Constitution of Redbirds Resolving Conflict

Article I: Name

Section 1. The name of this registered student organization shall be “Redbirds Resolving Conflict”; it shall be abbreviated as “RRC” for the purpose of this document.

Section 2. The name of this registered student organization shall only be changed with the approval of the Coordinator of Student Conduct and Conflict Resolution.

Article II: Purposes

Section 1. To provide conflict resolution services including but not limited to mediation and restorative justice through a student driven organization and process that is in alignment with the Illinois State University Code of Student Conduct and the philosophy of the office of Student Conduct and Conflict Resolution.

Section 2. To provide conflict resolution services to the Illinois State University Community including students, faculty, and staff henceforth referred to as the “University Community”.

A. Provide a website and/or email address for current and updated information and referrals.

B. Provide programming for various specific Illinois State University and/or community functions.

C. Seek out and establish community partners to further support conflict resolution in the University community.

Section 3. To establish conflict resolution programs and services aimed at the Bloomington-Normal community that will henceforth referred to as the “extended University Community”.

D. Provide a website and/or email address for current and updated information and referrals.

E. Provide programming for various specific Illinois State University and/or community functions.
F. Seek out and establish community partners to further support conflict resolution in the Extended University Community.

Article III: Membership, Voting and Dues

Section 1. Membership is open to any currently enrolled student at Illinois State University; this membership will be henceforth known as the “General Membership”.

Section 2. All General Membership of RRC must apply and be able to maintain the position of Student Conflict Specialist in addition to remaining in “good disciplinary standing” per the Illinois State University Code of Student Conduct.

A. Any member who fails to meet these criteria will be placed on “inactive” status; inactive status within RRC restricts the member from participating in any function of RRC without the explicit permission of the majority of the Executive Committee in conjunction with the approval of the RRC Advisor.

B. Meetings of RRC will henceforth be known as “General Assembly” meetings.

Section 3. Quorum for the purpose of passing a motion is 30% of the active roster including at least three Executive Committee members; this quorum does not apply to amendments to this constitution.

Section 4. Voting on motions requires simple majority of those present at the time of the motion being voted on.

Section 5. A motion can be overridden by simple majority of the Executive Committee if also approved by the RRC Advisor.

Section 6. Elections of Executive Committee officers and other elected leadership positions will require simple majority of those present at the time of the vote; voting for such leadership positions will remain open for 24 hours and votes may be received during this time if sent from a member’s ILSTU e-mail address.

Section 7. No member shall be required to pay dues; however, private donations shall be accepted.

Article IV: Elected Executive Committee Officers and other elected leadership positions

Section 1. There shall be an elected Executive Committee which shall be the representatives of this registered student organization; upon the inaugural
year of RRC the Executive Committee will be appointed by the RRC Advisor and the Coordinator of Student Conduct and Conflict Resolution.

Section 2. Only currently “active” members of RRC who are in good academic and disciplinary standing with Illinois State University may hold an elected leadership position.

Section 3. The Executive Committee shall consist of a President, Vice President of Finances, Vice President of Records, Vice President of Development, and Vice President of Outreach.

A. The responsibilities of the President shall include, but not be limited to: announcing votes in any and all elections (voting procedures) or appointing another Executive Committee Officers if there is a conflict of interest, delegating responsibility, approving all correspondence, mentoring the next President in office, co-chairing Standards Board with Advisor, calling meeting to order and, calling special meetings of RRC.

B. The responsibilities of the Vice President of Records shall include, but not be limited to: regulating correspondence, recording and maintaining minutes of all Executive Committee meetings and general assembly meetings and providing copies of minutes upon request, and turning over accurate record of year to the Advisor at end of term.

C. The responsibilities of the Vice President of Finances shall include, but not be limited to: coordinating the responsibility for budget request proposals among all Executive Committee Officers, instructing fellow Executive Committee Officers on budget request proposal procedure, keeping records of all monies requested, received, spent, and remaining for RRC, keeping records of all monies reimbursed, attending meetings with the Advisor, presenting reports of these meeting to the Executive Committee.

D. The responsibilities of the Vice President of Outreach shall include, but not be limited to: creating and placing any and all advertisements, serving as a liaison to the media, writing and distributing press releases, coordinating all public relations and/or advertisements for RRC events and programs, Monitor content on website and all social media sites for RRC, and ensure all content on the social media sites are correct, and maintaining a positive image for RRC.

E. The responsibilities of the Vice President of Development shall include, but not be limited to: identifying and coordinating resources and partnerships to further develop the RRC missions as well as its membership.
F. All elected officers of the Executive Committee shall agree to adhere to the following guidelines:

i. Act as mentors to the next person to fill position that current Executive Committee role.

ii. Participate in all conflict resolution trainings that are provided by Student Conduct and Conflict Resolution.

iii. Maintaining a record of all duties performed in relation to their own position and turning a copy of said records for storage in the office as well as a copy to their respective successors.

iv. Attending regular meetings with the RRC Advisor as determined by the Advisor.

Article V: Election and Nomination Process

Section 1. The general assembly of Redbirds Resolving Conflict shall elect each officer of the Executive Committee separately.

Elected officers include but are not limited to all positions on the Executive Committee.

A. Any person wanting to be nominated or is nominated and accepts must notify the Advisor in writing prior to any motion to hear the candidates speeches.

B. Nominations of Executive Committee Officers will open and remain open for at least one week prior to the announced election date. No nominations will be accepted once the speeches begin on the day of Elections.

C. Voting will occur on announced election date with time at the beginning of that meeting for candidate speeches.

D. Voting shall be done by secret ballot after all speeches have ended. The current President or appointed Executive Committee Officer and Advisor shall count the ballots. In the case that only one active member is running for the position, then that candidate will win that election unless a member RRC or its Advisor objects.

   i. If a candidate is running unopposed and is objected to by a member of RRC or the Advisor, a secret ballot will be held
requiring simple majority of those present at the time of the vote; elections will remain open for 24 hours and votes may be receive during this time if sent from a member’s ILSTU e-mail address.

E. The current President will be eligible to vote only in the event of a tie, in which case, the vote will be cast immediately by secret ballot with the Advisor(s) as the only witness.

F. Candidates for a position must run as individuals.

Article VII: Advisor

Section 1. The Advisor/Fiscal Agent shall be a full time professional staff member from Student Conduct and Conflict Resolution to be appointed by the Coordinator of Student Conduct and Conflict Resolution.

Article VIII: Executive Committee Policies and Procedures

Section 1. The term of each Executive Committee Officer is one academic year comprised of one fall and one spring semester. When the term is up, the officer may run for any position eligible.

Section 2. Attendance Requirements

A. Prior notifications of an absence must be made to the President; and all absences must be confirmed by the President. In the case of an emergency, the absentee may contact any Executive Committee Officer or Advisor, and then follow up with the President at earliest convenience.

   i. In the case of the president being absent, the Advisor must be notified.

Section 3. Procedures for Impeachment

A. Any Executive Committee Officer who wishes to have an elected officer removed from that position must bring notification to an Executive Committee meeting with statements concerning reasons for removal and make a motion to impeach the officer.

B. Any general member of RRC who wishes to have an elected officer removed from that position must bring notification to an Executive Committee Officer or the Advisor.
C. If the motion is seconded, notification of impeachment deliberation shall be announced at the next general assembly meeting.

D. One meeting after the motion for impeachment of any elected officer is seconded, the Executive Committee shall vote on the impeachment. The Executive Committee Officer is impeached by a simple majority secret ballot present at the time of the vote; voting for such leadership positions will remain open for 24 hours and votes may be received during this time if sent from a member’s ILSTU e-mail address, excluding the officer being voted upon.

E. The Advisor can impeach any officer who fails to remain an “active” member of RRC.

Section 5. In the event of a vacancy, a midterm election may be held following established election guidelines. Neither Executive Committee Officer shall be considered to have completed that term.

Article IX: Membership Conduct

Section 1. Consequences

A. Any Executive Committee Officer or general member who breaks the Code of Student Conduct shall be reported to Student Conduct and Conflict Resolution.

B. Any Executive Committee Officer or general member who fails to represent RRC positively or act in opposition to RRCs mission may be brought before the Standards Board.

Section 2. Standards Board

A. The Standards Board shall be co-chaired by the President and the Advisor and be comprised of 4 additional persons who are members of the active RRC general membership.

   i. These 4 additional persons must be agreed upon by both the President and Advisor.

   ii. The Advisor shall not have any voting rights on the Standards Board.

B. The Standards Board may impose sanctions upon any member of RRC if found through a preponderance of information that the member failed to represent RRC positively or act in opposition to RRCs mission.
i. Decisions rendered by the Standards Board are final.

ii. Sanctions should be educational in nature and may not include fines.

iii. If the Standards Board chooses to remove a member from RRC, a vote will be held at the next general assembly; removal of the member requires simple majority of those present at the time of the vote. Such a vote will remain open for 24 hours and votes may be received during this time if sent from a member’s ILSTU e-mail address. Prior to the vote, the member being put up for removal may no more than 10 minutes in order make a statement as to why they should remain a member of RRC.

Article X: Meeting Times

Section 1. RRC meetings shall be held at least once a month, with the exception of Illinois State University holidays and breaks.

Section 2. The Executive Committee will meet at least every two weeks.

Section 3. The Advisor shall be notified prior to any general assembly, Executive Committee, or special meetings being held.

Article XII: Amendments

Section 1. Proposed amendments to the Constitution shall be submitted in writing by the Executive Committee and read by the Vice President of Records at any meeting consisting of a quorum.

Section 2. The Constitution may be amended by simple majority vote of the Executive Committee, will require simple majority of those present at the time of the vote, and approval from the RRC Advisor; voting will remain open for 24 hours and votes may be received during this time if sent from a member’s ILSTU e-mail address.

Article XIII: Ratification

Section 1. A simple majority vote of the Executive Committee in conjunction with approval from the RRC Advisor shall be necessary to ratify this Constitution.

Section 2. This Constitution shall be reviewed at least once every two (2) years and revised if necessary.

Revised 9/9/2015