

Constitution of HokiePRIDE of Virginia Tech

This constitution was ratified by the Commission on Student Affairs on Thursday, February 20, 2020. All previous versions are null and void.

I. Nomenclature and Purpose

I. Nomenclature

The name of this University Chartered Student Organization (UCSO) shall be HokiePRIDE of Virginia Tech, hereinafter referred to as “HokiePRIDE.”

II. Mission Statement

We, the diverse gender and sexuality and allied population of Virginia Tech, will work to create safe spaces for people of all sexualities, gender identities and expressions. To create this environment of equality, the organization will provide programming to raise awareness, build and grow a sense of community, and provide support and visibility on the Virginia Tech campus and in the New River Valley.

III. Diversity Statement

HokiePRIDE shall assist Virginia Tech with its goal of creating a welcoming environment for all by representing the needs and concerns of sexual and gender minorities through campus-wide awareness programs, advocacy, support, and educational resources. HokiePRIDE shall not discriminate on the basis of race, religion, national origin, sexual and romantic orientation, sex, gender identity and expression, disability, age, veteran status, or political affiliation.

HokiePRIDE shall make any and all reasonable accommodations for members of either the Engagement Committee or General Body with disabilities, and shall do its best to provide accessible programming to all members of the community, regardless of intersectional identity or disability.

IV. Collaboration Statement

HokiePRIDE shall educate the Virginia Tech and surrounding communities about LGBTQ culture by working collaboratively with other university departments and student organizations.

II. Membership

I. Eligibility

General Body Membership shall be open to all students, faculty, and staff of Virginia Tech as well as to all residents of the New River Valley. Membership shall be defined as attending one meeting or event held by HokiePRIDE.

II. Rights

Any member present at a HokiePRIDE General Body meeting has the right to vote on any HokiePRIDE topic or issue. For a vote to occur, there must be a consensus to vote on an issue or topic by the members present at the meeting. All members are welcome to attend as guests to Engagement Committee meetings, as well as to help in planning and leading General Body meetings.

III. Confidentiality Statement

In order to respect the privacy of general body and Engagement Committee members, any person representing or acting on behalf of HokiePRIDE will not disclose identifiable information of members on

any platform without having earned express permission in advance. This includes, but is not limited to, event attendee sign-in sheets and the HokiePRIDE listserv.

III. Governance

I. Engagement Committee

There shall be an annually-elected Engagement Committee, hereinafter referred to as “EC”. The EC must make an attempt to be representative of the community. Hereinafter, any member of the EC shall be referred to as an “officer.” EC meetings shall be held once weekly. The EC shall be collectively charged with the following duties:

1. To maintain accountability and responsibility in all HokiePRIDE matters;
2. To implement policies, activities, and programs under the direction of the membership;
3. To commit any resources (human, capital, or otherwise), towards implementing policy and programming outside of the designated duties of the organization by a majority vote of the EC, in which all members have one equal vote;
4. To aid other officers in their respective duties;
5. To complete any task delegated by the President or EC;
6. To consider every LGBTQ+ identity when creating programming, in accordance to Article I, Section III.

The EC shall contain the positions of a President, Vice President, Finance Chair, Programming Chair, Advertising Chair, Social Media Chair, Resource and Secretarial Chair, General Body Chair, Outreach Chair, and Web & Technology Chair. Other positions may be created on an as-needed basis by a majority vote of the EC, provided the aforementioned positions are filled and the General Body elects the individual to that position.

Individual positions, such as the Presidency and Vice Presidency, may be composed of a committee of no more than three (3) officers. All members of a committee must be elected by the General Body separately. When necessary, multiple positions may be held by one person, but no more than three (3) positions should be held by any one individual at a time if at all possible. The President, Vice President, and Finance Chair must be separate officers.

With the approval of the EC, all officers have the ability to create sub-committees comprised of officers, non-elected assistants, General Body members, or affiliated Registered Student Organization members for the purposes of coordinating large events or other collaborations between partnered organizations.

The EC may also include non-elected assistants, herein referred to as “interns”. Interns will have no precise position requirements or responsibility, and should act as assistants to elected officers. Interns may not speak on behalf of the organization, communicate with administrators on behalf of the organization, or operate organization social media accounts unless approved to do so by the EC. Interns are still bound by the terms of the Bylaws unless otherwise stated and may not vote in EC decisions if they’re not elected by the General Body.

II. Position Descriptions

In addition to listed duties, officers will also have tasks assigned to them. All officers are expected to and permitted to help fulfill any and all responsibilities of running the organization if it is deemed necessary by the EC. All officers are expected to carry out delegated correspondence within the organization and with outside groups, persons, and institutions as pertains to their positions. The primary responsibilities of each position are as follows:

President

1. Represent the organization and maintain contacts with the university administration, other campus organizations, and off-campus persons, organizations, and institutions;
2. Represent or delegate an officer to represent HokiePRIDE on university committees such as the LGBT Caucus, Ex Lapide Alumni Society, the Commission on Student Affairs, Order of the Gavel, etc.;
3. Meet regularly with the Advisor;
4. Work as an administrator on tasks that cannot be referred to a particular committee;
5. Delegate all information, tasks, and plans to the appropriate officers and oversee all duties of officers;
6. Chair or delegate a chair to EC meetings;
7. Generate a weekly agenda for EC meeting proceedings;
8. Cultivate leadership traits of officers in their charge and the organizational development of HokiePRIDE;
9. Oversee and help with the composition of the annual budget with the Vice President and Finance Chair; and,
10. Co-manage the GobblerConnect site with the Web & Technology Chair.

Vice President

1. Maintain contact with LGBTQ affiliated organizations on campus including but not limited to Queer & Trans People of Color (QTPOC), Out in STEM (OSTEM), True Colors, and the LGBT Caucus and report communication with the EC;
2. Cultivate leadership traits of officers in their charge and the organizational development of HokiePRIDE;
3. Act in the role of President in the event the current President cannot carry out their duties;
4. Onboard all new officers using provided materials;
5. Manage and delegate tasks to interns;
6. Work with the President and Finance Chair to compile the annual budget; and

Advisor

1. Be the Director of the LGBTQ+ Resource Center at Virginia Tech, who is a staff member of the Cultural & Community Centers;
2. Stay informed of the actions and decisions of the organization;
3. Support student learning and leadership by engaging officers to develop their leadership skills;
4. Attend events regularly throughout the year, when able;
5. Assist in organization leadership continuity between officer transitions;
6. Ensure financial obligations are being met when the Finance Chair is unable to; and
7. Serve as a liaison between university staff and HokiePRIDE when requested.

Finance Chair

1. Work with the President and Vice President to compile the annual budget;
2. Manage HokiePRIDE's proxy to the Student Budget Board;
3. Attend all Student Budget Board meetings or delegate this responsibility as needed;
4. Receive and disburse all money on behalf of the organization under the direction of the EC;
5. Bring any deviations from the budget exceeding \$50, or which would require review by the Student Budget Board, to the EC first;
6. Record the acceptance of all money in a permanent running account according to the policies of the uniform accounting system;
7. Regularly update the EC with transactions and the status of our accounts and budget;
8. Have all vouchers and other instruments for the payments of money drawn in the name of the organization and signed by the President, Finance Chair, and/or Advisor; and
9. Be responsible for the annual funding application process.

Resource & Secretarial Chair

1. Record minutes for all EC meeting and activities during General Body meetings;
2. Send out a weekly newsletter to General Body members;
3. Have an updated inventory of any items we own;
4. Be primarily responsible for maintaining the supply and ordering condoms and lube as necessary;
5. Record attendance of all officers at EC meetings;
6. Work with the Web & Technology Chair to help maintain the Google Drive; and
7. Keep, organize, and update photo and digital record of all HokiePRIDE events and programs.

Advertising and Fundraising Chair

1. Work to generate all advertisement and promotional materials for HokiePRIDE events and/or programming according to established programming standards and timelines;
2. Work to maintain consistent branding of HokiePRIDE and the organization's visual identity as represented in any printed or digital materials;
3. Coordinate fundraising events in collaboration with other organizations; and
4. Coordinate with other UCSOs and RSOs to facilitate advertising for other events happening on campus or in the New River Valley community.

Outreach Chair

1. Maintain contact and outreach with other, non-LGBTQ affiliated on-campus organizations and academic departments;
2. Facilitate conversations with organizations inside and outside the university who wish to coordinate with HokiePRIDE; and,
3. Actively seek out opportunities for co-sponsorship, financial or otherwise, of events with other Cultural and Community Center USCOs, RSOs, and other university affiliates and offices.

Programming Chair

1. Be primarily responsible for submitting relevant forms to the Event Planning Office and Production Services;
2. Be the primary point of contact for planning all events unrelated to General Body Meetings;
3. Make appropriate reservations in alignment with needs and established learning outcomes of all events;
4. Work intentionally with faculty advisor, President, and Finance Chair in purchasing/contracting efforts on behalf of HokiePRIDE; and

5. Plan a diverse set of programming, ranging from physical, mental, and sexual health concerns in the LGBTQ community, intersectional identities, community building events, etc.

Web & Technology Chair

1. Maintain and regularly update the organization's website;
2. Update permissions and rosters of officers on our Facebook Page, Facebook Group, EC listserv, General Body listserv, and Google Drive as needed when officers leave or are elected;
3. Keep records of the contact information for all officers and advisors;
4. Work with the Resource & Secretarial Chair to help organize the Google Drive; and
5. Co-manage the GobblerConnect site with the President.

Social Media Chair

1. Maintain and curate the organization's social media presence to be a safe and inclusive virtual environment for all HokiePRIDE members in accordance with Article III of this Constitution;
2. Send announcements over social media for all HokiePRIDE General Body Meetings and events, using content provided by the Advertising Chair; and
3. Coordinating responses to direct messages on all social media platforms.

General Body Chair

1. Manage and help create content and PowerPoint slides for all General Body Meetings in collaboration with other officers;
2. Facilitate General Body Meetings;
3. Make any relevant announcements at the beginning of every General Body Meeting, as well as announce the end of meetings; and
4. Collect feedback and recommendations from the General Body and deliver them to the EC.

III. Social Media

HokiePRIDE uses social media as a means to advertise for events, communicate with members, and spread news about LGBTQ communities around the world and in the area. Our social media groups are currently a way to connect many people from our membership with each other online.

We strive to foster an environment where constructive, critical, in-depth discussions and debates can take place. In order to create a more welcoming, civil, and safe environment, and in keeping with the Principles of Community, the Aspirations for Student Learning, and HokiePRIDE's Constitution, the EC will have the ability to censor, and/or remove comments and/or members from the organization's social media sites at its discretion.

Posts made by the EC board on HokiePRIDE accounts which comment on politics, student governance, university leadership or policy, or any other topic deemed potentially controversial by the EC should be reviewed by the entire EC and voted on before being created.

Grounds for removal of posts or members include disrespectful language and tactics such as: hateful speech, threatening comments, intentional attempts to derail, hijack, troll, or bait others into an emotional response, consistent or intentional behavior to make the community a less civil and enjoyable place to be, direct or indirect attacks, name-calling or insults, violent and hostile language or calls for violence and hostility, etc.

Any member of the social media group has the right to report behavior to the EC, however instances of a violation of the clause do not need to be reported in order for the EC to take action in removing content. The EC will then warn the person involved that their actions have been deemed to be in conflict with a safe, inclusive, and civil environment. If the behavior persists, the EC reserves the right to remove that member and/or the comments. Removals of content should be voted on by the EC and receive a majority vote.

IV. Elections

Annual elections for new officers will be held prior to the end of the Spring semester. New officers will attend the remaining EC meetings in the Spring semester in order to begin the transition into their role. The standing officers will assist in the transfer of information related to the position description in accordance with Article III, Section II. Although each position's term lasts only one year, there will be no set limit to the amount of terms an officer can hold.

V. EC Eligibility

Only active students at Virginia Tech with at least half-time status may apply for a position in the EC. To run for a position, a General Body member must inform the EC of their desire to run. If a student wishes to run for President or Vice President, they must have already served on the EC for one (1) year. This stipulation is subject to the discretion of the EC and Advisor, depending on the pool of candidates. Applicants must receive a simple majority of votes from the members present to be elected to the office.

VI. Position Vacancy & Resignation

At the discretion of the EC, should a vacancy occur between elections, interim elections may be held if it is deemed necessary by a majority vote of the EC. The General Body must be notified one (1) week prior to interim elections occurring. In the event that a crucial position to the organization is left vacant due to an unexpected emergency or departure, the EC may temporarily appoint an officer or officers to a position by a majority vote. The General Body must be notified within one (1) week after the appointment. A temporarily elected officer's term is valid until the end of the current semester, at which point interim elections must be held, where they will either need to be officially elected by the General Body or replaced with an elected officer.

If elections do occur, elections shall be done in accordance with Article III, Section IV. Any officer who wishes to resign from office shall give adequate warning to the EC of their resignation.

VII. Quorum

Quorum shall be defined as a simple majority of the EC.

VIII. Bylaws

There shall be written bylaws in addition to this Constitution. The sections of the bylaws may be added, repealed, or revised by a simple majority vote of the quorum at the next EC meeting. The Bylaws shall be adhered to at all times by all officers and interns, unless otherwise stated.

IV. Regulations

I. Policy Adherence

This organization will adhere to the policies and procedures governing organizational activities as established by university policies and University Student Budget Board.

II. Resource Use

Any organization may use HokiePRIDE's resources pending approval from the EC. These resources include our email listserv, physical resources, room reservation privileges, etc. If the use of HokiePRIDE's resources is abused, then the EC reserves the right to discontinue access to these resources. Funds given to HokiePRIDE by the Student Budget Board, or Generated Funds, cannot be spent by another organization on behalf of HokiePRIDE; HokiePRIDE must be listed as a co-sponsor of any event or item purchased for funds to be shared.

V. Amendments

I. Proposal

An amendment to the Constitution may be proposed in writing and given to a member of the EC by any member of the organization at any HokiePRIDE meeting.

II. Adoption

To be adopted, the amendment must receive a two-thirds majority vote of the officers present at the next EC meeting following the introduction of the amendment. The amendment must then be approved by the Commission on Student Affairs.

VI. Ratification

I. Requirements

This constitution shall be ratified by a two-thirds majority vote of the members present at the following General Body meeting. Upon ratification, all other constitutions shall be null and void.

This constitution was ratified by the General Body on Thursday, January 30, 2020.

This constitution was ratified by the Commission on Student Affairs on Thursday, February 20, 2020.