

SOUTHERN UTAH UNIVERSITY WOMEN'S NETWORK CONSTITUTION

October 9, 2019

PREAMBLE: The Southern Utah University Women's Network, an affiliate of the Utah Women in Higher Education Network (UWHEN), exists as a mechanism of professional support for women across campus. This organization is established to aid members of Southern Utah University as they transition to our community; provide opportunities for professional support among all women on campus; celebrate success; perpetuate laudable campus traditions; and advocate for the University's female employees concerning issues relevant to their campus experience, professional development and satisfaction as a member of the SUU community. The Southern Utah University Women's Network is open to all full and part-time employees and students.

ARTICLE I - NAME

The name of this organization shall be the Southern Utah University Women's Network (SUUWN).

ARTICLE II - MISSION

The SUUWN will work to create an educational, professional, and political climate in which women's voices and values, *in all their diversity and richness*, are heard and included in efforts to shape the institutional and public agenda of higher education. The organization is designed specifically to support the professional development and leadership roles of female employees at Southern Utah University

ARTICLE III - GOALS

The **IDEAL** goals of the SUUWN are as follows:

- I**dentifying the leadership value in each of us
- D**eveloping women's leadership abilities
- E**ncouraging the use of those abilities
- A**dvancing women's careers
- L**inking women to other women, mentors and resources

ARTICLE IV – MEMBERSHIP

SECTION 1: *Membership.* Organizational membership is open to all employees and students at Southern Utah University.

SECTION 2: *Responsibilities.* Each member is encouraged to attend regular meetings and events of the organization.

SECTION 3: *Voting.* Each member shall be entitled to one vote on each matter submitted for a vote to the membership.

SECTION 4: *Quorum.* At least 25 members of the organization shall constitute a quorum. A simple majority vote by the quorum shall be required for the transaction of business at regular membership meetings.

ARTICLE V – NETWORK LEADERSHIP

SECTION 1: Leadership of the SUUWN shall be as follows:

- A. Past-President
- B. President
- C. President-Elect
- D. Historian
- E. Treasurer
- F. Four (4) Standing Committee Chairs
- G. Three (3) representatives

The Executive Officers consist of the Past-President, President, President-Elect, Historian, and Treasurer.

The Advisory Board of the SUUWN will be the Executive Officers, four (4) Standing Committee Chairs, and three (3) campus representatives.

SECTION 2: *Terms of Service.* No Executive shall serve for more than two consecutive years in the same position. Time served in filling a vacancy for an unexpired term shall not be counted as part of the period of limitation on the term of office. A member may be considered for re-election to an Executive post after an absence of one year. Committee chairs shall serve one (1) year with an option to renew for one additional year. Terms coincide with the University's fiscal year (begin July 1 and end June 30). Terms may be extended based on the availability of a suitable replacement.

SECTION 3: *Election of Executive Officers.* Each March, the SUUWN Executive Officers will solicit nominations, including self-nominations, for the positions of President-Elect, Historian, Treasurer, Education & Professional Development Chair, Constitution & Bylaws Chair, Social & Welcoming Chair, and Outreach Chair. After confirming

with nominees that they are able to run for office, the President will oversee election procedures. In case of a vacancy during the year, the President may appoint an executive officer with approval of the remaining Executive Officers.

SECTION 4: Election Procedures. Each March, the SUUWN Executive Officers will solicit nominations, including self-nominations, for the positions of President-Elect, Historian, Treasurer, Education & Professional Development Chair, Constitution & Bylaws Chair, Social & Welcoming Chair, and Outreach Chair. The voting ballots will be online, available to the entire membership, and active for one week. Election results will be released to the General Membership no later than May 10th of each year.

ARTICLE VI – STANDING AND AD HOC COMMITTEES

The four (4) standing committees include: Education and Professional Development, Constitution and Bylaws, Social and Welcoming, and Outreach. Ad hoc committees will be established as deemed necessary by the Executive Officers.

SECTION 1: *Standing Committees*. Chairpersons of all standing and ad hoc committees will be elected by vote and shall serve on the Executive Board for a period of two years. Chairpersons may then appoint members to serve on the committee.

SECTION 2: *Ad Hoc Committees*. Task-oriented committees may be established from time to time as the Executive Officers deem appropriate. Such committees shall be specifically charged and shall automatically be dissolved upon completion of their tasks.

ARTICLE VII--MEETINGS

SECTION 1: *Meetings*. There shall be at least two (2) regular meetings of the general membership each year.

- A. The President and President-Elect are responsible for planning and coordinating the regular meetings. These meetings may be held in conjunction with programs held and developed by the Education and Professional Development Committee.
- B. Quorum for the Advisory Board meetings will be four or the majority.
- C. The President may call additional meetings as needed.

ARTICLE VIII--AMENDMENTS

SECTION 1: *Members*. Members of SUU Women's Network shall have the right to make, alter, or repeal the Bylaws. Any fifteen (15) members may submit a statement to the President of the proposed change in the Bylaws and request proposed changes be included for approval by the members at the following regular meeting. Such

proposed change(s) shall become part of the Bylaws upon a 2/3 affirmative vote of the membership at a regular meeting, provided a quorum is present.

ARTICLE IX – FISCAL YEAR

SECTION 1: The fiscal year of the Advisory Board shall begin July 1 and end June 30.

AMENDMENT I- Finances and Budget

Section 1: All financial and budgetary decisions will be approved by the Executive Committee without exception. Decisions regarding finances and budgets will be made in accordance with the mission statement and goals of SUUWN.