

University Of New Orleans
Open Works Collective
—Circumdans Omnia—

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Contents

I	Introduction	3
1.A	Name	3
1.B	Purpose	3
1.C	Objectives	3
II	Membership	4
2.A	General Membership	4
2.B	Active Membership	4
2.C	Committee Membership	4
2.D	Advisory Membership	4
III	Committees	5
3.A	Standing Committees	5
3.A.1	Steering Committee	5
3.B	Ad-Hoc Committees	5
3.B.1	Becoming a Standing Committee	5
3.C	Term	5
IV	Voting	6
4.A	Eligibility	6
4.B	Definitions	6
4.B.1	Total Number of Possible Votes	6
4.B.2	Total Number of Votes Cast	6
4.B.3	Quorum	6
4.B.4	Proxy Ballot	6
4.B.5	Abstention	6
4.B.6	Vote Counters	6
4.C	Types of Voting	6
4.C.1	Scheduled Vote	6
4.C.1.A	Method of Vote	6
4.C.1.B	Voting Period	7
4.C.2	Instantaneous Vote	7
4.C.2.A	Method of Vote	7
4.C.2.B	Voting Period	7

4.D	Number of Votes Required	7
4.D.1	Simple Majority	7
4.D.2	Fifty Percent	7
4.D.3	Two-Thirds	7
4.E	Ties Between Vote Options	7
4.E.1	With Pass/Fail	7
4.E.2	With Multiple Options	8
V	Amending this Constitution	8
5.A	Non-Semantic Changes	8
5.B	Semantic Changes	8
5.C	Constitution maintainers	8
5.C.1	Maintainer Qualifications	8
5.C.2	Maintainer Expectations	8
5.C.3	Maintainer Selection	9
5.D	Impeachment	9
VI	Financial Structure	9
6.A	Holdings	9
6.A.1	Donations	9

Article I Introduction

Section 1.A Name

The name of this organization shall be the: Open Works Collective; Abbreviated: OWC

Section 1.B Purpose

The purpose of this organization is to garden a productive open ecosystem for communities associated with the University of New Orleans to foster interdisciplinary creativity through the intersection of inclusivity, transparency, and collaboration.

Section 1.C Objectives

The objectives of the Open Works Collective are:

1. To organize/promote open forms of collaboration with a focus in our university community
2. To root ourselves in diversity of perspective, thought and interest
3. To foster mutualistic communication across disciplines and departments
4. To support the rigorous exploration of creative projects and research
5. To maintain a common space, digital and otherwise, that is inclusive and accepting to all people
6. - This space should facilitate community interconnectivity/function/health/growth and be resilient to harmful speech or actions
7. To develop and offer resources for education relevant to our purpose
8. Enable self-determination.

Article II Membership

There are four major types of membership available to Open Works Collective. Each carries different qualifications, roles, and privileges.

Section 2.A General Membership

- General Membership is open to all people officially associated with the University of New Orleans.
- The roles of the General members is to act as an ambassadors of the Open Works Collective.

Section 2.B Active Membership

- Active Membership is open to all General members who have attended a meeting within the last two months.
- The role of active members is to participate in meetings and projects.
- Active members have the opportunity to become committee members.

Section 2.C Committee Membership

- Committee Membership is open to all Active members.
- Committee members have voting rights.
- Committee members may participate in more than one Open Works Collective Committee.
- The role of committee members is to participate in all their respective committee meetings.

Section 2.D Advisory Membership

- Advisory Membership is open to any University Employee interested in supporting the Open Works Collective efforts.
- The Open Works Collective must have at least one advisory member at all times.
- Advisory members are not excluded from participating in committees.

Article III Committees

The Committees are the main governing body of the Open Works Collective. Its purpose is to provide leadership and direction for the Open Works Collective, to oversee the day-to-day operations of the Collective, and to initiate and organize programs and projects for the Collective. It is composed of the seven permanent directors and the Chairperson.

There is one permanent directorship for each major aspect of the government of the Collective and each one is chaired by an Steering Committee member. Ad Hoc directorships are created on an as-needed basis. They are generally very task oriented and are chaired by a Collective member. A directorship has some jurisdiction in its area of interest and often is responsible for the day-to-day decisions regarding its area of interest. Any large expenditures or large effect decisions must be brought before the entire Collective via the Steering Committee.

Section 3.A Standing Committees

A standing committee is a permanent panel that can open or close.

3.A.1 Steering Committee

- The Steering Committee can never be dissolved.
- The Open Works Collective
-

Section 3.B Ad-Hoc Committees

An ad-hoc committee is a temporary panel that can open or close, and has the opportunity to become a standing committee.

3.B.1 Becoming a Standing Committee

- To become a standing committee, an ad-hoc committee must request standing committee status (by appealing to the steering committee) and a quorum must be reached in favor upon the vote following the request.
- The Open Works Collective
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Section 3.C Term

The terms of office for all elected officials shall be two (2) consecutive semesters beginning in the fall.

Article IV Voting

This article defines voting procedures.

Section 4.A Eligibility

All Open Works Collective members are eligible to vote.

Section 4.B Definitions

4.B.1 Total Number of Possible Votes

The number of Active members eligible to vote.

4.B.2 Total Number of Votes Cast

The Total Number of Votes Cast is defined as the total number of votes received for every voting option minus the number of abstentions.

4.B.3 Quorum

A Quorum is defined by the minimum number of votes cast required for a vote to be official. It is a fraction or a percentage of the total number of possible votes. Any member present for an Immediate Vote or given a ballot who does not explicitly cast their vote is counted as an Abstention. A Quorum is reached if the Total Number of Votes Cast plus the number of Abstentions is equal to or exceeding the minimum number of votes required.

4.B.4 Proxy Ballot

A Proxy Vote is defined as any ballot that was cast by one member on behalf of another member. Any member may cast a Proxy Vote for another member who is unable to actually participate in the vote. A Proxy Vote must be explicitly written down and signed by the member not in attendance. The count of all Proxy Vote must be recorded and announced in all votes. Proxy Votes are only permissible where explicitly stated, at the discretion of the Chair of the Vote.

4.B.5 Abstention

An Abstention is defined as a vote indicating a neutral position in the vote. A means to abstain must always be provided in a vote. Abstentions are counted towards a Quorum, but not towards the Total Number of Votes Cast used to determine if a vote passes or not.

4.B.6 Vote Counters

The current members of the Open Works Collective's steering committee are vote counters. There must be at least three committee members to count votes.

Section 4.C Types of Voting

4.C.1 Scheduled Vote

4.C.1.A Method of Vote Votes are cast on paper ballots, which provide a means to indicate every possible option in the vote. A ballot is then distributed to each active Open Works Collective member that is eligible to cast a vote and then votes are collected in the designated ballot box for a pre-specified length

of time. At the end of the voting period, the Chair of the Vote collects the ballots, closing the voting period. The Vote Counters then tally the results.

4.C.1.B Voting Period For constitutional modification, candidate selection, and officer removal votes, the voting period must be at least forty-eight (48) hours in length. For any other type of vote, the voting period must be at least twenty-four (24) hours. The minimum length of the voting period may be explicitly lengthened, but never shortened, in the text describing the actual vote.

4.C.2 Instantaneous Vote

4.C.2.A Method of Vote The current members of the Open Works Collective's steering committee will state all possible ways to vote, then call out each possibility one at a time. The chairing member will count the number of members casting their instantaneous vote for that possibility. Instantaneous votes will be planned in advanced and will be held during meetings. The current members of the Open Works Collective's steering committee will decided whether or not the subject being voted on should be instantaneous or scheduled.

4.C.2.B Voting Period An instantaneous vote lasts as long as it takes for all votes to be tallied.

Section 4.D Number of Votes Required

The Number of Votes Required refers to the numbers required to achieve a quorum and for a vote to pass. Below are listed four standard votes. Numbers for non-standard votes are defined in the section describing the actual vote.

4.D.1 Simple Majority

In a Simple Majority Vote, a Quorum is reached if the Total Number of Votes Cast is equal to or exceeds one-half the Total Number of Possible Votes. An option in the vote passes if the number of votes cast for that option is larger than the number of votes cast for every other option individually.

4.D.2 Fifty Percent

In a Fifty Percent Vote, a Quorum is reached if the Total Number of Votes Cast is equal to or exceeds one-half the Total Number of Possible Votes. An option in the vote passes if the number of votes cast for that option exceeds fifty percent of the Total Number of Votes Cast.

4.D.3 Two-Thirds

In a Two-thirds Vote, a Quorum is reached if the Total Number of Votes Cast is equal to or exceeds two-thirds the Total Number of Possible Votes. An option in the vote passes if the number of votes cast for the option equals or exceeds two-thirds of the Total Number of Votes Cast.

Section 4.E Ties Between Vote Options

4.E.1 With Pass/Fail

If the number of votes cast for the pass option equals the number of votes cast for the fail option, then the vote has failed.

4.E.2 With Multiple Options

If multiple options may pass, a tie does not present a problem. If only one option may pass, then the vote must be recast or tabled at the discretion of the current President of the Open Works Collective. In the event of a tie in a Steering Committee vote, the *Chairperson* may cast the tie-breaking vote.

Article V Amending this Constitution

The main branch of the uno-open/governance repository on github is the most upstream version and should be regarded as the OWC's current constitution.

Collaborative development is done with pull request approach 1 - fork

Any/All merges to it must be reviewed and approved by at least [2 directors/5 members of the governance committee/...]

Section 5.A Non-Semantic Changes

There are two methods for non-semantic change to the Constitution. A Maintainer may approve any proposed change that does not affect the meaning of the document. Alternatively, the change may be presented to the steering committee for discussion followed by an instantaneous vote. A quorum of fifty percent of the Total Number of Possible Votes is required for passage.

Section 5.B Semantic Changes

Any semantic change to the Constitution requires the change to be proposed in writing for discussion at a Open Works Collective Meeting. Any modifications made due to the discussion are added to the written proposal and the modified proposal is submitted to the steering committee for evaluation. The final proposal is presented at the following meeting and ballots are distributed for a scheduled vote. The ballots are collected for a minimum of a forty-eight hour period. A quorum of two-thirds of the Total Number of Possible Votes must cast ballots for the vote to be official. A vote equaling or exceeding two-thirds of the number of votes cast is required for the change to be placed into the constitution. The Constitution may be overridden by an instantaneous vote under the steering committee. There must be a quorum of eighty-five percent of the Total Number of Possible Votes for the vote to be official. A vote equaling or exceeding ninety percent of the number of votes cast is required for the override to take effect.

Section 5.C Constitution maintainers

5.C.1 Maintainer Qualifications

Maintainers must be Active or Alumni in good standing.

5.C.2 Maintainer Expectations

Maintainers are expected to:

- Review changes to the Constitution for grammar, spelling, and internal consistency
- Keep a public record of changes to the Constitution
- Participate in discussion of proposals
- Facilitate the creation of new changes to the Constitution by other members
- Be knowledgeable about the Constitution

Failure to meet any of these roles is grounds for revocation of Maintainer status by the Executive Board.

5.C.3 Maintainer Selection

Any member may nominate a qualified member for Maintainer status to the *Executive Board* for consideration. The *Executive Board* may choose to approve or reject the nomination by Simple Majority vote.

Section 5.D Impeachment

An officer may be removed from their position due to negligence of duty, inefficiency within office, and or any other action which is considered detrimental to the name or purpose of the organization. An officer may be removed from office with a scheduled vote and two-thirds of the votes from active members.

Article VI Financial Structure

Section 6.A Holdings

Fiscal value will be stored in a uno federal credit union account, the director/chair of the

6.A.1 Donations

Any/all donations recieved will be spent transparently and in the best interest of the community.