

Civic Engagement Society

CONSTITUTION

ARTICLE I: NAME, PURPOSE, AND MEMBERSHIP

§101: NAME The name of this organization shall be the *Civic Engagement Society*, hereinafter referred to as “CES.”

§102: PURPOSE The purpose of CES is to cultivate interest in public service careers, promote civic engagement, and provide students with opportunities to explore government, nonprofit, and policy-related fields. CES aims to foster leadership, advocacy, and community involvement through educational events, service projects, and professional development.

§103: MEMBERSHIP – ELIGIBILITY

Those eligible for membership are currently enrolled graduate students at The University of Akron (except 60+ program and post-secondary) and must be in good standing with the university, defined as:

1. At least a 2.3 GPA.
2. Being clear of academic probation or suspension.
3. Being clear of disciplinary probation or suspension.
4. Being clear of unsatisfied financial obligations to the university.

§104: MEMBERSHIP – DUTIES AND ROLES

Membership will consist of the following duties and roles:

1. Attend general meetings and participate in CES events.
2. Support and contribute to club initiatives, including civic education, advocacy campaigns, and service projects.
3. Uphold the constitution and policies of CES and The University of Akron.
4. Actively engage in recruitment and outreach efforts when requested.

§105: MEMBERSHIP – REVOCATION

Membership may be revoked under the following circumstances:

1. Failure to maintain eligibility requirements as stated in §103.

2. Failure to abide by CES's constitution, policies, or conduct expectations.
3. Failure to attend required meetings or participate in CES activities without valid excuse.

§106: COMPLIANCE This constitution shall be constructed in compliance with the University Policy on Equal Opportunity, the University Guide to Student Rights and Responsibilities, and the Student Bar Association Constitution and Bylaws.

ARTICLE II: CES OFFICERS

COMPOSITION

§201: ALL LEGISLATIVE POWERS herein granted shall be vested in an assembly of CES, hereinafter referred to as the "Officers."

§202: OFFICERS SHALL INCLUDE

The **President/Speaker** Oversees meetings, sets strategic direction, liaises with SBA and external partners, and leads recruitment efforts.

The **Vice President/Sergeant at Arms** Assumes presidential duties when necessary, coordinates event planning, and supports member engagement.

The **Treasurer/Parliamentarian** Manages club finances, prepares budgets, and oversees funding for events and initiatives.

The **Secretary/Whip** Maintains records, distributes meeting minutes, and assists with internal communications and recruitment.

The **Policy & Advocacy Chair/Clerk** Organizes civic education activities, advocacy campaigns, and policy simulations (e.g., mock city council, Model Congress). Assumes Speaker duties when necessary within policy simulations.

The **Outreach Chair** Builds relationships with local government, nonprofits, and alumni; coordinates guest speakers and service opportunities.

The **Marketing & Communications Chair** Promotes CES events, manages social media, and designs promotional materials.

The **Recruitment Director** Promotes CES through events and communications with prospective members.

§203: EXECUTIVE COMMITTEE

The Executive Committee shall consist of: President, Vice President, Treasurer, Secretary, & Policy & Advocacy Chair, §204: DUTIES OF EXECUTIVE COMMITTEE

1. Implement club initiatives and events.
2. Manage administrative, financial, and operational functions.
3. Provide leadership and guidance to general membership.

MEETINGS

§211: FREQUENCY Officers shall convene during the academic year whenever business arises. Any Officer may call a meeting with proper notice.

§212: QUORUM A majority of voting Officers shall constitute a quorum. All actions shall be taken by majority vote of those present and voting.

§213: VOTING RIGHTS Each Officer shall be entitled to one (1) vote. No Officer shall cast more than one vote under any circumstances.

ARTICLE III: : ELECTIONS

§301: TIMING General elections shall be held no later than the first Thursday in April.

§302: PROCEDURE Current members shall elect Officers in compliance with §202. Terms begin the first week of May and continue until successors are installed.

§303: Any active member who will be a full-time or part-time student in the following academic year is eligible to run for any office except for the office of Vice President and President.

§304: Any active member who served as an executive board member may run for the office of President and Vice President.

- a. In the event that an active executive board member is unable to meet the requirement in running for the office of Vice President or President the requirement for eligibility will fall to any serving officer first, then falling to seniority of incoming classes.

ARTICLE IV: VACANCIES AND REMOVAL

REMOVAL FROM OFFICE

§411: REMOVAL Officers may be removed for failure to perform duties or violation of university standards. The Board shall vote on removal.

§412: ATTENDANCE Three (3) or more unexcused absences may trigger removal proceedings, initiated by the President or any other Officer.

§413: HEARINGS Disciplinary hearings shall occur within five (5) to fourteen (14) days of notice and be conducted privately.

VACANCIES FROM OFFICE

§414: VACANCIES Vacant positions (excluding President) shall be filled by presidential nomination and majority board approval.

§415: PRESIDENTIAL VACANCY The Vice President shall assume the presidency. The Vice President's vacancy shall be filled per §414.

ARTICLE V – FINANCE

§501: DUES

\$20 in dues are required for membership.

§502: OTHER FUNDING

Funding may come from donations, fundraising events, and university-provided accounts (UAF/EAF/SAF).

§503: FINANCIAL MANAGEMENT

All finances will be managed in accordance with University of Akron rules and Department of Student Life procedures.

ARTICLE VI: AMENDMENTS

§601: PROPOSALS Any voting Officer may propose amendments. Notice must be given one week prior to consideration.

§602: RATIFICATION A unanimous vote of the Officers shall enact an amendment.

ARTICLE VII: JURISDICTION

§701: INTERPRETATION Final interpretation of this document and all governing instruments shall be made by majority vote of the Officers.

ARTICLE VIII: CAMPUS ADVISOR

§801: QUALIFICATIONS

1. Must be full-time faculty or contract professional at The University of Akron.
2. Must be willing to sign necessary university paperwork and advise the organization.

§802: SELECTION

1. Advisor selected by majority vote of the Executive Committee.
2. Approved by the Department of Student Life via RooConnect.

§803: TERM

Fall semester through Spring semester; renewed annually as needed.

§804: REMOVAL

1. Executive Committee notifies membership at a meeting of at least 2/3 active members.
2. Membership votes on confidence; 2/3 “No Confidence” results in removal.
3. Advisor notified in writing and removed from position.

§805: VACANCY

New Campus Advisor must be nominated within five (5) business days; no official business until approved.

ARTICLE IX – RULES OR ORGANIZATIONAL PROCEDURES

§901: ATTENDANCE POLICY

Members are expected to attend at least half of general meetings and participate in CES activities.

§902: MEETINGS

Meetings will be held once a month during the academic year; additional meetings may be called as needed.

§903: QUORUM

A quorum shall consist of 2/3 of the active membership.

§904: PROCEDURE

Robert’s Rules of Order shall govern all parliamentary procedures.

ARTICLE X – NONDISCRIMINATION CLAUSE

§1001: POLICY

It is the policy of this institution that there shall be no unlawful discrimination against any

individual in employment or in its programs or activities at the university of Akron because of race, color, religion, sex, sexual orientation, gender identity or expression, age, national or ethnic origin, disability, status as a parent during pregnancy and immediately after the birth of a child, status as a parent of a young child, status as a foster parent, military status, genetic information, or status as a veteran. The university of Akron prohibits sexual harassment of any form in all aspects of employment and in its programs and activities and prohibits discrimination on the basis of sexual and racial or ethnic orientation in employment and admissions. See UA Board Rule 3359-38-01 (A2).

ARTICLE XI – STUDENT LIFE CLAUSE

§1101: REGISTRATION

CES shall maintain a current registration form with a list of officers, their addresses, the Campus Advisor, and the most recent constitution with the Department of Student Life via RooConnect.