

## **Constitution of the Cornell University Dairy Science Club**

### **Article I. Name**

Let it be known that the official name of this organization shall be Cornell University Dairy Science Club (CUDS).

### **Article II. Purpose**

The purposes of this organization are:

- A. To give students the opportunity to share their experiences with students who have similar interests.
- B. To stimulate interest in the dairy industry of the public and member body.
- C. To expose members to other aspects and facets of the agricultural industry

### **Article III. Membership**

Membership is open to the Cornell community. Members are required to pay membership dues, attend scheduled meetings, and participate in club activities. Membership is on an annual basis.

- A. Memberships is on an academic annual basis
- B. No Cornell student shall be discouraged from participation in the club based upon their race, color, age or disability.
- C. Members shall pay \$25 membership fee each academic year in order to participate in activities sponsored by the club.
- D. Members shall attend at least four meetings per academic year in order to travel with the club.
- E. Members that partake in the trips shall participate in a minimum of 4 hours of in any outreach event besides monthly meetings and the Annual Sale.
- F. In extenuating circumstances, E-Board can approve absentees via a written request.
- G. In order for a member to be recognized in good standings, their dues must be paid and have attended a meeting.

### **Article IV. Officers**

Officers will consist of a President, Vice-President, Secretary, Treasurer, Fundraising Chairman, Public Relations Chairman, Sale Chairman and Co-Chairman, and Activities Chairman. This will serve as the club executive board. Once on the Elected Board, one cannot serve as multiple

elected officials. All officer positions are for the duration of one academic year, with election nominees taken at the second to last meeting of the school year and elections occurring at the final meeting of the school year. Officers will be elected by plurality vote. There will be no limit placed on the number of terms an individual may serve. Officers shall attend all meetings and follow through with roles and responsibilities of their so named position.

- A. **President:** The president shall organize and run monthly meetings, coordinate events and activities with the Executive Board. The President should embody the ideals of the club and strive to involve all members. They will act as the bridge between the club and the advisor. In addition, they shall maintain alumni contacts and oversee that a minimum of one event including alumni will be conducted.
- B. **Vice President:** It is the duty of the vice president to preside in the president's absence, to be responsible for all appointed committees and to be current on all club matters. The vice-president must maintain contact with all committee chairs and keep records of events held. They will assist the secretary with collecting member participation hours. Special projects may be given to the vice president by the Executive Board as the need arises.
- C. **Secretary:** It is the duty of the secretary to record the minutes of all meetings, conduct all necessary correspondence with all members, and maintain the chapter listserv. Additionally they will be responsible to create meeting agendas and maintain current attendance of members for all events.
- D. **Treasurer:** The treasurer shall track all incoming/outgoing funds, create a budget, work with the fundraising committee to ensure that budgets are being met and funding is available, and work with advisors and other E-Board members to keep club accounts on track. Additionally SAFC funding efforts will be headed by the treasurer with support from the fundraising chair. The deadline for dues will be set by the first meeting of the fall semester by the treasurer.

- E. **Fundraising Chair:** The role of the fundraising chair is to assess and set realistic goals for fundraising with the input of the advisor and other Executive Board members. They will develop and review fundraising strategies, create a timeline to achieve desired goals, objectives, and outcomes, and work with other campus and community organizations to maximize fundraising efforts. It is suggested that a minimum of 3 fundraising events are executed each semester.
- F. **Sale Chair:** As sale chair, it is your responsibility to establish a strong and successful sale. Working with the auctioneer and co-sale chair, the animals must be promoted, checked-in, cared for (washed, clipped, fed and watered), and sold. As sale chair, designate committees for food, chores clipping, milking, and any others that arise. It is important to maintain a strong mentorship with the co-sale chair in order to successfully pass on knowledge and experience.
- G. **Philanthropy and Public Relations Chair:** The chairperson of philanthropy and public relations must maintain and grow relationships with outside organizations. These organizations include but are not limited to:
- i. The Cornell community
  - ii. Citizens of Tompkins County, NY
  - iii. Dairy industry professionals

Education is an important part of the CUDS mission and therefore shall be emphasized in the nature of events carried out by this committee.

- H. **Activities Chair:** The activity chair is meant to facilitate social interaction in the group. They will hold short events at meetings and be responsible for listening to the desire of the membership with respect to activities. Some activities may include:
- i. Intramural sports
  - ii. Social events with other Cornell clubs
  - iii. Mini activities during general body meetings
  - iv. CUDS cookouts and holiday parties

## **Article V. Advisor**

An advisor will be chosen that has an interest in dairy science, an extent of relevant knowledge and experience, an ability to provide commitment to the organization and a willingness to serve. The advisor will be appointed by the president, with the consent of the majority of members of the Executive Board. There will be no limit placed on the number of terms an individual may serve. The advisor shall present an unbiased, yet educated opinion when necessary.

## **Article VI. Meetings**

A minimum of three (3) general meetings will be held each semester, with additional general meetings held as necessary. The Executive Board meetings will be held as needed to maintain organization and to carry out the wishes of the general membership. The President, or Vice-President in the President's absence, or by a majority agreement of the members of the Executive Board. Any member may request a meeting by contacting the President of the Executive Board. Meetings will be done in accordance to Roberts Rules of Order. Minutes must be sent out to the entire member body to be approved at the following general meeting.

## **Article VII. Quorum**

A simple majority of members is required to transact business, although the Executive Board or any of its members may transact business in accordance with their powers and responsibilities necessary to fulfill the decisions made at the general meeting.

## **Article VII. Referendum and Recall**

- A. A proposal shall be submitted to referendum by the concurrence of a majority of the members of the Executive Board or by a two-thirds (2/3) agreement of members in good standing. All proposals so submitted shall be voted on during a general meeting.
- B. An officer maybe recalled by a two thirds (2/3) vote of the general membership.

## **Article IX. Amendments**

Amendments maybe proposed by any member in good standing, and must be submitted in writing to the President or Secretary no later than twenty-four (24) hours before the general meeting at which the amendment will be voted on. Passage of any amendment requires a three-fourths (3/4) vote of members in attendance and in good standings.

## **Article X. Ratification**

Ratification of this constitution requires a three-fourths (3/4) vote of the current membership.

**This Constitution was adopted September 24<sup>th</sup>, 2002. The document was ratified April 16<sup>th</sup>, 2013.**