

# 2024 - 2025 STUDENT ORGANIZATION CONSTITUTION

**ARTICLE** I. **NAME OF ORGANIZATION**

The name of this organization is the 3D printing club. This organization will utilize the acronym 3DPC in all publicity materials and correspondence. The 3D Printing Club will be on both Instagram and Twitter.

**ARTICLE II. ORGANIZATION AFFILIATION**

As outlined in the RSO Classification Policy, 3D printing club is considered a General Registered Student Organization. As a GRSO, our organization is a separate 3rd party entity, not considered a part of the University of Florida. Through registering with the University, our student group agrees to follow its policies and operate on campus with access and/or eligibility for specific campus benefits

**ARTICLE** III. **PURPOSE STATEMENT**

The 3D Printing Club is established for the purpose of educating UF students on the world of 3D printing and how 3D printing and related skills can be used within their education, professionally, and leisurely.

Additionally, projects will be set in place to address issues seen within the University of Florida, the local Gainesville area, and nationally.

ARTICLE I**V**. COMPLIANCE STATEMENT **& UNIVERSITY REGULATIONS**

Upon approval by the Department of Student Engagement the 3D Printing Club shall be a registered student organization at the University of Florida. The 3D Printing 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 is 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.

Section A. Non-Discrimination

The 3D Printing Club agrees that it 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. Discrimination on the basis of the protected classes described in University of Florida

Regulation 1.006 (Non-Discrimination/Harassment/Invasion of Privacy Policies) is prohibited.

Section B. Sexual Harassment

The 3D Printing 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 and repeated instances of cyber abuse. Sexual harassment as described in University of Florida Regulation 1.006 (Non-Discrimination/Harassment/Invasion of Privacy Policy) is prohibited.

Section C. Hazing

The 3D Printing Club agrees that it will not initiate, support, or encourage any events or situations that recklessly, by design, or intentionally endanger the mental or physical health or safety of a student for any purpose including but not limited to initiation or admission into or affiliation with any student group or organization. Hazing as defined in the University of Florida Regulation 1.0081 (Prohibition of Hazing; Procedures and Penalties) and 4.040 (Student Honor Code and Student Conduct Code) is prohibited. If found responsible for hazing, sanctions may be imposed against the organization, its leaders and/or members

**Section D.** Responsibility to Report

The University of Florida identifies Responsible Employees and Campus Security Authorities to support the health, safety, and wellbeing of campus. If The 3D Printing Club becomes aware of any such conduct described in this article, they are encouraged to report it immediately to staff in Student Engagement, the Director of Student Conduct and Conflict Resolution, the University's Title IX Coordinator, or to their Student Organization Advisor, who are identified as mandated reporters.

**Section E.** Officer Eligibility

3D printing club understands, acknowledges, and agrees to uphold and abide by the specific minimal requirements regarding officer eligibility as defined in the [Registered Student Organization Classification and Officer Eligibility Policy](https://hub.policy.ufl.edu/s/article/RSO-Classification-Officer-Eligibility).

**ARTICLE V. MEMBERSHIP**

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.

**ARTICLE VI. BYLAWS FOR** 3D printing club*.*

3D printing club may elect to maintain separate bylaws document to outline the day-to-day operations of the organization and to clarify policies and procedures otherwise not included in the previous articles. Bylaws and/or other guiding documents may not take precedence over the requirements sent forth by local, state, and federal laws, the university of Florida’s regulations, policies, and procedures, and the Student Engagement constitution requirements. Amendments and changes may be made to the bylaws and shall be consistent with the Student Engagement approved constitution on file and student engagement’s constitution requirements. Should the organization transition leadership, all bylaws and guiding documents will be transitioned to new student organization leaders and/or advisor(s). 3D Printing Club agrees to provide all unaltered by laws and guiding documents and/or clarify its procedures in writing to any University of Florida student, faculty, or staff upon request.

# ARTICLE VII. STUDENT ORGANIZATION ADVISOR

# Each registered student organization must have an eligible student organization advisor. The student organization advisor must be a full-time, salaried faculty or staff member not on extended leave for 4 consecutive weeks or longer during their advisor term. The student organization advisor shall serve as a resource person providing advisory support to officers and members and may not vote or hold office in the organization.

The organization advisor shall serve as a resource person and provide advisory support for the officers and members of the organization. The student organization advisor is free to attend executive and general meetings; however, the student organization advisor may not vote in any 3D Printing Club matters. The student organization advisor shall be nominated by the officers and confirmed by a majority vote of the members. The student organization advisor will serve a term of one (1) academic year with the opportunity to be reappointed. In the event that the student organization advisor is unable to continue in their position, officers may nominate a replacement at any time, to be confirmed by a majority vote of the members.

# ARTICLE VIII. OFFICERS

# Registered student organizations are required to have a minimum of a President, Treasurer, and Vice President as elected officers. These officers must abide by the Registered Student Organization Classification and Officer Eligibility Policy

# The elected officers of 3D Printing Club shall be President, Vice-President, and Treasurer. At no time should one person hold more than one of these positions.

**Section A:** The elected officers of the 3D Printing Club shall be President, Vice-President, Treasurer, and Secretary and will serve a term for an academic year.

**Part 1**: The President shall preside at all meetings of the organization and shall coordinate the work of the officers and committees.

**Part 2**: The Vice-President shall serve as an aide to the President and shall perform the duties of the President in her/his absence or inability to serve.

**Part 3**: The Treasurer shall receive all monies of the 3D Printing Club; shall keep an accurate record of receipts and expenditures; shall pay out local funds in accordance with the approved budget as authorized by the organization. The Treasurer shall present a financial statement at every meeting of the 3D Printing Club and at other times when requested by the President or Vice President.

**Part 4**: The Secretary shall record the minutes of all meetings of the 3D Printing Club and carry out all necessary administrative duties. The Secretary shall also perform other duties as may be delegated.

**Section B**: The appointed officer of the 3D Printing Club shall be Secretary, Social Media Manager, and Public Relations and will serve a term for an academic year.

**Part 1:** The Social Media Manager shall be appointed by the Vice President. The Social Media Manager must safekeep all social media accounts (including passwords) and maintain frequent posts throughout the school year.

**Part 2:** Persons in the role of Public Relations shall be appointed by the Vice President. Public relations shall work to increase club members and member participation.

Section C: Officers shall assume their official duties at the close of the last general meeting of the academic year and shall serve for a term of one academic year and/or until their successors are elected/appointed.

Section D: Any officer of the 3D Printing Club may be removed from office through the following process: Part 1: A written request by at least three members of the organization shall be submitted to either the

President, Vice President, or Treasurer. Written notification shall be sent to the officer in question asking that officer to be present at the next meeting and prepared to respond to the removal request.

Part 2: A two thirds majority vote of members present is necessary to remove the officer.

Part 3: In the event of the removal of an officer, a special provision may be granted to the remaining officers to appoint an interim replacement until an election may be held.

Section E: In the event that an officer position becomes vacant for reasons beyond impeachment (e.g. resignations, officer ineligibility, or similar occurrences) the president will appoint a temporary officer to fill that position until such time as an election can be held using the election procedures found in Article VIII.

# ARTICLE IX. ELECTIONS

Nominations for all officers will take place annually at the general meeting prior to the election meeting. Any member may nominate any other member, including himself or herself. Nominations may also be made during the election meeting prior to closing of nominations. Voting will occur by secret ballot and a simple majority vote is required to elect an officer. If there are more than two candidates running and no candidate receives a majority vote, there shall be a run-off vote between the top two vote recipients. No person shall be eligible to serve more than two consecutive terms in the same office. Elections should take place in April to allow for turnover between the old and new board.

In the absence of clear direction on election, amendment, and /or voting procedures, 3D Printing Club agrees to follow the guidance and instruction of Robert's Rules of Order for the election or amendment process

# ARTICLE X. FINANCE

# As a General Registered Student Organization, 3D printing Club does not receive any funding or resources from other UF Departments or Colleges, rather, this organization is funded by:

The 3D Printing Club will apply for Student Government funding. Additional funding will be through monthly fundraisers, including but not limited to restaurant fundraising nights, and asking for donations. These funds will cover the cost of 3D printing materials, t-shirts, and other operational expenses of the organization. Both the E-Board and members of the club are expected to participate in or promote fundraising events.

# ARTICLE XI. DISSOLUTION OF ORGANIZATION

# Upon dissolution, student organizations are prohibited from leaving their organizational assets to any individual or any other student organization. Rather, student organizations may designate a specific charity that will receive such organizational assets. At the time of dissolution, after all outstanding debts are paid, 3DPC will leave any assets and outstanding funds to …

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 Herbert Wertheim College of Engineering Additional funds will go towards supplying local Gainesville schools with 3D printers and materials.

# ARTICLE XII. AMENDMENTS TO CONSTITUTION

# Student Engagement has established a process through which constitutions may be amended, reviewed, and approved. Student organizations wishing to amend their constitutions must utilize their constitution on file listed on GatorConnect to make amendments and submit those changes to Student Engagement.

Amendments to this constitution may be made at any regular meeting of the 3D Printing Club Leaders provided notice of the proposed amendment was given one week prior to a vote. Prior to this meeting our officers will request a copy of the constitution from Student Engagement through email. Any member is eligible to propose an amendment, and proposals should be sent to any member of the executive board.

Amendments require a two-thirds vote of the members in attendance at the meeting and are subject to final approval by Student Engagement.

All amended constitutions must be submitted directly to Student Engagement for review and approval