

Constitution of the Collegiate Veterans Association
Alpha Chapter
University of Kansas

Article I: Name

“The name of this organization shall be the Collegiate Veterans Association at KU.”

Article II: Purpose and Goals

Section 1. The Collegiate Veterans Association (CVA) is a group of college-based military veterans and supporters dedicated to supporting military veterans and their families. Continuous goals include:

1. Develop and maintain a single website with links to all forms, documents, lists of organizations and contact information useful for veterans (including disabled veterans) and their families recently released from the military and those new to the college in which they are enrolled.
2. Generally promote communication and interaction among veterans in order to promote veterans helping veterans.
3. Sponsor mixers to promote the above and social events that include family, loved ones, and supporters of veterans.
4. Educate the college community about the special experiences, circumstances, strengths, and needs of the military veteran and their families.
5. Create and display various exhibits at college student functions to explain the above.
6. Speakers Bureau composed of veterans willing to speak to classes and at other college events.
7. Special services for the disabled veterans.
8. Promote political actions and connections with the VFW, AmVets, American Legion, etc.
9. Various veterans outreach activities to provide direct services to veteran’s families, including those deployed and the families who await their return.
10. Facilitate establishing mental and medical health services for hard-to-reach combat veterans and their families.
11. Sponsor veteran student sports teams.
12. Support group for loved ones in the military and veterans.
13. Facilitate the sending of care packages for deployed military troopers.

Section 2. The CVA abides by and supports the established University of Kansas policies, State, and Federal Laws.

Article III: Membership

1. Membership of the CVA shall be open to all registered students at University of Kansas registered for at least 6 credit hours. Graduate Students are exempted and must only meet their own minimal requirements for membership.
2. No hazing or discrimination will be used as a condition of membership in this organization.
3. No university student may be denied membership on the basis of race, creed, religion, gender, age, sexual orientation, national origin, marital status, parental status, disability, or the inability to pay dues.
4. Membership shall be revoked by 2/3 of the general members at the meeting if a member fails to meet the minimum membership requirements of being registered as a student through The University of Kansas. Active membership may be discontinued through the same procedure for membership revocation and appeal.
5. Members may appeal their revocation to Executive Staff by written letter describing intent and reason to stay in the organization and proof of being a registered student. This letter must be signed and approved by the faculty advisor and the Executive Staff will vote to keep this student in the organization. A 2/3 majority required.

Article IV: Officers

1. All currently registered students at University of Kansas are eligible to vote and hold office. If a student has been revoked membership he or she may not vote or run for office until proof of student status is provided, voted on by 2/3 majority of the Executive Board, and a letter is submitted and signed by the faculty advisor.
2. All officers shall comprise the Executive Board of the organization. The Executive Board will meet in addition to regularly scheduled meeting times. The Executive Board shall appoint committees that are needed to carry out organizational goals.

Executive Board positions:

- a. President
- b. Vice President
- c. Treasurer
- d. Secretary
- e. Recruitment
- f. Communications

Duties of Executive Board members:

- President:

- I. Preside over meetings.
 - II. Meet with the Executive Board two times a month.
 - Shall also choose the date/time for said meetings.
 - III. Meet with Vice President and Faculty Advisor once a week.
 - IV. Responsible for the overall success of the group as a whole.
 - V. Meets with all outside entities and organizations to represent CVA unless he/she otherwise directs.
- Vice President:
 - I. Execute the duties of the President in his/her absence.
 - II. Responsible with assigning committees and committee members.
 - III. Responsible for choosing the locations for Executive Board meetings.
 - IV. Execute the duties of the Treasurer in the event of his/her absence.
 - Treasurer:
 - I. Shall provide accurate account balance information at Executive Board meetings as well as monthly group meetings.
 - II. Is required to be present for all financial expenditures and must have the approval of the Executive Board in the event of any expenditure over the amount of \$100.00.
 - III. Should continuously check into future events or plans for the organization to participate in, including possible Recruitment opportunities.
 - IV. Shall fulfill all other tasks requested or assigned by the President of Vice President.
 - Secretary:
 - I. Shall maintain an accurate membership roster, to be presented at Executive Board Meetings as well as monthly organizational meetings.
 - II. Responsible for sending out routine meeting reminders via the organization listserv.
 - III. Shall double-check meeting dates and locations against major or local events (i.e. sporting events or holidays) that may conflict with CVA.
 - IV. Shall work with Recruitment and be prepared to serve in that capacity if the role cannot be performed by him/her.
 - V. Shall fulfill all other tasks requested or assigned by the President or Vice President.
 - Recruitment Chair:
 - I. Responsible for coordinating a recruiting campaign focusing on, but not limited to, campus Veterans.
 - II. Shall work with a goal of increasing the size of CVA by no less than 10% every semester.
 - III. Shall fulfill all other tasks requested or assigned by the President or Vice President.
 - Communications Chair:
 - I. Maintain an accurate and current status of the CVA website.
 - II. Shall also check similar or adjacent organization websites for relevant updates.
 - III. Shall fulfill all other tasks requested or assigned by the President or Vice President.

3. The faculty advisor shall be chosen based on prior and current work in the military realm. Priority will be given to those who have been in the military. This will be done by the Executive Board.

Duties of the Faculty Advisor

- Participate in all meetings as an *ex officio* (non-voting) member.
- Maintain communication and meet with Executive Staff regularly.
- Awareness of all official activities and functions.
- Ensure that the organization is operating in conformity with University of Kansas policy, and State and Federal Law.

4. Elections will be held in the Spring semester at the second to last scheduled meeting when school is in session, unless otherwise directed by the President. Students may be nominated or volunteer in running for a position. Votes will be taken in writing that same meeting and counted by the previous Executive Officer and faculty advisor from the prior term. Winners will be announced immediately and duties for those positions will be undertaken at the close of that same meeting.

5. Term for the offices shall be one full academic school year (fall and spring semesters).

6. Summer Meetings shall occur when possible in order to maintain contact with university officials as well as address any concerns of the group prior to the beginning of the school year.

7. Officers may be removed from their position by 2/3 majority vote of current members present at the meeting if and only if a motion is made and seconded by members of the group.

8. Officers may resign if they feel their position is unfit for their current job or school requirement and a letter must be submitted to the Executive Staff and signed by the faculty advisor.

9. Vacant officer positions will be filled by prior officers filling in the positions until a new person is found to fill the respective position. If this is not possible then two positions can be assigned for one person.

Article V: Finances

1. Finances will be handled by the Treasurer. Collection of monies for food or activities will be conducted prior to the activity and notice of financial obligations before an event will be made known through an e-mail or announcement at a prior meeting. If a student cannot pay for certain activities or events they will not be denied access If other arrangements can be made.

2. No organizational dues are currently assigned. Setting a suggested amount of financial reimbursement for t-shirts or other products provided by CVA is authorized.

3. If dues do become assigned to the organization no university student may be denied membership due to inability to pay. If a member is not able to pay dues, other arrangements will

be made if possible.

Article VI: Amendments and Ratifications

1. Amendments to this constitution must be submitted in writing at a regular meeting of the organization. Said amendments will be voted on at a subsequent meeting. In order to adopt the amendment a vote of $\frac{2}{3}$ of the general member present at the meeting.
2. Ratifications to this constitution shall become effective upon approval by a $\frac{3}{4}$ vote of the membership and after being submitted to the Student Activities Center.

Article VII: Publications

1. Publications about this organization must be approved by the Executive Board beforehand.