.
- b) Any person may attend our organizational meetings. University staff and faculty as well as community members are encouraged to participate in the planning and implementation of EcoHusky ideas and activities in order to provide a wide range of input.
- c) In order to be considered a member, an individual must be present at at least ½ of all EcoHusky meetings and/or events per semester.

6. Decision Making:

In general, the organization shall use the following decision making model:
 Consensus Majority Vote (51% required) Officer(s) Decision

Additional Information:

- a) The general election of officers began in April 2005 and will continue to occur every following April. Officers will be elected by the first EcoHusky meeting in April. Nominations will occur two weeks prior to the elections. After the April election, officer elects will shadow the existing officers until their term ends at the end of the spring semester. Any student that has been a member of the EcoHusky student group for a minimum of one semester will be eligible for election. Office of Environmental Policy interns are eligible to be officers. Individuals may be nominated by fellow organization members or by self-nomination. An individual may not run for more than two Officer positions, and may only hold one officer position at a time.
- b) Voting shall be done by secret ballot, and shall be counted by two non-running, voting organization members. At least ten members, excluding officers, must be present for voting to take place. Members who are unable to be present for the election may submit their vote electronically, on the day of the election, to the EcoHusky email account (this will no longer be an anonymous vote). The candidate with the majority wins the election. Voting results will be announced within 24 hours of the election.
- c) In the case of a tie, there will be a revote. A revote will be held in the manner described above for only the position that resulted in a tie during the following meeting. Re-voting will occur until the final result is no longer a tie.
- d) If an officer resigns before the April election, a second election will occur to fill this position. The election will follow the same guidelines as the April election. An officer should give at least two weeks notice to the remaining officers and group members if they plan to leave before the April elections.
- e) The distribution of any EcoHusky funds is to occur only with the consent of the Officers in response to a group decision. Funds shall be allocated only to those activities, programs and events that are sponsored or approved by EcoHusky. Any funds remaining after the completion of an activity, program or event must be returned to the EcoHusky account.
- f) All Officers shall meet weekly before EcoHusky member meetings in order to prepare for the weekly meeting.
- g) All decisions made by the Officers outside of the regular EcoHusky meeting time will be discussed with those members present during the following scheduled meeting.

7. EcoHusky Officer Positions:

All Officers hold one equal vote in the EcoHusky Executive Board.

President: The President will be responsible for arranging Officer meetings and full EcoHusky Student Group meetings. It is the current President's responsibility to reserve an appropriate meeting space for the following years' EcoHusky member meetings. The President is also responsible for making all reservations on behalf of the group for the year in which they serve. The President will maintain

communication with the Office of Environmental Policy and the group's advisor, Richard Miller. The President must be present and preside, if possible, over every Officer Meeting and EcoHusky member meeting. The President will work directly with the Treasurer to aid in USG and other funding requests. The President will also assist in any paperwork that is not specifically money-oriented. The President has the ability to delegate tasks to the Vice President when he/she feels necessary. If the President is unable to attend any meeting, he or she must contact the Vice President at least 24 hours in advance. *This position will be voted upon by the EcoHusky Student Group members during the Spring election.*

Vice-President: In the event that the President is not able to attend and preside over Officer meetings or EcoHusky member meetings, the responsibility lies with the Vice President. The Vice President will be responsible for assisting the President with any executive duties. *This position will be voted upon by the EcoHusky Student Group members during the Spring election.*

Secretary: The Secretary will be responsible for taking notes during meetings, with an emphasis on outlining project progress reports, upcoming deadlines/due dates, and tasks that organization members have volunteered for. The Secretary will be responsible for submitting these notes to the mailing list, as well as keeping a hard copy in an ongoing EcoHusky Student Group binder within 48 hours of the meeting. It is the Secretary's responsibility for making reminder phone calls/emails, with the assistance of the Workgroup Leader, to organization members who volunteered for the event, and guest speakers at least 24 hours prior to the event. If the Secretary is unable to attend a meeting, it is their responsibility to contact the Vice President to request that the Vice President act as a temporary replacement to perform their job duties. The Secretary will take attendance at all meetings and use this information to track membership. *This position will be voted upon by the EcoHusky Student Group members during the Spring election.*

Treasurer: The Treasurer is responsible for: collecting funds and depositing to the account, paying bills, keeping a record of all transactions (i.e. deposits), checks and adjusting entries, monitoring the organization's budget, and preparing monthly financial reports and documents to keep the organization informed about its financial status. In addition, the Treasurer will be responsible for obtaining and completing all necessary paperwork, and attending any necessary workshops in relation to USG funding requests. The Treasurer is responsible for identifying, presenting to the Officers, and overseeing any possible fundraising activities. If the Treasurer is unable to attend any regular meetings, it is their responsibility to contact the President at least 24 hours in advance.

Advertising Coordinator: It is the responsibility of the Advertising Coordinator to identify potential advertising opportunities for events or activities, use campus media outlets, and work with members of the group to facilitate advertising for workgroup initiatives. If the Advertising Coordinator is unable to attend any meeting he or she must let the Vice President know at least 24 hours in advance.

Workgroup Leader(s): Non-officer, organization members shall volunteer to be, and consequently be assigned as, Workgroup Leaders for particular EcoHusky events/projects. Workgroup Leaders will be responsible for reminding EcoHusky members involved in the event/project of the tasks that they have accepted during regular meetings. Workgroup Leaders are also responsible for setting up additional small group meetings as necessary to ensure the success of their associated event/project. Workgroup Leaders will provide an update on the status of their event/project regular meetings during the period that their event/project is being planned or occurring. Workgroup positions will last for the duration of the project. There are no restrictions regarding the number of Workgroup Leadership positions an individual may hold.

All Officers will be responsible for approving Workgroup Leaders, who volunteer, as needed to fulfill the group's yearly goals or activities.

Advisor: A full time faculty/professional staff member from the Storrs University of Connecticut campus, who is actively involved in either the Environmental Policy Advisory Council or one of its subcommittees, is eligible for the advisor position. The Faculty Advisor will be chosen by the officers and their term will last indefinitely, with an annual reappointment.

8. Ratification and Changes/Amendments to this Document:
 - a) This constitution shall take effect with the approval of two-thirds of present voting members.
 - b) Amendments can be made to this document with a majority vote from membership present at regularly scheduled meetings. Changes should be reviewed by the Advisor for professional input, but do not require Advisor consent. The Advisor will be notified of any final changes to this document within one week of their occurrence.

9. Beneficiary Addendum:

In the event that this organization's account remains inactive for 12 consecutive months, the following beneficiary will receive the balance of organization funds:

Campus Sustainability Fund

c/o Tina Huey
The University of Connecticut Foundation, Inc.
2390 Alumni Drive Unit 3206
Storrs, CT 06269-3206
Tel. 800.269.9965
Fax 860.486.0907