

CONSTITUTION OF
MINORITY BUSINESS SOCIETY

ARTICLE I. NAME OF ORGANIZATION

SECTION 1. NAME OF ORGANIZATION

The name of the organization is Minority Business Society (MBS).

SECTION 2. AFFILIATION

Minority Business Society is not affiliated with any organization within the state or nation.

ARTICLE II. PURPOSE STATEMENT

The Minority Business Society strives to educate and inspire students, both professionally and personally. Functioning as a liaison between the minority student body and corporate America, we present an array of speakers, forums, demonstrations, and events. Through these information sessions, we aim to educate our members on resume building, interviewing, internship, and employment opportunities.

We focus on early professional development to help students reach their career aspirations. Our goal is to prepare each one of our members to make a smooth and successful transition from college to the working world.

MBS further serves as a source for students to gain knowledge of scholarships, and college entrance requirements.

ARTICLE III. COMPLIANCE STATEMENT

Upon approval by the Center for Student Activities and Involvement, MINORITY BUSINESS SOCIETY shall be a registered student organization at the University of Florida. MINORITY BUSINESS SOCIETY shall comply with all local, state and federal laws, as well as all University of Florida regulations, policies, and procedures. Such compliance includes but is not limited to the University's regulations related to Non-Discrimination, Hazing, Commercial Activity, and Student Leader Eligibility.

ARTICLE IV. NON-DISCRIMINATION

In compliance with the University of Florida Non-Discrimination Policy (Regulation 6C1-1.006), MINORITY BUSINESS SOCIETY will not discriminate on the basis of race, creed, color, religion, age, disability, sex, sexual orientation, marital status, national origin, political opinions or affiliations, and veteran status as protected under the Vietnam Era Veterans' Readjustment Assistance Act.

ARTICLE V. MEMBERSHIP

Membership in this organization is open to enrolled students at the University of Florida. Non-students, spouses, faculty, and staff may be associate members; however, they may not vote or hold office. All members and associate members are free to leave and disassociate without fear of retribution, retaliation, or harassment.

ARTICLE VI. OFFICERS

SECTION 1. PRESIDENT

The President should have the executive power over the general and active management of the organization. In addition, the President has the right to appoint standing committees and schedule meetings. The President shall be fair in exercising his/her powers keeping harmony and justice in the organization. The President shall have the power to appoint the Member Delegates to fill any vacant position in office. Furthermore, the President shall preside over all scheduled meetings.

SECTION 2. VICE PRESIDENT

The Vice President should assist the President in carrying out duties and when necessary preside over the organization in the absence of the President. The Vice President shall serve as the delegate for the organization. If the President was to be impeached or suffered an injury that would cause the resignation of the position, the Vice President shall succeed as the President of the organization; after succession, he or she will appoint one of the Member Delegates as Vice President of the organization. The VP is responsible for recruiting all corporate sponsorships and corporate speakers from the day he or she is elected until the next election.

SECTION 3. EXECUTIVE SECRETARY

The Executive Secretary shall be responsible for taking the minutes during meetings, keeping appointment records, records of all members, and all other duties prescribed by the President or Vice President. The Executive Secretary is responsible for producing all letters and documents for the organization. In addition, the Executive Secretary is responsible for making contacts with other organizations or corporations when necessary. Furthermore, the Executive Secretary is responsible for the voting process, counting and reporting the votes cast.

SECTION 4. TREASURER

The Treasurer is responsible for all financial processes of the organization, including the collection and disbursement of funds. The Treasurer shall keep all financial records on file. Financial records may only be shared by the Board of Directors.

SECTION 5. EXECUTIVE PUBLIC RELATIONS

The Executive Public Relations should work closely with the Vice President to schedule activities in the Fall for the Spring semester. He or she would learn the process and responsibility of scheduling meetings, speakers, and information sessions for upcoming semesters. Responsibilities include keeping contact with MBS corporate sponsors and speakers through mailings and emails. Most importantly, the Executive Public Relations should seek interest in MBS corporate sponsorships through networking and contacts. The Executive Public Relations shall also be responsible for all process dealt with the Internet and the assistance of the Executive Secretary. They are responsible for the posting of the minutes on the MBS Web site and making necessary changes or creation on the web site.

SECTION 6. HISTORIAN

The Historian is responsible for the photography, video documentation, and documentation of all events and activities. Furthermore, the Historian is responsible for keeping records of all activities and events of the year. The Historian should supply the Communications Secretary with photographs and reports, and assist the Communications Secretary with the development of the MBS web site.

SECTION 7. MEMBER LIAISON

The Member Liaison should work closely with Executive Public Relations to promote and recruit members for MBS. He or she will incorporate new ideas for recruiting members and plan events and activities to do so. The Recruitment Chair is also responsible for scheduling new tabling events, and recruitment opportunities. They will also create a mentor/mentee system for freshmen members to easily seek advice from upperclassmen mentor. He or she will facilitate and maintain mentor/mentee system and activities, while address members concerns. The Member Liaison will survey MBS members for needed improvements and new ideas for the organization.

SECTION 8. COMMUNITY SERVICE CHAIR

The Community Service Chair should organize and promote at least three community service events for MBS members per semester. He or she will send out emails, and post flyers to increase participation at each event.

SECTION 9. SOCIAL CHAIR

The Social Chair should organize and promote at least three Social events per semester. He or she will send out email, and post flyers to increase participation at each event. They are also responsible for fundraising.

SECTION 14. TERM OF SERVICE

The term of service for all officers one year. The term would begin at the beginning of Fall Semester and would end at the beginning of the Fall Semester of the following year. During election time, the officers could run for re-election. The officers could be re-elected as many times as the members wish.

ARTICLE VII. ELECTIONS

SECTION 1. ELECTIONS

Elections would be held at the end of the Spring Semester in **March**, for all MBS Officers. All members are allowed to run for office or Member Delegates regardless of their race, creed, color, sex, age, national origin, sexuality, or disability. Elected offices would be won by a plural. Member Delegate elections would be held at the beginning of the Fall Semester, in order to allow new members to run for delegates. Member Delegate positions would be won by a plural.

SECTION 2. NOMINATION/BALLOTING

All active MBS members have the privilege of nominating themselves or another active and willing MBS member for an executive position. After all candidates have been nominated, through a simple and private ballot process the members of MBS will submit the names of the top candidates to advance to our general election, where the executive officers will be selected by a majority vote.

SECTION 3. VOTING

All members are allowed to vote. The voting process will last up to one day. Votes should be cast at the election and the new Executive Board will be announced as soon as every vote is counted. The dates and locations for campaigns and voting will be posted on the Internet and announced at official meetings. All members are allowed one vote.

SECTION 4. REMOVAL OF OFFICERS

Officers could be impeached for the breaking of the Constitution or the University of Florida's code of student conduct. Officers may only be removed by the Board of Directors, whenever the situation is in the best interest of the organization. The removal of an officer is made by a vote of the majority (2/3) cast by the Board of Directors. Also refer to Article 3, Section 3, dealing with Board of Directors meetings.

SECTION 5. VACANCY

In the case of a vacancy in office, the President shall have the power to appoint the Member Delegates to fill the vacant position.

ARTICLE VIII. FACULTY ADVISOR

SECTION 1. SELECTION OF FACULTY ADVISOR

The Board of Directors shall appoint the Faculty Advisor based on a criterion of community and business involvement and confirmed by a majority vote of the members.

SECTION 2. ROLE OF FACULTY ADVISOR

The Faculty Advisor shall guide the Board of Directors and the organization in decision-making and oversee all activities sponsored by the organization. The faculty advisor should attend executive and general meetings; however, the faculty advisor may not vote in any MBS matters.

SECTION 3. REPLACEMENT PROCESS OF FACULTY ADVISOR

In the event that the Faculty advisor need be replaced the Board of Directors will seek, interview and appoint a new advisor based on the selection criteria.

ARTICLE IX. FINANCE

SECTION 1. FUND-RAISING

Fund-raising is done through Corporate Sponsorship and is the responsibility of the Vice President and Social Chair. All funds raised will go towards MBS information sessions, seminars, and demonstrations to improve the skills of our member, and benefit them in their internship or job search.

SECTION 2. FINANCE INFORMATION

The MBS Treasurer and President shall keep all finance information, budget, and records. Finance information would be kept as confidential with the Board of Directors. The Treasurer is designated in the chore of receiving and disbursing funds.

SECTION 3. ANNUAL BUDGET

The annual budget would be calculated and discussed only with MBS Board or Directors. Budget would be calculated according to the financial need of the organization to fund the year's activities.

SECTION 4. DUES/FEES

MBS is SG funded and will NOT collect any dues or fees from its members.

ARTICLE X. DISSOLUTION OF ORGANIZATION

In the event this organization dissolves, all monies left in the treasury, after outstanding debts and claims have been paid, shall be donated to The March of Dimes Foundation.

ARTICLE XI. MEETINGS

SECTION 1. BI-WEEKLY MEETINGS

Meetings would be held bi-weekly, on Tuesdays at 7pm Meetings are announced through the Internet, e-mail, and flyers. In addition, members would be reminded of monthly meetings two weeks in advanced through the Internet, e-mail, and flyers. Meeting minutes will be posted on the MBS web site.

SECTION 2. SPECIAL MEETINGS

At times, the President might request special meetings often due to scheduled events or activities. The announcement for these special meeting would be made through the Internet, e-mail, and flyers.

SECTION 3. BOARD OF DIRECTORS MEETING

The Board of Directors, which consists of the MBS Officers and Member Delegates, shall meet twice a month for the discussion of future events and monthly meetings. The President shall appoint board of Directors meetings. All officers are required to attend these meetings. Officers are allowed for the absence of no more than three of these meetings and the Member Delegates are allowed no more than five. Frequent absence from these meetings may cause the impeachment of the Board of Directors.

SECTION 4. LOCATION

The location for meetings would be announced two weeks in advanced through the Internet, e-mail, and flyers.

SECTION 5. ATTENDANCE

Members are required to attend six meetings a year. It is important that members know what projects on which the organization is working.

ARTICLE XII. MEMBER DELEGATES

SECTION 1. MEMBER DELEGATES

Member Delegates are elected by the general membership as representatives of the members. The President would decide how many member delegate would be elected each year. The purpose of the Member Delegates is to bring about concerns or interests of the members at the Board of Directors meeting, which are held twice a month. Member Delegates shall be given the responsibility of standing committees. Furthermore, Member Delegates might be appointed by the President to fill any vacant position in office.

SECTION 2. TERM OF SERVICE

Member Delegates are elected annually. The term begins at the beginning of the Fall Semester and ends at the beginning of the Fall Semester of the following year. Member Delegates could be re-elected based on the interest of the general members.

SECTION 3. ELECTION

Member Delegates are elected by the general membership at the beginning of the Fall Semester, for the purpose of allowing new members to run. All members are allowed to run for the Member Delegates regardless of race, creed, color, sex, age, national origin, or disability. Elections will be held during the beginning of the Fall Semester, in which all members who wishes to run should contact the Vice President. Members will vote based on their interest. The selection of the Member Delegates is based on a plural.

SECTION 4. REMOVAL OF MEMBER DELEGATES

Any Member Delegate who violates the laws of the MBS Constitution or the University of Florida's Code of Student Conduct shall be removed from the Board; in addition to that, the cancellation of membership. Furthermore, Member Delegate may be removed by a majority vote of two-thirds by the Board of Directors, based on the best interest of the organization. Also refer to Article 3, Section 3, dealing with the Board of Directors meetings.

SECTION 5. VACANCY

In the case of a vacancy in the position of a Member Delegate, the President shall have the right to decide whether to have the position for open election or to leave it vacant for the remainder of the year.

ARTICLE XIII. BOARD OF DIRECTORS

SECTION 1. PURPOSE

The Board of Directors is made up of the MBS Officers and the Member Delegates. The purpose of the Board of Directors is to make executive decisions and make any necessary plan for future activities. Different interests and concerns of members would be discussed during Board of Director meetings.

SECTION 2. MEETINGS

Refer to Article 3, Section 3.

SECTION 3. EXECUTIVE DECISIONS

All executive decisions made in Board of Director meetings will be based on a simple majority rule of two-thirds. If by chance, a two-thirds majority could not be reached, the matter will be voted upon again at a later date.

ARTICLE XIV. VOTING PROCESS

SECTION 1. VOTING

The process of voting would be necessary in cases where decisions need to be made for the best interest of the organization. Processes such as the election of Officers and Member Delegates, and the amendment of the Constitution will require voting. All elections are based on a plural. The amendment of the Constitution and other executive decisions will require a simple majority vote of two-thirds. If a simple majority is not reached, the debated matter will be voted upon again at a later date.

SECTION 2. VOTING OF MEMBERS

All members are entitled to one vote. All voting processes would last up to one day. Votes should be cast at election location and would be announced as soon as every vote is counted.

SECTION 3. VOTING OF OFFICERS AND MEMBER DELEGATES

All MBS Officers and Member Delegates are entitled to one vote. All voting processes would last up to one day. Votes should be cast at election location and would be announced as soon as every vote is counted.

ARTICLE XV. AMENDMENT OF CONSTITUTION

SECTION 1. AMENDMENT PROCESS

Throughout the course of the year, the Constitution may be amended by the organization for the continual growth of the organization or the needs of the University of Florida. Advanced notice for the amendment of the Constitution will be given to the Office of Student Organization. Open discussion must be made for the entire membership about the amendment of the Constitution. Then, the majority might either approve or deny the Amendment by a two-thirds vote of the total membership. If by chance, a majority of two-thirds could not be reached, the matter shall be voted upon again at a later date. Votes could be cast at announced locations on campus or at scheduled meetings.