



## **Alliance for Community Enrichment Constitution**

### **Article I: Name**

The name of this organization shall be known as the Alliance for Community Enrichment of the Undergraduate Student Association of the State University of New York at Geneseo (hereinafter referred to as "ACE").

### **Article II: Purpose and Mission Statement**

The purpose of ACE shall be to promote and encourage the growth of a diverse environment for all students in the Geneseo community. ACE will be a committee, which shall increase the presence of cultural and under-represented communities (including, but not limited to racial, ethnic, gender, sexuality and ability) on the Geneseo campus through the use of collaboration and programming.

### **Article III: Membership**

#### **Section I: ACE Chair**

- A. The position of ACE Chair will be held by the SA Director of Student Affairs.
- B. The SA Director of Student Affairs shall be elected in accordance with SA procedures (see SA Constitution, Article III, Section II).

#### **Section IV: ACE Vice Chair**

- A. The position of Vice Chair will be publicized by the ACE chair during April of each academic year.
- B. Three will be chosen as candidates by the ACE Chair.
- C. The position of ACE Vice Chair for the following year will be confirmed by majority vote by ACE voting members on the 2<sup>nd</sup> to last meeting of the current academic year.

#### **Section II: ACE Representatives**

- A. One (1) elected/appointed representative from each SA funded member organization of ACE shall be considered a voting member.
- B. One (1) elected/appointed representative from each non-SA funded member organization of ACE shall be considered a non-voting member.

#### **Section III: ACE Advisor**

- A. The voting members of ACE shall elect the ACE Advisor at the beginning of each academic year.

- B. The primary candidate for consideration shall be the Coordinator of Multicultural Programs and Services.
- C. If the Coordinator of Multicultural Programs is unable to serve or is not elected, then only an ACE representative may nominate a faculty or staff member for the position of ACE Advisor.
- D. The ACE Advisor is approved by a majority vote of ACE representatives and will serve as Advisor for the academic year.

#### **Section IV: Expansion of Membership**

- A. Any SA funded or non-SA funded cultural/under-represented organization is eligible to become a member of ACE through a two-week reading request.
- B. Non-SA funded organizations must be recognized by the college as an official organization if they are to be considered for membership.
- C. Any cultural/under-represented organization that is applying for membership, must be approved by a 2/3 vote of the current ACE representatives. Any cultural/under-represented organizations must be approved by ACE and must subsequently be approved by the SA Executive Committee in accordance with its own procedures (see SA Constitution, Article III, Section II, A-C).

### **Article IV – Duties**

#### **Section I: ACE Chair**

- A. To preside over ACE meetings.
- B. To prepare the agenda for each meeting.
- C. To conduct meetings in an orderly manner.
- D. Act as a liaison between ACE and the SA Executive Committee.

#### **Section IV: ACE Vice Chair**

- A. To fulfill the duties of the ACE Chair when the Chair is unable to do so and with the approval of the SA President.
- B. To act as the treasurer for ACE by keeping track of ACE finances and assisting ACE member organizations when they request and/or use ACE funding.
- C. To act as the secretary for ACE by maintaining ACE's website, recording and publishing minutes, and assisting in the publicizing of ACE events.

#### **Section II: ACE Representatives**

- A. To attend all ACE meetings.
- B. To vote on readings submitted to ACE (unless a non-voting member).
- C. To act as a liaison between ACE and their respective organization.
- D. To send a proxy if they cannot attend an ACE meeting.
- E. To be knowledgeable of all SA policy and to uphold these policies to the best of their ability.

- F. If the ACE representative of any organization fails to uphold any of the above listed duties, their respective organization will be notified formally via an organization's email.

### **Section III: ACE Advisor**

- A. To attend normal, regularly scheduled ACE meetings.
- B. To maintain communication with the ACE Chair and ACE Representatives.
- C. To provide guidance to members of ACE in their activities.

### **Article V: Impeachment**

- A. Grounds for impeachment may include but are not limited to:
  - i. Two Absences from ACE meetings where a proxy is not sent.
  - ii. Failure to perform duties of position defined by this Constitution and By-Laws of ACE.
  
- B. Impeachment Procedures for ACE Representatives
  - i. The ACE chair will directly address the ACE representative in question, and attempt in earnest to resolve the violation. All interactions must be appropriately documented by both parties. If the violations persist, the ACE chair will directly address the Executive Board of the ACE representative in question, and attempt in earnest to resolve the violation. All interactions must be appropriately documented by both parties.
  - ii. If the violations persist, the ACE chair will address the group of ACE representatives about the violations in question. Both the ACE chair and the ACE representative in question will address the group in an informal hearing. Impeachment will only be approved by at least two thirds vote of all ACE Representatives.
  
- C. Impeachment Procedures for the ACE Vice Chair
  - i. The ACE chair will directly address the Vice Chair, and attempt in earnest to resolve the violation. All interactions must be appropriately documented by both parties.
  - ii. If the violations persist, the ACE chair will address the group of ACE representatives about the violations in question. Both the ACE chair and the Vice Chair will address the group in an informal hearing. Impeachment will only be approved by at least two thirds vote of all ACE Representatives.
  
- D. ACE Chair

Impeachment of the ACE Chair will be done according to the SA Constitution (see Article VIII, Section III, A-B).

## **Article VI: Succession**

### **Section I: Absence of ACE Chair**

- A. In the event that the SA Director of Student Affairs is not elected or appointed by the time of the first ACE meeting, the SA Executive Committee will designate someone to act as Chair until the position is filled.
- B. The Student Association President shall consult with the representatives from the ACE organizations before appointing a temporary ACE chair.
- C. If the chair has legitimate grievances with the appointed person, they may, by a 2/3 majority vote, bring those grievances to the SA Executive Committee to request a new appointee.

## **Article VII – ACE Meetings**

### **Section I: ACE Meetings**

- A. The first ACE meeting will be no later than the second week of classes.
- B. There will be one meeting for every full week that the college is in session during the academic year.
- C. Meetings shall be open to the entire college community.
- D. Special meetings may be called by the ACE Chair or at the request of the majority of the voting members.
- E. The ACE Chair shall have the option to cancel meetings under extraordinary circumstances and will notify the ACE Representatives via email.
- F. Meetings will follow a form of parliamentary procedure decided by a majority vote of all ACE representatives.

### **Section II: Quorum**

- A. Quorum will be determined by the ACE Chair with a simple majority of the voting ACE Representatives.
- B. There must be quorum for business to take place.

### **Section III: Voting**

- A. Only ACE Representatives who are part of SA-funded organizations shall be allowed to vote.
- B. In the event of a tie, there will be a revote after further discussion. If there is a tie the second time, the Chair shall cast a vote to break the tie.
- C. Efforts should be made to reach a unanimous decision on readings. If unanimity cannot be reached, readings then must be approved by a majority rule of voting members present.

## **Article VIII: Amendments**

- A. Amendments to this Constitution must be proposed to the ACE Chair to be placed on the agenda.

- B. Amendments to the Constitution must be approved by a two-thirds (2/3) vote of the ACE representatives at two consecutive ACE meetings.
- C. Amendments to the ACE Constitution must be approved by the SA Executive Committee through a two-week reading submitted by the ACE Chair.

“We agree to follow all Student Association policies as outlined in their Constitution and Financial Policy. We agree to uphold in the conduct of our affairs all regulations of the college and the State University of New York. We agree to follow SUNY Board of Trustee Guidelines and the laws of the State of New York.”

Revised: April 20<sup>th</sup>, 2011

Approved: April 27<sup>th</sup>, 2011