

University Of New Orleans
Open Works Collective Constitution
—Omnia Circumstans—

March 27, 2022



THE UNIVERSITY *of*
NEW ORLEANS

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

Section 1.D Ideals

Some foundational ideals of the Open Works Collective are:

1. Openness as derived from the open movement - for the goal of reducing friction in the sharing of information
2. Inclusivity for all

Section 1.E Approach

This section outlines the ways in which the owc aims to spend much of its time.

1. Authentic Discourse as a means for generating change, inward and outward facing.
2. - organizing dialogues in open settings [i.e. amphitheater, university center, city park...]
3. - While official university membership is required for organization membership, authenticity/kindness is the only requisite for community involvement

Article II Involvement

All members are encouraged to approach every interaction from a place of mutual respect.

- There are four major types of membership available to Open Works Collective. Each carries unique requisites, roles, and affordances.
- Active membership stacks on general membership, and committee membership stacks on active membership. Advisory membership stacks on general and is active by default.

Requisites: Actions or processes [hoops to jump through] an applicant needs to apply

Roles: The roles and duties of Open Works Collective members

Affordances: The benefits offered to Open Works Collective members

Section 2.A General Membership

General members are encouraged to engage in meetings, projects, and with resources.

- **Requisites:** General Membership is open to all people officially associated with the University of New Orleans.
- **Roles:** The role of general membership is to act as ambassadors of the Open Works Collective.
- **Affordances:** General members have the capacity to participate in other forms of membership.

Section 2.B Active Membership

Active members are encouraged to support community participation.

- **Requisites:** Active Membership is attributed to all General members who have attended two of the last five meetings held.
- **Roles:** The role of active members is to participate in meetings and projects.
- **Affordances:** Active members have the opportunity to become committee members.

Section 2.C Committee Membership

Committee members are encouraged to be mentors to the community.

- **Requisites:** Committee Membership is open to all Active members.
- **Roles:** The role of committee members is to participate in their respective committee(s) meetings.
- **Affordances:** Committee members may participate in more than one Open Works Collective Committee.

Section 2.D Advisory Membership

Advisory members are encouraged to help forge connections through networking.

- **Requisites:** Advisory Membership is open to anyone qualified to be an advisor to a student organization at the University of New Orleans.
- **Roles:** The Open Works Collective must have at least one advisory member at all times.
- **Affordances:** Advisory members don't need to maintain attendance to be active members; they are afforded active membership by default.

Section 2.E Exiting Membership

Resignation can occur in two ways, direct or indirect

2.E.1 Resignation

- **Direct resignations** can be communicated to the root committee.
- **Indirect resignations** occur when members are no longer qualified for membership.

Article III Committees

Committees are the essential unit of governance for the Open Works Collective. Their purpose is to provide leadership and direction for the Open Works Collective, to oversee the day-to-day operations of the Collective, and to organize and support programs and projects for the Collective.

- Committees are sets of people working to fulfill a role.
- All committee meetings are to be held transparently.
- Roles can be determined dynamically.

Section 3.A The Root Committee

The Root Committee is a nucleus for open work at the University of New Orleans.

- The role of the root committee is to instigate the self organization of the Open Works Collective and that of the communities of communities in the open work ecosystem, particularly as the University of New Orleans interfaces with them.
- Any large expenditures or large effect decisions must be brought before the entire Collective via the Root Committee.
- Root committee members are determined by a scheduled vote (4.C.1) and reach two-thirds (4.D) of total number of votes cast of all presently voting OWC members.

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.

Ad-hoc committees are created on an as-needed basis and are generally very task oriented.

3.B.1 Creating an Ad-Hoc Committee

Any OWC member can request to create an ad-hoc committee. Below are the following requirements to create an ad-hoc committee.

- Sponsorship of at least one incumbent root committee member.
- A minimum of two initial active members.
- An initial reasoning for forming the ad-hoc committee.

After the completion of these requirements, the ad-hoc committee will be instated as an official OWC ad-hoc committee. Any active member can collaborate under the role of committee member. Once a year has passed since the creation of the ad-hoc committee, the ad-hoc committee must go through a renewal period to determine its necessity. The renewal is determined by a scheduled vote (4.C.1) and reach two-thirds (4.D) of total number of votes cast of all presently voting OWC members.

Section 3.C Standing Committees

A standing committee is a permanent panel accessible to any active OWC members. This committee can be opened or closed as deemed necessary by any member raising to motion for a scheduled vote (4.C.1).

- The standing committees are formed to fill unique and necessary roles.
- Any active member can become a committee member within the standing committee(s) of their choice.

3.C.1 Becoming a Standing Committee

To become a standing committee, an ad-hoc committee must request standing committee status (by appealing to the root committee) and a quorum must be reached in favor upon the vote following the request.

Requisites for the application process:

- An ad-hoc committee that is ready to become a standing committee.
- OWC must hold a scheduled vote (4.C.1) and reach two-thirds (4.D) of total number of votes cast of all presently voting OWC members.

Article IV Voting

This article defines voting procedures that are incorporated into Open Works Collective.

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 instantaneous 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 root committee.

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 root 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 and or via certifiable digital means, 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 root committee 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 root committee will state all possible ways to vote, then call out each possibility one at a time. A root member will count the number of members casting their instantaneous vote for that possibility. Instantaneous votes will be planned in advance and will be held during meetings. The current members of the Open Works Collective's root committee will decide 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 current root committee members of the Open Works Collective. In the event of a tie in a vote, the root committee may cast the tie-breaking vote.

Section 4.F Voting Matters

Matters which require a vote.

- Approval of application for root committee membership
- Transition of ad-hoc committee to standing committee status
- Any miscellaneous endeavor that can be voted on instantaneously

Article V Amending this Constitution

The main branch of the uno-open/owc-constitution repository hosted on github is to be regarded as the Open Works Collective's current constitution. Collaborative development on this document is done with the fork and pull model of collaborative development.

Workflow Outline:

1. Fork uno-open/owc-constitution
2. Commit changes to personal fork
3. Submit pull request to 'dev' branch
4. Merge to 'main' branch during constitutional maintenance period

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 root committee for discussion followed by an instantaneous vote. A quorum of fifty percent or more of the total number of possible votes of all presently voting OWC members 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 root committee for evaluation. The final proposal is presented at the following meeting and ballots are distributed for a scheduled vote and must reach a two-thirds of total number of votes cast of all presently voting OWC members.

Section 5.C Systematic Iteration

There is a designated constitutional maintenance period every semester for a duration of two weeks. During this period, all potential commits to the constitution hosted in the 'dev' branch of <https://github.com/UNO-Open/owc-constitution>, should be processed and merged to the main branch.

- Anyone is welcome to fork, commit changes, and make pull requests to our constitution; we welcome this collaboration.
- The 'dev' branch is where pull requests should be made between constitutional maintenance periods.

Article VI Financial Structure

Section 6.A Holdings

Fiscal value will be stored in a uno federal credit union account. The root committee will openly share all past and present financial statements, including account balance any organizational expenses.

Section 6.B Donations

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