


Rensselaer Union  
Executive Board

Attendance  
10/13/2016  
Date

Chip Kirchner, President of the Union	
Shannon Gillespie McComb, Vice President of the Union	Shannon Gillespie McComb
Amanda Youmans, Graduate Rep	Amanda Youmans
Conrad Mossi, Class of 2017 Rep / MAP Chair	Conrad Mossi
Erica Lane, Class of 2018 Rep	Erica Lane
Matthew Rand, Class of 2019 Rep / Policies Chair	Matthew Rand
Ananya Murali, Class of 2020 Rep	Ananya Murali
Ines Roman, Club/ICA Rep	Ines Roman
Stephanie Kern-Allely, Club/ICA Rep <i>absent</i>	
Kay Sun, Club/ICA Rep	Kay Sun
Luke Kuprenas, Club/ICA Rep	Luke Kuprenas
Rasika Ekhalikar, Club/ICA Rep / BusOps Chair	Rasika Ekhalikar
Ciera Williams, Club/ICA Rep	
Chris Hoskins, Club/ICA Rep	Chris Hoskins
Donna Grace Moleta, Secretary / Member at Large	Donna Grace Moleta
Ida Etemadi, Member at Large	Ida Etemadi
John Fantell, Member at Large	John Fantell
Anissa Chioniere, Member at Large	Anissa Chioniere
Caitlin Kennedy, New Club Financial Advisor	Caitlin Kennedy
Majken Rasmussen, Club Financial Advisor	Majken Rasmussen
Dan Rogers, UC Rep	Dan Rogers
Jen Church, GC Rep	Jen Church
Thomas Alappat, Senate E-Board Liason	

Rensselaer Union  
*Executive Board*

Guests (Please Print)

Steven M. Allard

Elisabeth Ryan

Erin Berube

Bethany Hanson

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Rensselaer Union  
*Executive Board*

Agenda  
October 13<sup>th</sup>, 2016

1. Roll Call @ 8:00 PM
2. Welcome
3. Presentations
  - a. RPI Interplanetary Society (New Club) – 8:10PM
  - b. Sole Survivors (New Club) – 8:20PM
  - c. Linda McCloskey Retirement – 8:40PM
4. Reports:
  - a. Director's Report
  - b. Senate Report
  - c. President's Report
  - d. Member Reports

Contingencies FY17 Beginning Balance \$32,500  
Contingencies FY17 current balance \$29,253.65

Contingencies FY16 Beginning Balance \$32,500  
Contingencies FY16 this week \$26,138

*The Following is a suggested constitution for Rensselaer Union  
Recognized or Affiliated Clubs.*

*Articles, Clauses, or Sections that are underlined are mandatory for any  
and all Club constitutions. Additions may be made to these Articles  
Sections, or Clauses but the underlined Articles, Sections, or Clauses may  
not be altered.*

**CONSTITUTION OF THE RPI Interplanetary, VERSION 1**

**ARTICLE I. Name**

The name of this organization shall be RPI Interplanetary, hereafter referred to as the Club.

**ARTICLE II. Purpose and Lifetime**

**Section 1. Purpose**

- a. RPI Interplanetary is to allow exposure into the space industry which allows for class decisions to be more fluid for many students. It promotes the decision making process in deciding what a student would like to do once they graduate. Research output by the club will also allow for better opportunity in attaining a job upon graduation, and increases the reputation of RPI in the eyes of employers due to research output.

**Section 2. Lifetime**

- a. The Club shall cease to be recognized or affiliated with the Rensselaer Union 12 months from the adoption of this constitution unless:
  - i. a new constitution is adopted by the Club and subsequently presented to and approved by the Rensselaer Union Executive Board or delegated authority;
  - ii. or this constitution is presented, with this section removed, as the permanent constitution of the Club to and approved by the Rensselaer Union Executive Board or appropriately delegated authority.

**ARTICLE III. Membership**

**Section 1. Equal opportunity and Hazing**

- a. It is the policy of the Club to provide, to the maximum extent feasible, equal opportunity to all qualified individuals without regard to race, ethnicity, color, religion, national origin, gender, sexual orientation, or disability for all aspects of the Club's activities.
- b. Hazing, reckless or intentional endangerment to health, or forced consumption of alcohol or other drugs for the purpose of initiation into or continuing membership of the Club is strictly prohibited.

**Section 2. Definition of Membership**

- a. To be eligible for Regular Membership, a person must be a registered student of Rensselaer Polytechnic Institute and have paid the Rensselaer Union Activity Fee for that semester or be the spouse or legal dependent of a qualified person under this paragraph.
- b. To be eligible for Associate Membership, a person must be a registered student of Rensselaer Polytechnic Institute that has not paid an activity fee, a member of the RPI alumni, faculty or staff, or a registered student at a Hudson-Mohawk Consortium School currently enrolled in courses at Rensselaer.
- c. To be eligible for Volunteer Membership, a person must not be eligible for any previously defined form of membership; volunteer membership is open to any person whose talents, skills, or knowledge will assist the organization in fulfilling its purpose.

### Section 3. Obtaining Membership

- a. To obtain Regular Membership a person must attend one meeting, pay any required dues and fees, and submit Membership Information to the Secretary.
- b. Other Membership may be subject to the approval of the Executive Committee (as defined in Article V, Section 1). Decisions regarding the approval of new members may be overturned by a majority vote of the Club.
- c. The Rensselaer Union Executive Board may verify the eligibility of any member through the Office of the Registrar or Bursar.

### Section 4. Continued Membership

- a. Membership shall be forfeited after the third General Meeting of a semester if the member has not renewed their membership by attending at least one meeting, paying any required dues and fees, and submitting any changes in Membership Information to the Secretary
  - i. For the purposes of this document the summer semesters shall not constitute a semester.
- b. Membership is automatically forfeited any time a member no longer meets the requirements for membership. If the person meets the requirements for another form of membership their membership shall be immediately transferred to the new class of membership.

### Section 5. Voting Rights

- a. Only Regular Members shall be eligible for voting rights. Each member with voting rights shall have one vote.
- b. A member has voting rights by being in good standing with the Club. A member is in good standing if they have attended two (2) of the previous (4) General Meetings. Voting rights may also be granted at the request of a Regular Member at the discretion of the Executive Committee.
- c. Voting rights are forfeited when a member:
  - i. is no longer a Regular Member,

- ii. requests the removal of voting rights by written communication to the Executive Committee, or
  - iii. is no longer in good standing.
- d. Voting rights are required to vote on any matter of business presented at a General Meeting or to vote in the Elections Meeting.

#### Section 6. Membership Information

- a. The Club shall obtain the following information on its members:
  - i. Preferred first and last name,
  - ii. Rensselaer Identification Number, if applicable,
  - iii. Rensselaer Computer System (RCS) ID, if applicable,
  - iv. E-mail address,
  - v. Record of payment of appropriate dues and fees, and
  - vi. Any additional information required by the Rensselaer Union Executive Board.
- b. Other information may be collected by the Club as directed by the Executive Committee. Members shall not be required to submit this information as a condition of membership.
- c. All information gathered by the Club of its members other than the names and level of membership shall be confidential and only released to the Rensselaer Union Executive Board and Rensselaer Union administration staff as required.

#### Section 7. Removal of Membership

- a. A member may be removed for failure to comply with this constitution or Club policy, violation of the Student Code of Conduct, or violation of the policies of the Rensselaer Union Executive Board.
- b. To remove a member at least 10% of the members with voting rights (no less than three) or the Executive Committee may call for a hearing to remove the member. Notice shall be given to the member at least one week prior to the hearing. A two-thirds vote of members in with voting rights is required to remove membership rights.
- c. Any regular member may appeal their removal by petitioning the Judicial Board of the Rensselaer Union and any other member may appeal their removal by petitioning the Executive Board. The removal remains in effect until reversed

### **Article IV. Officers**

#### Section 1. Officers

- a. The elected Officers of the Club, in order of rank, shall be the President, Vice-President, Treasurer, and Secretary.
  - i. The President shall be responsible for all activities of the Club and shall be the chief spokesperson for the Club. The President shall call and preside over all Executive Committee and General Meetings. The President shall coordinate all Club activities not delegated to another officer or committee and shall coordinate and direct the other officers in all Club matters. The President shall fulfill the duties of the Vice President in their absence.
  - ii. The Vice-President shall reserve all rooms and spaces for all Club activities not delegated to another officer or committee. The Vice President shall be responsible for the duties of all other officers in their absence and shall remain appraised of all committee work reporting the status of said committees to the Executive Committee as required.
  - iii. The Treasurer shall be responsible for all financial matters of the Club not delegated to another officer or committee. The Treasurer shall collect and disperse funds and report the status of all dues and fees payments to the Secretary.
  - iv. The Secretary shall maintain and submit the membership list and officer list as required to the Rensselaer Union Executive Board. The Secretary shall record and archive the minutes from all meetings as required by the Club and shall maintain any archives the Club may choose to have.
- b. The President may create and fill additional temporary officer positions expiring at the end of the current semester with the approval of the Executive Committee.

## Section 2. Eligibility for Office

- a. In order to be eligible for office a person must be a Regular Member of the Club.
- b. If a person may be unable to complete the term of office, they shall inform the club of their inability to complete the term of office before being eligible to hold office.
- c. A person may not hold more than one elected office concurrently.

## Section 3. Elections

- a. Elections must be held at least once per academic year.
- b. The Elections Meeting shall be announced no less than two weeks in advance to the Club Membership.
- c. Two-thirds of members with voting rights shall constitute quorum for the Elections Meeting. If quorum cannot be convened the Elections Meeting shall be postponed to a time set by the Executive Committee.

- d. The Elections Meeting shall be presided over by the Elections Chair. The Elections Chair shall be a member of the Club ineligible for office and selected by the Executive Committee. If no person exists or can be agreed upon then the Election Chair shall be a person who voluntarily forfeits their eligibility for office and is agreed upon by the Executive Committee. The Elections Chair shall set the rules for the Elections Meeting subject to the approval of the Executive Committee.
- e. Officers shall be elected in order of rank.
- f. A candidate must receive a majority of members present to be elected to office. All votes shall be by secret ballot.
- g. If any member suspects that the Election Meeting is not conducted fairly or is conducted with intent to deceive the membership the member should notify the Rensselaer Union Executive Board.

#### Section 4. Term of Office

- a. A term of office begins two weeks after the Elections Meeting and ends at the beginning of the next term of office.

#### Section 5. Removal from Office

- a. An officer may be removed from office for failure to perform duties satisfactorily, failure to comply with this constitution or Club policy, violation of the Student Code of Conduct, or violation of the policies of the Rensselaer Union Executive Board.
- b. A hearing to remove an officer shall be called at the request of at least 10% of the members (no less than three) with voting rights or by the Executive Committee. Notice of this hearing shall be announced to the membership at least one week before it is to be held. All reasonable effort must be made to schedule the meeting at a time when the officer who is the subject of the hearing may attend.
- c. Two-thirds of the members in with voting rights shall constitute a quorum for such a hearing.
- d. The highest ranking officer not the subject of the hearing shall preside over the meeting and cast no vote.
- e. A two-thirds vote of members in with voting rights is required to remove an officer from office. The officer shall remain a member of the Club.

#### Section 6. Succession

- a. Should an officer resign, be removed from office, or otherwise become incapable of continuing in office, the Executive Committee shall immediately notify the Club membership of the vacancy.



- b. Except in the case of the President, the Executive Committee shall appoint an interim officer to fulfill the duties of that office until an election can be held. The Vice President shall become the Acting President if the President's office is vacant.
- c. The President or Acting President shall call an Election Meeting for the purpose of electing a permanent replacement to fulfill the remainder of the term of office. During the Rensselaer Polytechnic Institute Fall and Spring Semesters this meeting shall take place no later than three weeks after the time of vacancy. If the vacancy occurs while Rensselaer is not in session or during the Rensselaer Summer Session then the President or Acting President shall call the meeting no later than three weeks after the next semester begins.
- d. Elections for a replacement shall follow all applicable procedures under Section 3 of this article.

## **Article V. Committees**

### **Section 1. Executive Committee**

- a. The Executive Committee consists of all elected officers of the Club as voting members and all temporary officers as non-voting members. It shall be chaired by the President who shall cast no vote except in the case of a tie.
- b. The Executive Committee shall conduct all business of the Club between General Meetings and be the governing body of the Club.
- c. Decisions of the Executive Committee may be overridden by a majority vote of the Club Membership when called for at a General Meeting.

### **Section 2. Temporary Committees**

- a. Additional temporary committees may be created by the Executive Committee to deal with specific matters.
- b. The Vice President shall chair all temporary committees unless otherwise specified by the Executive Committee.

## **Article VI. Meetings**

### **Section 1. General Meetings**

- a. General Meetings shall be called by the President and the Club shall have a minimum of two General Meetings in the Fall and Spring semester. The President shall call a General Meeting at the request of at least 10% of the members (no less than three) with voting rights or at the request of the Executive Committee.
- b. All General Meetings shall be open, unless voted closed to conduct business. Business may only be conducted if a quorum is present. Quorum to do business at a General Meeting shall be a majority of the members with voting rights.

- c. A majority vote is required to conduct business of the Club unless otherwise specified in this constitution. The President may only vote in the case of a tie.

## Section 2. Executive Committee Meetings

- a. Executive Committee Meetings shall be called by the President as the need arises to conduct the business of the Club and Executive Committee. The President shall call an Executive Committee Meeting at the request of two members with voting rights of the committee or two members without voting rights and one member with voting rights.
- b. Quorum to conduct business at an Executive Committee Meeting shall be a majority of its voting members.
- c. Executive Committee Meetings shall be open unless voted closed.

## Section 3. Other Meetings

- a. Meetings may be called by other committees to conduct their business. They shall be open unless voted closed.
- b. Quorum to conduct business of a committee shall be a majority of its members.

## Article VII. Finance

### Section 1. Budget

- a. The Treasurer shall be responsible for compiling and soliciting budgetary proposals from the Club membership.
- b. The Executive Committee shall review the budgetary proposals and direct the Treasurer to compile the annual budget. The Executive Committee shall approve the final budget.
- c. If the Club is a Union Funded Club the Treasurer shall be responsible for presenting the final budget to the Rensselaer Union Executive Board for approval.
- d. The Treasurer shall oversee and manage the implementation of the budget. The Treasurer and the President or the Vice President while acting as President or Treasurer shall have the authority to sign Club financial documents.

### Section 2. Financial Procedures

The Club shall follow all Rensselaer Union financial policies and procedures.

## Article VIII. Policies, Standing Rules, and By-Laws

### Section 1. Availability

- a. All policies, standing rules, and By-Laws shall be made available to any Activity-Fee paying student or interested member upon request and shall be published wherever this

Constitution is also published. This constitution must be published on CMS, the Club website, and on file with the Union.

- b. A copy of the By-Laws must be placed on file with the Rensselaer Union Administration Office within five business days following their approval.

## Section 2. Policies and Standing Rules

The Executive Committee may adopt Policies and Standing Rules for the Club that are non-governing but that constitute good operating practice.

## Section 3. By-Laws

The By-Laws of the Club shall be approved by a majority vote at General Meeting.

## **Article IX. Affiliations**

This Club shall have no affiliations or governing relationships with any organization except the Rensselaer Union unless approved by the Rensselaer Union Executive Board.

## **Article X. Ratification and Amendments**

### Section 1. Supremacy Clause

- a. If any part of this Constitution or the By-Laws violate or contradict the policies of Rensselaer, the Rensselaer Union, or applicable federal, state, or local laws then the contradicting parts of the Constitution or By-Laws are invalid.
- b. If any part of the By-Laws violate or contradict this Constitution then the contradicting parts of the By-Laws are invalid.

### Section 2. Ratification

- a. This Constitution shall be effective immediately upon the ratification by a two-thirds majority of the members with voting rights and subsequent approval of the Rensselaer Union Executive Board or the properly delegated authority.
- b. If it becomes necessary that any part of this constitution be changed, or that additions are to be made, a two-thirds majority vote of the members with voting rights and subsequent approval by the Rensselaer Union Executive Board or the properly delegated authority is required.

### Section 3. Abrogation

This Constitution, upon its adoption, shall abrogate any previous governing documents relating to the Club. This shall not be construed as to deny any office or position to anyone serving out a term elected under a previous constitution.

Rensselaer Union  
*Executive Board*

Policies Committee

**Sole Survivors Recommendation**

Club Contact: Erin Berube, berube@rpi.edu, 978-729-9815

Policies Committee Representative: Matthew Rand, randm@rpi.edu, 203-903-6909

**Club Purpose:** The purpose of the Sole Survivors club is to raise awareness for and offer support for sexual assault victims. Those who join the club will help fundraise and participate in two campus wide events that will inform others about sexual assault and sexual assault prevention.

**Membership:** Ali Zumpetta '17, Cori Winslow '17, Brittany Codella '17, Kensey Waterman '17, Erin Berube '18, Bethany Hanson '18, Catie Mann '18, Sara Harper '18, Dali Alarian '18, Hannah Bordogna '18, Jen Nestor '18, Steph May '18, Jess Dabney '18, Emily Dunn '19, Katya Kradinova '19, Maddie Steinmetz '19, Vera Titze '19, Jeanine Moreau '20, Meagan Lettko '20, Alexis Castrellon '20, Joey Lyons '20, Talia Williams '20, Grace Heine '20, Sarah El Ghandor '20, Maddie Roberts '20, Jaqui Richards '20, and Emily Kaplan '20

XX regular members (Class of 2017 - 4 members, Class of 2018 - 9 members, Class of 2019 - 4 members, Class of 2020 – 10 members)

Sole Survivors hopes to gain members from various groups on campus. In this way, the club will have support from a diverse set of people which will aid in growth and development of the club in future years.

**Club Operations:** Sole Survivors is meant to show support for those who have been sexually assaulted. Two campus wide events will be held in which footprints will be spray painted on the ground. These footprints will be colored teal for the color of sexual assault awareness and prevention. These events metaphorically demonstrate that “We Will Walk With You” and that the members and advocates of the club will support any victim in reaching out and receiving help.

**Risk Management:** There are no known potential risks associated with Sole Survivors.

**Future Budget:** The Sole Survivors will be seeking a budget for fiscal year '19. The budget will fund supplies for a campus wide event which include, but are not limited to, spray paint, poster boards, tent, table, chairs, pens, and bracelets.

**Summary:** Currently, there is no club on campus that reaches out to sexual assault victims. This club will invite any and all students, faculty, and members of RPI to participate in on campus demonstrations for the support for sexual assault victims. Sole Survivors would also like to involve both Greek Life and Athletic teams to raise awareness for sexual assault prevention.

Rensselaer Union  
*Executive Board*

**Policies Committee**

**Recommendation:** It is the recommendation of the Policies Committee that the Executive Board approve the Sole Survivors as a Union Recognized Club.

**Approved: 7-0-0 Oct-5-2019**

Present:

Matthew Rand (Chair), Erica Lane, Luke Kuprenas, Anissa Choiniere, Ananya Murali, Majken Rasmussen, Caitlin Kennedy, Stephanie Kern-Allely

Absent:

Chip Kirchner, Amy Corron (Non-Voting), Sarah Murgia, Ciera Williams, John Fantell, Dan Rogers

*The Following is a suggested constitution for Rensselaer Union Recognized or Affiliated Clubs.*

*Articles, Clauses, or Sections that are underlined are mandatory for any and all Club constitutions. Additions may be made to these Articles, Sections, or Clauses but the underlined Articles, Sections, or Clauses may not be altered.*

## CONSTITUTION OF THE SOLE SURVIVORS, VERSION 1

### ARTICLE I. Name

The name of this organization shall be Sole Survivors, hereafter referred to as the Club.

### ARTICLE II. Purpose and Lifetime

#### Section 1. Purpose

- a. The purpose of the Sole Survivors club is to raise awareness and demonstrate community support for sexual assault victims. Sole Survivors focuses on addressing sexual assault through public art events and attempting to make the topic less stigmatized. The Club will run fundraising events throughout the year to raise money and show support for victims.

### ARTICLE III. Membership

#### Section 1. Equal opportunity and Hazing

- a. It is the policy of the Club to provide, to the maximum extent feasible, equal opportunity to all qualified individuals without regard to race, ethnicity, color, religion, national origin, gender, sexual orientation, or disability for all aspects of the Club's activities.
- b. Hazing, reckless or intentional endangerment to health, or forced consumption of alcohol or other drugs for the purpose of initiation into or continuing membership of the Club is strictly prohibited.

#### Section 2. Definition of Membership

- a. To be eligible for Regular Membership, a person must be a registered student of Rensselaer Polytechnic Institute and have paid the Rensselaer Union Activity Fee for that semester or be the spouse or legal dependent of a qualified person under this paragraph.
- b. To be eligible for Associate Membership, a person must be a registered student of Rensselaer Polytechnic Institute that has not paid an activity fee, a member of the RPI alumni, faculty or staff, or a registered student at a Hudson-Mohawk Consortium School currently enrolled in courses at Rensselaer.
- c. To be eligible for Volunteer Membership, a person must not be eligible for any previously defined form of membership; volunteer membership is open to any person whose talents, skills, or knowledge will assist the organization in fulfilling its purpose.

#### Section 3. Obtaining Membership

- a. To obtain Regular Membership a person must attend one meeting, pay any required dues and fees, and submit Membership Information to the Secretary.
- b. Other Membership may be subject to the approval of the Executive Committee (as defined in Article V, Section 1). Decisions regarding the approval of new members may be overturned by a majority vote of the Club.
- c. The Rensselaer Union Executive Board may verify the eligibility of any member through the Office of the Registrar or Bursar.

#### Section 4. Continued Membership

- a. Membership shall be forfeited after the third General Meeting of a semester if the member has not renewed their membership by attending at least one meeting, paying any required dues and fees, and submitting any changes in Membership Information to the Secretary
  - i. For the purposes of this document the summer semesters shall not constitute a semester.
- b. Membership is automatically forfeited any time a member no longer meets the requirements for membership. If the person meets the requirements for another form of membership their membership shall be immediately transferred to the new class of membership.

#### Section 5. Voting Rights

- a. Only Regular Members shall be eligible for voting rights. Each member with voting rights shall have one vote.
- b. A member has voting rights by being in good standing with the Club. A member is in good standing if they have attended two (2) of the previous (4) General Meetings. Voting rights may also be granted at the request of a Regular Member at the discretion of the Executive Committee.
- c. Voting rights are forfeited when a member:
  - i. is no longer a Regular Member,
  - ii. requests the removal of voting rights by written communication to the Executive Committee, or
  - iii. is no longer in good standing.
- d. Voting rights are required to vote on any matter of business presented at a General Meeting or to vote in the Elections Meeting.

#### Section 6. Membership Information

- a. The Club shall obtain the following information on its members:
  - i. Preferred first and last name,
  - ii. Rensselaer Identification Number, if applicable,

- iii. Rensselaer Computer System (RCS) ID, if applicable,
  - iv. E-mail address,
  - v. Record of payment of appropriate dues and fees, and
  - vi. Any additional information required by the Rensselaer Union Executive Board.
- b. Other information may be collected by the Club as directed by the Executive Committee. Members shall not be required to submit this information as a condition of membership.
- c. All information gathered by the Club of its members other than the names and level of membership shall be confidential and only released to the Rensselaer Union Executive Board and Rensselaer Union administration staff as required.

#### Section 7. Removal of Membership

- a. A member may be removed for failure to comply with this constitution or Club policy, violation of the Student Code of Conduct, or violation of the policies of the Rensselaer Union Executive Board.
- b. To remove a member at least 10% of the members with voting rights (no less than three) or the Executive Committee may call for a hearing to remove the member. Notice shall be given to the member at least one week prior to the hearing. A two-thirds vote of members in with voting rights is required to remove membership rights.
- c. Any regular member may appeal their removal by petitioning the Judicial Board of the Rensselaer Union and any other member may appeal their removal by petitioning the Executive Board. The removal remains in effect until reversed.

#### Article IV. Officers

##### Section 1. Officers

- a. The elected Officers of the Club, in order of rank, shall be the President, Vice-President, Treasurer, and Secretary.
  - i. The President shall be responsible for all activities of the Club and shall be the chief spokesperson for the Club. The President shall call and preside over all Executive Committee and General Meetings. The President shall coordinate all Club activities not delegated to another officer or committee and shall coordinate and direct the other officers in all Club matters. The President shall fulfill the duties of the Vice President in their absence.
  - ii. The Vice-President shall reserve all rooms and spaces for all Club activities not delegated to another officer or committee. The Vice President shall be responsible for the duties of all other officers in their absence and shall remain apprised of all committee work reporting the status of said committees to the Executive Committee as required.
  - iii. The Treasurer shall be responsible for all financial matters of the Club not delegated to another officer or committee. The Treasurer shall collect and



disperse funds and report the status of all dues and fees payments to the Secretary.

- iv. The Secretary shall maintain and submit the membership list and officer list as required to the Rensselaer Union Executive Board. The Secretary shall record and archive the minutes from all meetings as required by the Club and shall maintain any archives the Club may choose to have.
  - v. The Social Outreach Chair is responsible for gathering community involvement for different club events. The Social Chair shall be involved in recruiting new members for the club as well as working to ensure the participation of the community in the club events.
- b. The President may create and fill additional temporary officer positions expiring at the end of the current semester with the approval of the Executive Committee.

## Section 2. Eligibility for Office

- a. In order to be eligible for office a person must be a Regular Member of the Club.
- b. If a person may be unable to complete the term of office, they shall inform the club of their inability to complete the term of office before being eligible to hold office.
- c. A person may not hold more than one elected office concurrently.

## Section 3. Elections

- a. Elections must be held at least once per academic year.
- b. The Elections Meeting shall be announced no less than two weeks in advance to the Club Membership.
- c. Two-thirds of members with voting rights shall constitute quorum for the Elections Meeting. If quorum cannot be convened the Elections Meeting shall be postponed to a time set by the Executive Committee.
- d. The Elections Meeting shall be presided over by the Elections Chair. The Elections Chair shall be a member of the Club ineligible for office and selected by the Executive Committee. If no person exists or can be agreed upon then the Election Chair shall be a person who voluntarily forfeits their eligibility for office and is agreed upon by the Executive Committee. The Elections Chair shall set the rules for the Elections Meeting subject to the approval of the Executive Committee.
- e. Officers shall be elected in order of rank.
- f. A candidate must receive a majority of members present to be elected to office. All votes shall be by secret ballot.
- g. If any member suspects that the Election Meeting is not conducted fairly or is conducted with intent to deceive the membership the member should notify the Rensselaer Union Executive Board.

## Section 4. Term of Office

- a. A term of office begins two weeks after the Elections Meeting and ends at the beginning of the next term of office.

#### Section 5. Removal from Office

- a. An officer may be removed from office for failure to perform duties satisfactorily, failure to comply with this constitution or Club policy, violation of the Student Code of Conduct, or violation of the policies of the Rensselaer Union Executive Board.
- b. A hearing to remove an officer shall be called at the request of at least 10% of the members (no less than three) with voting rights or by the Executive Committee. Notice of this hearing shall be announced to the membership at least one week before it is to be held. All reasonable effort must be made to schedule the meeting at a time when the officer who is the subject of the hearing may attend.
- c. Two-thirds of the members in with voting rights shall constitute a quorum for such a hearing.
- d. The highest ranking officer not the subject of the hearing shall preside over the meeting and cast no vote.
- e. A two-thirds vote of members in with voting rights is required to remove an officer from office. The officer shall remain a member of the Club.

#### Section 6. Succession

- a. Should an officer resign, be removed from office, or otherwise become incapable of continuing in office, the Executive Committee shall immediately notify the Club membership of the vacancy.
- b. Except in the case of the President, the Executive Committee shall appoint an interim officer to fulfill the duties of that office until an election can be held. The Vice President shall become the Acting President if the President's office is vacant.
- c. The President or Acting President shall call an Election Meeting for the purpose of electing a permanent replacement to fulfill the remainder of the term of office. During the Rensselaer Polytechnic Institute Fall and Spring Semesters this meeting shall take place no later than three weeks after the time of vacancy. If the vacancy occurs while Rensselaer is not in session or during the Rensselaer Summer Session then the President or Acting President shall call the meeting no later than three weeks after the next semester begins.
- d. Elections for a replacement shall follow all applicable procedures under Section 3 of this article.

### Article V. Committees

#### Section 1. Executive Committee

- a. The Executive Committee consists of all elected officers of the Club as voting members and all temporary officers as non-voting members. It shall be chaired by the President who shall cast no vote except in the case of a tie.
- b. The Executive Committee shall conduct all business of the Club between General Meetings and be the governing body of the Club.

- c. Decisions of the Executive Committee may be overridden by a majority vote of the Club Membership when called for at a General Meeting.

## Section 2. Temporary Committees

- a. Additional temporary committees may be created by the Executive Committee to deal with specific matters.
- b. The Vice President shall chair all temporary committees unless otherwise specified by the Executive Committee.

## Article VI. Meetings

### Section 1. General Meetings

- a. General Meetings shall be called by the President and the Club shall have a minimum of two General Meetings in the Fall and Spring semester. The President shall call a General Meeting at the request of at least 10% of the members (no less than three) with voting rights or at the request of the Executive Committee.
- b. All General Meetings shall be open, unless voted closed to conduct business. Business may only be conducted if a quorum is present. Quorum to do business at a General Meeting shall be a majority of the members with voting rights.
- c. A majority vote is required to conduct business of the Club unless otherwise specified in this constitution. The President may only vote in the case of a tie.

### Section 2. Executive Committee Meetings

- a. Executive Committee Meetings shall be called by the President as the need arises to conduct the business of the Club and Executive Committee. The President shall call an Executive Committee Meeting at the request of two members with voting rights of the committee or two members without voting rights and one member with voting rights.
- b. Quorum to conduct business at an Executive Committee Meeting shall be a majority of its voting members.
- c. Executive Committee Meetings shall be open unless voted closed.

### Section 3. Other Meetings

- a. Meetings may be called by other committees to conduct their business. They shall be open unless voted closed.
- b. Quorum to conduct business of a committee shall be a majority of its members.

## Article VII. Finance

### Section 1. Budget

- a. The Treasurer shall be responsible for compiling and soliciting budgetary proposals from the Club membership.

- b. The Executive Committee shall review the budgetary proposals and direct the Treasurer to compile the annual budget. The Executive Committee shall approve the final budget.
- c. If the Club is a Union Funded Club the Treasurer shall be responsible for presenting the final budget to the Rensselaer Union Executive Board for approval.
- d. The Treasurer shall oversee and manage the implementation of the budget. The Treasurer and the President or the Vice President while acting as President or Treasurer shall have the authority to sign Club financial documents.

## Section 2. Financial Procedures

The Club shall follow all Rensselaer Union financial policies and procedures.

## **Article VIII. Policies, Standing Rules, and By-Laws**

### Section 1. Availability

- a. All policies, standing rules, and By-Laws shall be made available to any Activity-Fee paying student or interested member upon request and shall be published wherever this Constitution is also published. This constitution must be published on CMS, the Club website, and on file with the Union.
- b. A copy of the By-Laws must be placed on file with the Rensselaer Union Administration Office within five business days following their approval.

### Section 2. Policies and Standing Rules

The Executive Committee may adopt Policies and Standing Rules for the Club that are non-governing but that constitute good operating practice.

### Section 3. By-Laws

The By-Laws of the Club shall be approved by a majority vote at General Meeting.

## **Article IX. Affiliations**

This Club shall have no affiliations or governing relationships with any organization except the Rensselaer Union unless approved by the Rensselaer Union Executive Board.

## **Article X. Ratification and Amendments**

### Section 1. Supremacy Clause

- a. If any part of this Constitution or the By-Laws violate or contradict the policies of Rensselaer, the Rensselaer Union, or applicable federal, state, or local laws then the contradicting parts of the Constitution or By-Laws are invalid.
- b. If any part of the By-Laws violate or contradict this Constitution then the contradicting parts of the By-Laws are invalid.

### Section 2. Ratification

- a. This Constitution shall be effective immediately upon the ratification by a two-thirds majority of the members with voting rights and subsequent approval of the Rensselaer Union Executive Board or the properly delegated authority.
- b. If it becomes necessary that any part of this constitution be changed, or that additions are to be made, a two-thirds majority vote of the members with voting rights and subsequent approval by the Rensselaer Union Executive Board or the properly delegated authority is required.

### Section 3. Abrogation

This Constitution, upon its adoption, shall abrogate any previous governing documents relating to the Club. This shall not be construed as to deny any office or position to anyone serving out a term elected under a previous constitution.

Rensselaer Union  
*Executive Board*

Policies Committee

**Sole Survivors Recommendation**

Club Contact: Erin Berube, [berube@rpi.edu](mailto:berube@rpi.edu), 978-729-9815

Policies Committee Representative: Matthew Rand, [randm@rpi.edu](mailto:randm@rpi.edu), 203-903-6909

**Club Purpose:** The purpose of the Sole Survivors club is to raise awareness for and offer support for sexual assault victims. Those who join the club will help fundraise and participate in two campus wide events that will inform others about sexual assault and sexual assault prevention.

**Membership:** Ali Zumpetta '17, Cori Winslow '17, Brittany Codella '17, Kensey Waterman '17, Erin Berube '18, Bethany Hanson '18, Catie Mann '18, Sara Harper '18, Dali Alarian '18, Hannah Bordogna '18, Jen Nestor '18, Steph May '18, Jess Dabney '18, Emily Dunn '19, Katya Kradinova '19, Maddie Steinmetz '19, Vera Titze '19, Jeanine Moreau '20, Meagan Lettko '20, Alexis Castrellon '20, Joey Lyons '20, Talia Williams '20, Grace Heine '20, Sarah El Ghandor '20, Maddie Roberts '20, Jaqui Richards '20, and Emily Kaplan '20

XX regular members (Class of 2017 - 4 members, Class of 2018 - 9 members, Class of 2019 - 4 members, Class of 2020 – 10 members)

Sole Survivors hopes to gain members from various groups on campus. In this way, the club will have support from a diverse set of people which will aid in growth and development of the club in future years.

**Club Operations:** Sole Survivors is meant to show support for those who have been sexually assaulted. Two campus wide events will be held in which footprints will be spray painted on the ground. These footprints will be colored teal for the color of sexual assault awareness and prevention. These events metaphorically demonstrate that “We Will Walk With You” and that the members and advocators of the club will support any victim in reaching out and receiving help.

**Risk Management:** There are no known potential risks associated with Sole Survivors.

**Future Budget:** The Sole Survivors will be seeking a budget for fiscal year '19. The budget will fund supplies for a campus wide event which include, but are not limited to, spray paint, poster boards, tent, table, chairs, pens, and bracelets.

**Summary:** Currently, there is no club on campus that reaches out to sexual assault victims. This club will invite any and all students, faculty, and members of RPI to participate in on campus demonstrations for the support for sexual assault victims. Sole Survivors would also like to involve both Greek Life and Athletic teams to raise awareness for sexual assault prevention.

Rensselaer Union  
*Executive Board*

Motion # 1

Date: 10.17.16

I move that the Rensselaer Union Executive Board approve the RPI  
Interplanetary Society for recognized status.

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So moved by:

Ani M Choiniere  
Signature

Anissa N. Choiniere  
Printed Name

Seconded by:

Matthew Rond  
Signature

Matthew Rond  
Printed Name

For    Against    Abstaining

18    0    0

Motion: Passes/Fails

Rensselaer Union  
Executive Board

Motion # 2

Date: 10/13/16

I move that the Rensselaer Union Executive Board approve Sole Survivors  
to be a Union Recognized Club.

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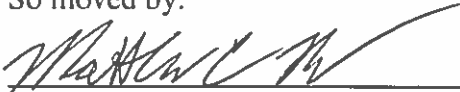
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So moved by:

  
Signature

Matthew C Bond  
Printed Name

Seconded by:

  
Signature

Anissa N. Choiniere  
Printed Name

For    Against    Abstaining  
18    0    0

Motion: Passes/Fails



Rensselaer Union  
*Executive Board*

Motion #3

October 13<sup>th</sup>, 2016

I move that the Rensselaer Union Executive Board, as a gift of genuine appreciation **For** Linda Teitelman McCloskey, founding Director of the Archer Center for Student Leadership Development and mentor and teacher to thousands of students and student leaders at Rensselaer, for her dedication to students and the Rensselaer Union and the lasting, positive impact she brought to Rensselaer for many years to come, collaborate with the Student Senate to appropriate the necessary funds for the purchase of, in its entirety, a portrait painting of Linda, which will be placed in the North Lobby of the Rensselaer Union along with this motion as a testament to her dedication and as a tribute to her in her happy retirement.

So moved by:

Shannon Gillespie McComb

Signature

Shannon Gillespie McComb

Printed Name

Seconded by:

Donna Grace Moleta

Signature

DONNA GRACE MOLETA

Printed Name

- Chip handed out a printed out whenisgood for EBoard SafeZone training
- Director's Report
  - o Martha sent out a financial email b.c clubs haven't been timely with their requests → EBoard reps need to ask clubs to plan ahead
  - o Chip is sending out an email telling clubs
    - club dues are due on the 15<sup>th</sup>
      - if clubs don't pay their dues on time, clubs can't spend money
    - clubs can't pick up funds after close of business
    - budgets due Nov 27<sup>th</sup> so set up a meeting to discuss budget making
  - o a club was major key inappropriate so it's suspended for the fall semester → mandatory bystander training before it can operate again in the spring
    - level of disrespect/offensiveness was off the charts
    - sets a good precedent for other clubs if they think about acting inappropriately
    - last case: 5-6 yrs ago; doesn't happen v often b.c admin acts quickly and fairly
    - @everyone: if you see something, say something b.c it's not appropriate for something that hurts other people and the community that students have built here to continue happening
    - nothing could have really been done to prevent it
  - o stop by and say hi to Nicole!

- RPI Interplanetary (new club)

motion: ... approve the RPI Interplanetary Society for recognised status.

18 – 0 – 0 passes

- Sole Survivors (new club)
  - o community support for sexual assault victims
  - o growing interest as meetings are held
  - o marketing mainly word of mouth (and spray-painted footprints)
  - o other kinds of events? fundraising – grateful Bennett project; work with Take Back the Night in the spring or Russell Sage College; presence at FanFest; mostly in April which is Sexual Assault Awareness Month
  - o SHAPE is a free 6wk program to help women defend themselves and be cognizant of what dangerous situations they could be in – these two should team up
  - o why do you want to be a club instead of just a support group? increases sustainability as a club
  - o how are you going to keep track of members? cabinet only counts members that actually attend meetings
  - o what do you talk about at meetings? first few meetings are planning event that they just ran; future meetings are planning more events and working on what can be better
  - o talk to UPAC to help plan events b.c they're very experienced in working with inexperienced clubs b.c you sound like you're mostly gonna be a programming club
  - o what is your procedure for helping sexual assault victims that actually come to your club seeking support? resource fliers; Nii in health center is probs gonna be faculty advisor b.c he's been helping them so far
  - o are you more awareness or support? support. they will help people get the resources they need but they won't be the actual resource

motion: ... approve Sole Survivors to be a Union Recognised Club.  
18 – 0 – 0 passes

- Linda Teitelman McCloskey
  - o she is super duper importante
    - Archer Center started here, then universities from all over America came to check it out and model their versions after it
    - all pu's and gm's meet with her to plan out campaigns
    - she is the co-founder of the archer center, but she basically did it all herself
  - o Linda did ask that if something like this happened, she wanted her stuff near rick b.c he's the one that hired her
  - o Rick's painting was \$3200 which will be coming out of

motion: ... , as a gift of genuine appreciation for Linda Teitelman McCloskey, founding Director of the Archer Center for Student Leadership  
18 – 0 – 0 passes

- Senate Report
  - o senate didn't have a meeting
- President's Report
  - o Luke, Majken, Ciera, Ida, Matt, and Rasika are repping RPI at ACUI
    - Erica and Anissa are back-up
  - o BoT meeting
    - meeting is at 9:30 tomorrow
    - Chip believes that committees have reached a tipping point: good things have been set up to happen and he feels like they're gonna start happening
    - Chip is collecting quotes from students about how RU has changed their lives so he can rattle them off at the end of his presentation
  - o meeting w. Dr. Ross this past Wednesday and it was slow
  - o SGS is cleaned up
- Member Reports
  - o UPAC has been working on UAD on Nov 19<sup>th</sup> from 9p-12a; themed Great Gatsby
  - o RSA Halloween thing on 10/28; we're doing facepainting and candy; dress up
  - o if you know anyone affected by sexual assault, pls encourage these people to reach out to Nii in health center → he wants to talk to them to better help those who survive sexual assault
  - o Shannon is EBoard member of the week