**ARTICLE I. COLLEGIATE VETERANS SOCIETY**

The name of this organization is Collegiate Veterans Society.  This organization will utilize the acronym CVS in all publicity materials and correspondence.  Collegiate Veterans Society is affiliated with Student Veterans of America, operating in Washington D.C. The website of Student Veterans of America is<http://www.studentveterans.org/>.

**ARTICLE II. PURPOSE STATEMENT**

The Collegiate Veterans Society (CVS) is dedicated to helping fellow veterans in the transition from military to college life and to enriching the community and the campus with veteran sponsored and patriotic events.  All Veterans, ROTC, and patriotic students are welcome.  We are not politically oriented, but are a Pro-American and Pro-Veteran group.

**ARTICLE III.  COMPLIANCE STATEMENT**

Upon approval by the Department of Student Activities and Involvement, Collegiate Veterans Society shall be a registered student organization at the University of Florida.  Collegiate Veterans 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 regulation related to non-discrimination, sexual harassment (including sexual misconduct, dating violence, domestic violence, and stalking), hazing, commercial activity, and student leader eligibility.

**ARTICLE IV.  UNIVERSITY REGULATIONS**

Section A. Non-Discrimination

Collegiate Veterans Society 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.

Section B.  Sexual Harassment

Collegiate Veterans Society agrees that it will not engage in any activity that is unwelcome conduct of sexual nature and 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.

Section C.  Hazing

Collegiate Veterans Society 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.

Section D.  Responsibility to Report

If this organization becomes aware of any such conduct described in this article, Collegiate Veterans Society will report it immediately to Student Activities and Involvement, the Associate Dean/Director of Student Conduct and Conflict Resolution, or the University’s Title IX Coordinator.

**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. OFFICERS**

1. Executive Board
   1. The Executive Board constitutes the President, Vice-President, Treasurer, and Membership Secretary.
   2. Only the office of President, Vice-President, and Treasurer shall be a decision of nomination and election.
   3. Membership Secretary, Directorships, and any Chair positions will be appointed by the President and Vice President.
   4. The Executive Board may hold executive meetings if deemed necessary.  All officers must be present at executive meetings.
   5. All terms for the executive board are as described:

i. One academic year term length

ii. Will be less than one year if succeeding previously appointed or elected executive board member and will conclude term pending the outcome of spring elections.

B.  President

1. The President shall exercise the powers normally exercised by the president of other student organizations.
2. The President shall preside at all meetings, general and executive.
3. The President shall appoint all directors.
4. The President shall appoint all committees.
5. The President shall approve all allocations of the treasury prior to the expenditure of money.
6. The President shall act as the primary liaison with UF Student Government.
7. The President shall perform any additional duties set forth by the Executive Board.
8. The President shall complete all training required by UF Student Government, Student Activities and Involvement, and Student Government Finance.

C.     Vice-President

1. The Vice-President shall exercise the powers normally exercised by the vice-president of other student organizations.
2. The Vice-President shall preside at meetings, and shall run meetings in the absence of the President.
3. The Vice-President shall coordinate with directors and committees.
4. The Vice-President shall finalize plans for group events.
5. The Vice-President shall perform any additional duties set forth by the Executive Board.
6. The Vice-President shall absorb duties and title of President in the event of the President position becoming vacant.
7. The Vice-President shall complete all training required by UF Student Government, Student Activities and Involvement, and Student Government Finance.

 D.     Treasurer

1. The Treasurer will collect and track all monies allocated to CVS.
2. The Treasurer will keep an accurate log of all receipts and expenditures.
3. The Treasure shall approve all allocations of the treasury prior to the expenditure of money.
   1. The Treasurer shall notify members of the reimbursement policies should members pay for CVS-sponsored events.
4. The Treasurer shall present a financial statement at every meeting, and any other times as requested by the President or Vice-President.
5. The Treasurer will open all Student Activity Requisition forms with UF Student Government.  He or she will ensure the requested amounts are within the CVS budget.
6. The Treasurer will formulate the annual budget as requested by UF Student Government Finance.
7. The Treasurer will undergo training as requested by UF Student Government, Student Activities and Involvement, and Student Government Finance.
8. The Treasurer shall perform any additional duties set forth by the Executive Board.

E.      Membership Secretary

1. The Membership Secretary shall exercise powers normally exercised by the Secretary of other student organizations
2. The Membership Secretary shall keep an accurate record of minutes of every meeting, and disseminate the minutes to all members of CVS.
3. The Membership Secretary shall be the primary account holder of the CVS email account.
4. The Membership Secretary shall coordinate all recruiting activities.
5. The Membership Secretary shall author and distribute the biweekly CVS newsletter.
6. The Membership Secretary shall perform any additional duties set forth by the Executive Board.

F.      Removal of Officer

1. As per the constitution, a written request by at least three members of CVS shall be submitted to the President, Vice-President, and Treasurer.
2. The Membership Secretary may also receive a written request for the removal of an officer.
3. The officer in question shall receive the written notification at least 72 hours prior to the next meeting, in order to provide enough time to respond to the removal request.  The officer in question will respond to the removal request at the next meeting.
4. A two-thirds majority vote from members is required for removal.
5. In the case of a removal, the executive board will appoint an interim replacement until a special election is held to elect a new Vice President following the election procedures in Article VII.
6. A special election shall be held no later than one month after the removal of an officer.

**ARTICLE VII. ELECTIONS**

A.     Nominations

1. Only the office of President, Vice-President, and Treasurer shall be a decision of nomination and election.
2. Nominations for the officers shall be taken at the first general body meeting in April.
3. Only members may nominate eligible members, as defined by Student Activities and Involvement, for the positions.
4. Nominations may also be made immediately prior to elections at the general body meeting for officer elections.
5. Each nominee must be in good standing, as defined below, and must accept the nomination prior to the elections.  Failure to accept the nomination will remove the member from the ballot.

B.     Appointments

1. All remaining positions of the executive board shall be appointed by the President and Vice-President at the beginning of their terms.
2. These positions are: Membership Secretary, Directorships, and any Chair positions the executive board deems necessary.

C.     Eligibility

1. Minimum eligibility is dictated by University of Florida Regulation 4.003.
2. CVS will set higher standards than required by Student Activities and Involvement.
3. All nominated or appointed officers must be in good standing
   1. Undergraduate students must have a minimum GPA of at least 2.50
   2. Graduate and professional students must have meet the minimum GPA set by their college
   3. Must not be on academic probation.
4. To hold office, a member must be a full-time student, as defined by the University of Florida
   1. An exception may be made for a student who was full-time the preceding semester, and is registered for full-time classes in the following semester.
   2. A two-thirds majority vole of all members present is required to allow this exception.
5. Any member nominated for President must have served or is currently serving as a member of the US Armed Forces.  These are defined as active duty, reserve duty, or guard status in the Army, Marine Corps, Navy, Air Force, and Coast guard.
6. No member nominated for President may be a ROTC cadet, unless he or she has prior service which meets the requirements set in ARTICLE VII C.c.
7. No member may simultaneously serve more than one office, unless approved by a two-thirds majority vote.

D.     Election procedures

1. Elections will be held during the second general body meeting in April.
   1. Elections will be held by open ballot.
   2. A motion may be made by any current officer prior to election to change voting to closed ballot.  Motion must be approved by two-thirds majority vote.
2. In the case of a closed ballot, any member may, upon request, see and recount the casted ballots at the conclusion of the election.  In the case of a discrepancy, the elections will be held again at the following general meeting.
3. A simple majority is required to elect an officer, regardless of ballot format.
4. Only members, as defined in Article V, may vote in an election.  Associate members or non-members may observe, but not participate, in elections.
5. Prior to election, each candidate will have the opportunity to give a short speech as to why they   are running for that position.
6. If more than two people are running for a position, and no one gains a majority vote, the top two vote recipients will face a run-off election immediately following first election.  In the case of a run-off, no new nominations will be accepted. The margin of victory can be determined by a one vote advantage.
7. In the case of a tie, the two candidates will face each other again at the next general body meeting.  No new nominations will be accepted.\
8. Special elections shall be conducted in the same manner as General Elections.
9. All officers shall begin their terms in unison.  Therefore, should a run-off election occur, the outgoing officers will remain in their positions until the conclusion of the run-off.

E.      Terms

1. Terms for the President and his or her executive board begin on the day following the last day of the Spring term.
2. Terms conclude on the last day of the Spring term.
3. If the President graduates before conclusion of the full term or leaves for any reason, the Vice-President shall succeed the vacancy, and the Replacement will serve until the end of the Spring term.
4. President shall serve only one full term.

F.      Director Positions

1. The Executive Board may appoint any members to a Director position.
2. Director positions are not permanent positions, and can be created for interested members.
3. Director responsibilities will be established and agreed upon at a general body meeting.

**ARTICLE VIII. STUDENT ORGANIZATION ADVISOR**

A.     Responsibilities

1. The student organization advisor shall act as a resource and advisor to CVS.
2. The student organization advisor shall not dictate decisions to be made by the CVS Executive Board regarding actions of CVS.  Rather, the student organization advisor shall advise the Executive Board on decisions and strategies for CVS.
3. The student organization advisor shall attend all Executive meetings, unless previously arranged.
4. The student organization advisor shall complete all training required by UF Student Government and Student Activities and Involvement.

B.     Appointment and Term

1. The student organization advisor shall be appointed by the Executive Board of CVS, and approved by a simple majority vote of CVS members.
2. The student organization advisor shall remain in his or her role for one year, at which time will be given the opportunity for re-appointment or resignation
3. The student organization advisor must be a faculty or staff member at the University of Florida.
4. The student organization advisor does not need to be a Veteran or active duty military personnel, but must be aligned with the CVS stated Purpose.

C.     Resignation or removal

1. Should the student organization advisor choose to resign, he or she must notify the Executive Board at least one month prior to effective date, in order to allow time to find a new advisor.
2. The student organization advisor may be removed under the following procedures:

i. A written request by at least three members of the organization shall be submitted to the President, Vice-President, Treasurer, or Membership Secretary.  Written notification shall be sent to the student organization advisor in question asking that faculty advisor to be present at the next meeting and prepared to respond to the removal request.

ii. A two-thirds majority vote of members present is necessary to remove the faculty advisor.

iii. In the event of the removal of the faculty advisor, a special provision may be granted to the organization’s officers to appoint an interim replacement until an election may be held.

**ARTICLE IX. FINANCE**

The Collegiate Veterans Society will seek funding from Student Government and will apply each year.  In accordance with Student Government guidelines, any organization seeking or receiving funding from Student Government is precluded from collecting membership dues; therefore, this organization will not collect membership fees or dues.  Outside funds may be raised through fundraisers that follow Student Government policies.

**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 University of Florida Collegiate Veterans Success Center.

**ARTICLE XI. AMENDMENTS TO CONSTITUTION**

A.     Constitution

1. The Constitution shall be reviewed by the Executive Board at the beginning of their term.
2. The Executive Board will present a report of their review of the Constitution by the third general body meeting of the Fall semester.
3. The Constitution may only be amended by the following procedures:
   1. Proposed amendments must be in line with the Department of Student Activities and Involvement requirements and all proposed amendments must be submitted to Student Activities and Involvement for approval
   2. Amendments must be clearly articulated in written form and presented to all present members at a general meeting.
   3. Amendments must be approved by a two-thirds vote at a general meeting separate from the meeting where amendments were first presented.
   4. Amendments must be approved by the CVS faculty advisor
   5. The member proposing the amendment must be present for consideration.
   6. Any member opposing the amendment must also be present prior to voting to present their case
4. Amendments to the Constitution will be upheld after approval, and the new Constitution will be made available to the general body.