1. **NAME OF ORGANIZATION**
	1. The name of this organization is the “Russian Culture Club.” The official acronym is RCC.
2. **PURPOSE STATEMENT**
	1. The primary purpose of this organization is to broaden the understanding and appreciation of Russian culture, language and history. These goals shall be achieved through various club-sponsored activities including, but not limited to, the viewing of Russian films, presentations by and group discussions with guest speakers, presentations by and group discussions with club members, Russian language tutoring for UF students studying Russian culture and language and group trips to create cohesiveness in the Russian and American communities.
3. **COMPLIANCE STATEMENT**
	1. Upon approval by the Department of Student Activities and Involvement, the Russian Culture Club shall be a registered student organization at the University of Florida. The Russian Culture Club shall comply with all local, state and federal laws, as well as all University of Florida regulations, policies and procedures. Such compliance includes, but it not limited to, the University’s regulations related to Non-Discrimination, Sexual Harassment (including sexual misconduct, dating violence, domestic violence and stalking), Hazing, Commercial Activity and Student Leader Eligibility.
4. **UNIVERSITY REGULATIONS**
	1. Non-Discrimination
		1. The Russian Culture Club agrees that will not discriminate on the basis of race, creed, color, religion, age, disability, sex, sexual orientation, gender identity and expression, marital status, national origin, political opinions or affiliations, genetic information and veteran status as protected under the Vietnam Era Veterans’ Readjustment Assistance Act.
	2. Sexual Harassment
		1. The Russian Culture Club agrees that it will not engage in any activity that is unwelcome conduct of sexual nature that creates a hostile environment. Behaviors that could create a hostile environment include sexual harassment (which could include inappropriate sexual comments), sexual misconduct, dating violence, domestic violence, and stalking.
	3. Hazing
		1. The Russian Culture Club agrees that it will not initiate, support or encourage any events or situations that recklessly, by design, or intentionally endanger the emotional, mental or physical health or safety of a member for any purpose including, but not limited to, initiation or admission into affiliation with any student group or organization.
	4. Responsibility to Report
		1. If this organization becomes aware of any such conduct described in this article, the Russian Culture Club will report it immediately to Student Activities and Involvement, the Director of Student Conduct and Conflict Resolution or the University’s Title IX Coordinator.
5. **MEMBERSHIP**
	1. Membership in this organization is open to all enrolled students at the University of Florida. Non-enrolled 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.
6. **STUDENT ORGANIZATION ADVISOR**
	1. The faculty advisor shall serve as a resource person and provide support for the officers, other executive board members and general members of the organization. The faculty advisor should attend all meetings but may not vote in any Russian Culture Club matters. The office of Faculty Advisor is a yearly post. Elected officers will appoint a Faculty Advisor by the beginning of the fall semester. The faculty advisor should be someone, preferably a faculty member of the department of Slavic languages and Literatures, who is willing to serve as an advisor and information source for the club. In the event that the faculty advisor is unable to continue in his or her position, officers may nominate a replacement at any time who is to be confirmed by a majority vote of active members.
7. **OFFICERS AND THE EXECUTIVE BOARD**
	1. Officer and Executive Board Positions and Term
		1. The executive board positions shall be comprised of the following officer positions: President, Vice President, Treasurer and Secretary, as well as the Outreach Chair and Education Chair. Each executive board position’s term is an academic year, unless an election was held to fulfill a vacancy. If that occurs, the officer retains their position until the late-spring election cycle.
	2. Executive Board Attendance Expectations
		1. All executive board members are expected to attend all meetings and can only miss one meeting, executive or general, a month. Absences will be excused at the discretion of the rest of the executive board and only in cases of extenuating circumstances which include, but are not limited to, illness, injury or death of a family member. Notice of absence must be given immediately.
	3. Executive Board Positions and Responsibilities
		1. The President is responsible for: overseeing all club events, presiding at all club events and meetings, drafting an agenda for each club meeting, organizing “executive board only” meetings, and representing the club at all times. The president should monitor the activities of all officers and be aware of all financial proceedings of the club.
		2. The Vice President is responsible for: contacting vendors to obtain sponsorship/donations for the club and assisting the president in all club-sponsored events and meetings. The Vice President must attend all club events.
		3. The Treasurer is responsible for handling the club’s budget. The treasurer must submit all Student Acquisition Request forms to the finance office in a timely manner and maintain communication with the Student Government Finance Office.
		4. The Secretary is responsible for keeping a record of members and their attendance, tracking member’s points and member status through attendance records, keeping minutes of all meetings and updating the constitution after verification of amendments.
		5. The Outreach Chair oversees all social media accounts and activities as well as advertising for the Russian Culture Club.
		6. The Education Chair is in charge of finding Russia, Russian language, and Russian department related events outside of the club. It is his or her duty to inform members of scholarships and events outside of the club.
	4. Appointed Executive Positions
		1. No permanent position in the executive board shall be appointed.
		2. Temporary and event-oriented positions can be appointed at the discretion of the executive board. These positions include, but are not limited to, keystone event chairs and historian. The members who fill these positions will work closely with the executive board in whatever duties are defined and delegated to them.
	5. Executive Board Transition
		1. A new academic year’s executive board will be voted for at the end of the current academic year’s spring semester. After the election of the next executive board, the current executive board will retain their positions until a transition meeting occurs. This meeting will occur after elections and within one week of finals week.
	6. Officer Vacancies
		1. If there is a vacancy in any executive board position, any active member or officer may nominate a replacement. At the nearest general body meeting, an election will be held to fulfill the vacancy. In the absence of any nominations, the executive board may mutually appoint (at least 50% of the board must agree) a club member to the position, so long as the member agrees.
	7. Removal of an Executive Board Member
		1. If deemed incapable of carrying out their duties due to irresponsibility or repeated absence, an executive board member of the Russian Culture Club can be impeached and removed through the following process:
			1. A written request by either three active members or two executive board members shall be submitted to the President, Vice President or Treasurer. Written notification shall be sent to the impeached executive board member in question asking that that executive board member be present at the next meeting and prepare to respond to the removal request.
			2. At the designated meeting, a two thirds majority vote is required to remove the impeached executive board member. If a two thirds majority is not reached, the impeached executive board member is not removed.
			3. In the event of the removal of an executive board member, a special provision will be granted to the remaining officers to appoint an interim replacement until an election may be held.
8. **ELECTIONS**
	1. Nominations
		1. Nominations for all executive board positions will begin to take place annually starting in the month of January. Any member may nominate any other active member, including themselves. Nominations may also be made the meeting of the election, but only under one of two conditions: there is no one running for that position, or there is only one person running for that position. If two or more candidates are running for one position, no further nominations can be made during the election meeting.
	2. Voting
		1. Elections should take place in the month of April. Only active members can vote during election time. Voting will be carried out through a secret ballot system, either online or in person via paper. A simple majority vote is required to elect an executive board member. If there are more than two candidates running and a simple majority is not reached, there shall be a runoff vote between the top two vote recipients. The highest non-running executive board member and an elected member at large will oversee the election and ensure fairness. They alone will have access to submitted voting materials and may not disclose information until the election is complete. At the end of the voting cycle, they will disclose the outcome, as well as the number of votes for each in the interest of democracy.
	3. Eligibility
		1. Only active members may participate in voting or running for office. Only active members can hold office. No person shall be eligible to serve more than two consecutive terms in the same office. Only a prior board member, who served for at least one semester, can run for President, except in the event that no other candidates are forthcoming, or every prior board member cannot serve.
9. **FINANCE**
	1. The Russian Culture Club will not require membership dues; however, it will raise money through fundraisers. The money raised will help fund socials, merchandise, and other club activities. Members are expected to participate in fundraising activities. The Russian Culture Club will also apply for Student Government funding.
10. **DISSOLUTION OF ORGANIZATION**
	1. In the event that this organization dissolves, all monies left in the treasury, after outstanding debts and claims have been paid, shall be donated to the “University of Florida Department of Languages, Literature and Culture.”
11. **SOCIAL MEDIA USE**
	1. Executive Board Oversight
		1. Executive Board Members are to oversee all that is posted on all social media led by and using the name of the Russian Culture Club. This includes, but by no means is limited to, the Russian Culture Club Facebook page and group, the Russian Culture Club Instagram page and all Russian Culture Club affiliated group chats on any and all social media sites and apps.
	2. Privacy
		1. The Facebook group and all group chat affiliated with the Russian Culture Club will have “closed” or strict privacy settings. Only active, inactive, associate members and verified community members will be allowed to join these groups.
12. **ACTIVE, INACTIVE, AND ASSOCIATE MEMBERSHIP**
	1. Active and Inactive Membership
		1. Inactive membership is immediately obtained by University of Florida Students upon their joining of the Russian Culture Club. Inactive members can participate in events, however, they cannot vote on constitutional changes, vote in club elections or run for or hold office.
		2. Active membership is awarded to inactive members who earn three activity points in the fall and spring semesters for a total of **six activity points a year.** Activity points are earned through attendance to “events.” Those inactive members who join in the spring semester must earn four points in the spring they join to be deemed an active member by election time. Active members are eligible to vote as well as run for and hold office.
	2. Activity Points
		1. Activity points are earned by attendance to club-sanctioned events. Events where one total activity point can be earned include, but are not limited to, keystone events and general body meetings. Events where half an activity point can be earned include, but are not limited to, socials. As events are announced throughout the year, the executive board will indicate whether a full or a half activity point can be earned for that specific event.
		2. If a member is considered an active member at the end of the school year, that member shall retain their active member status the following fall. However, said member can lose their active member status if they do not meet the three point activity requirement for that fall.
	3. Associate Membership
		1. Non-enrolled students, spouses, faculty and staff may all join this organization as associate members. Those who fall under this membership category can neither vote in any club-based capacity nor may they run for or hold office.
	4. Verified Community Members
		1. Verified community members will be defined as persons who are recognized by the executive board and active members as those whose experiences, stories or overall presence can help enrich the cultural learning of and contribute to the Russian Culture Club. These persons include, but are by no means limited to, public speakers, politicians and Slavic musicians.
13. **AMENDMENTS TO THE CONSTITUTION**
	1. Amendments to this constitution may be made at any regular meeting of the Russian Culture Club provided notice of the proposed amendment was given one week prior to a vote. Any active member or officer may propose an amendment to the constitution. Amendments require a simple majority by active members present at the meeting and are subject to final approval by the Department of Student Activities and Involvement.