

University of Wisconsin-Eau Claire Student Organization Constitution Requirements/Guidelines

Effective May 1, 2020

1. The inclusion of the following UW-Eau Claire land acknowledgement in its entirety (verbatim): "I/We acknowledge that the University of Wisconsin-Eau Claire occupies the sacred and ancestral lands of Indigenous Peoples. I/We honor the land of the Ojibwe and Dakota Nations."
2. State the official student organization name (no acronyms.)
3. State the specific student organization purpose(s.)
4. Include a statement that "control must rest with the student members of the organization and that the student organization will be student-led and student-run at all times."
5. Include a statement that "all leadership positions within the student organization must be held by students enrolled at UW-Eau Claire for at least half-time." (Half time is defined as a minimum of six (6) credits for undergraduates and a minimum of three (3) credits for graduate students.)
6. Include a statement that "the student organization will be responsible for the observance of the rules and regulations established by the University of Wisconsin-Eau Claire."
7. The inclusion of the following statement in its entirety (verbatim): *"Our organization will not use funds collected from member dues, fees, or fundraising efforts to purchase alcohol, nor may the purchase of alcoholic beverages for members or guests be undertaken or coordinated by any member in the name of or behalf of the organization. In addition, same funds may not be used to purchase promotional materials for unofficial events that can only be attended by those of legal drinking age."*
8. The inclusion of the following statement in its entirety (verbatim): *"As a recognized student organization of the University of Wisconsin-Eau Claire, we will be conscientious in creating spaces where different voices and viewpoints are respected and heard. Our student organization will be held to this standard to best represent the University image and all students within our community. Bias incidences, which are defined as "something a person does, says, or otherwise expressed that is motivated by bias related to a person's social identity," will be reported to university. To report or learn more about bias/hate incidents, go to www.uwec.ly/birt."*
9. Include a statement that "the student organization will hold all organization events in facilities and establishments that allow entry to persons of any age."
10. Include a statement that "the organization will maintain a minimum of **four** members."
11. Due to COVID-19 - a statement that one hundred percent (100%) of the organizations' membership, at any given time, must be currently enrolled as students at the University of Wisconsin-Eau Claire." (until further notice)
12. Include a statement that "ninety percent (90%) of the organization's membership, at any given time, must be currently enrolled as students at the University of Wisconsin-Eau Claire."
13. The inclusion of the following statements in their entirety (verbatim.) **Please include both paragraphs.** ([per UW System Regent Policy 30-6](#)):

"Consistent with all applicable federal and state laws and University policies, this organization and its subordinate bodies, officers and members shall extend membership and all membership privileges, including voting and eligibility to hold office, to all students without regard to age, ethnicity, gender (except as

otherwise permitted by Title IX of the Education Amendments of 1972), disability, color, national origin or ancestry, religion, sexual orientation or expression, veteran status, or parental or marital status."

Requirements continue on the next page...

(Per Regent Policy 30-6 - Student organizations that select their members or officers on the basis of commitment to a set of beliefs (e.g., religious or political beliefs) may limit membership, officer positions, or participation in the organization to students who affirm that they support the organization's goals and agree with its beliefs, so long as no student is excluded from membership, officer positions, or participation on the basis of his or her race, color, creed other than commitment to the beliefs of the organization, religion, national origin, disability, ancestry, age, sexual orientation, pregnancy, marital status or parental status, or, unless exempt under Title IX, sex.)

14. Include a statement that "our student organization will be organized on a not-for-profit basis, as demonstrated by evidence that the organization uses any income or profit for organizational purposes, not for any individual or commercial gain;^[2]"
15. Include a statement establishing quorum requirements for organization meetings.
(Quorum is defined as the minimum number of members of an organization that must be present to conduct official business.)
16. Include a statement outlining the percentage of votes that business must receive in order to pass.
 - a. An additional statement outlining the percentage of votes that a constitutional amendment must receive in order to pass (if different than above).
17. The student organization must outline procedures for conducting nomination and election procedures for executive board positions. **Please include both parts a and b.**
 - a. A statement that election procedures will be fair (reasonable and unbiased) and democratic (inclusive of all members and self-governed) in nature.
 - b. Time frame, specific dates, must be included in relation to elections and transition of officers.
18. Include recall and vacancy procedures for executive board members. Recall procedures for removing members is **highly** recommended but not required.
19. Include a statement that "all amendments will be submitted to the Student Organizations Commission of the University of Wisconsin-Eau Claire Student Senate for approval before taking effect."
20. Include information that outlines the responsibilities of the student organization advisor, who must be a "current" on-campus member of the University of Wisconsin-Eau Claire faculty or staff. Organizations are permitted to have multiple advisors, including off-campus advisors, but must always maintain a primary University of Wisconsin-Eau Claire faculty or staff advisor.
21. Include a statement that "the student organizations' annual renewal requests, new organization requests, funding requests, and name change requests will be submitted by a **current student member of the organization.**"
22. Include a statement that "the student organization will update their [Blugold Connect](#) portal information (current constitution form, officers, advisor(s), advisor consent, and membership roster), and complete the online Student Organization Leaders Training-Kaleidoscope, annually, **by October 15th.**"

ENFORCEMENT CLAUSE: [The Student Organizations Commission of the University of Wisconsin-Eau Claire Student Senate](#) reserves the right to review and assess both organizations and their constitutions. In addition, should an organization's national affiliate not reasonably comply with the UWEC requirements for constitutions, the Student Organizations Commission of Student Senate reserves the right to revoke a campus organization's recognition status.