**ARTICLE I. NAME OF ORGANIZATION**

The official name of our student organization shall be Delta Delta Sigma Pre-Dental Honor Society at the University of Florida.

**ARTICLE II. ORGANIZATION AFFILIATION**

As outlined in the RSO Classification Policy, Delta Delta Sigma 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 mission of Delta Delta Sigma is to introduce students to the dental profession and provide a helpful environment for success in their pre-dental academics. The academic road to dental school is very difficult. Delta Delta Sigma's goal is to make that journey as attainable and easy as possible. By building a community of students with similar interests, we can work together and all achieve our goals by serving the community and inspiring altruism.

**ARTICLE IV. COMPLIANCE STATEMENT & UNIVERSITY REGULATIONS**

Upon approval by the Department of Student Engagement, Delta Delta Sigma shall be a registered student organization at the University of Florida. Delta Delta Sigma 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

Delta Delta Sigma 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

Delta Delta Sigma 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

Delta Delta Sigma 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 Delta Delta Sigma 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

Delta Delta Sigma 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 are prohibited from holding membership, office or voting powers. All members are free to leave and disassociate without fear of retribution, retaliation, or harassment.

**ARTICLE VI. BYLAWS FOR Delta Delta Sigma**

Delta Delta Sigma 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). Delta Delta Sigma 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 student organization advisor shall provide advice and resource support for Delta Delta Sigma’s officers and members. The student organization advisor should attend executive board and general body meetings when possible. The student organization advisor must be a professor or staff member employed by the University of Florida.  The Executive Board shall appoint the student organization advisor.  The student organization advisor shall serve for one year and may serve multiple, consecutive terms until he or she resigns or 2/3 of the members vote to have him or her removed. The advisor’s duties are to guide Delta Delta Sigma to help grow the number of members, suggest event or fundraising ideas, and assist in the program content and purpose of Delta Delta Sigma.

**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](https://hub.policy.ufl.edu/s/article/RSO-Classification-Officer-Eligibility).

Section. A: The elected officers of Delta Delta Sigma shall be the President, Internal and External Vice-President, Treasurer, and Secretary. At no time should one person hold more than one of these positions.

These elected positions will be determined by a vote by the general body in the month of April. Anyone is able to be elected or elect himself or herself in accordance to officer eligibility outlined in Article VII.

Section B:  Appointed Positions

Appointed positions will be hereinafter referred to as coordinators and are appointed by the executive board as the need arises through an application process. The executive board will appoint coordinators to assist with running specific aspects of Delta Delta Sigma as the need arises.  These coordinator positions may include, but are not limited to, Historian, Social Coordinator, Fundraising Coordinator, Service Coordinator, Web Coordinator and other various liaisons.  The duties of each coordinator position as it is created will be sent to all members of the organization or announced at a general body meeting, and all members will have at least two weeks to apply for each coordinator position.  The executive board will then review the applications, interview the applicants if necessary, and choose the applicant or applicants it deems best fit to fulfill that particular coordinator position.

Section C:  Duration
​All positions will be one year in duration, but coordinators can be reelected to the same positions as many times as they wish with the exception of president. Each term begins in the summer and ends after the spring. Regarding the position of President, an individual may only remain in or be reelected the position for four non-consecutive fall/spring semesters or two full aforementioned terms.

Section D:  Removal from Office
​Coordinators can be removed from office if three of the four executive board members vote to remove him/her from office.  Executive board members can be removed from office if three separate members submit a request to the executive board that the member be removed.  At the next general body meeting, all present members will vote on whether to remove the executive board member. The executive board member in question will have the opportunity to give a two minute speech to defend him- or herself.  A 2/3-majority vote of the members will remove the executive board member from office.

Section E:  Empty Executive Board or Coordinator Positions
​If any director or executive board member resigns or is removed from office, the executive board shall provide an application for all members to apply to fill the new position. The executive board will then select the most qualified applicant to fill in the remainder of the empty position’s term. In the case of president, finishing a term will count towards their 4 semester limit starting with the semester they are appointed.

**ARTICLE IX. ELECTIONS**

Section A: Month of Elections
​Elections shall occur in April.  The date of the election will be announced to all members at least two weeks in advance.

Section B: Officer Eligibility
​Any University of Florida student who has been an active member of Delta Delta Sigma for at least one semester is eligible to run for office. When running for a position, to be considered an active member the following

Section C: Election Rules and Procedure
​The executive board will be elected by a majority vote of all active members present at the announced election general body meeting. When the general body votes, to be considered an active member. If the general body fails to meet requirements, only the past e-board votes. The order of elections will be president, vice president of external affairs, vice president of internal affairs, treasurer, and secretary.  Each candidate for any position will have two minutes to speak in front of the general body meeting.  Following the speeches of all candidates for a position, a five-minute question-and-answer session will occur, in which members may ask the candidates questions about their plans for Delta Delta Sigma if they are elected.

​A vote will take place, and simple majority will determine the winner.  If there is a tie, all other candidates will be removed from the ballot and the voting will proceed again. If a tie still exists, the incumbent in that office will select the winner. If the incumbent is one of the members of the tie, the three remaining executive board members will select the winner. Any candidate must state their intention to run for office no later than one week in advance of the election.  All votes will take place by secret ballot.

In the absence of clear direction on election, amendment, and /or voting procedures, Delta Delta Sigma 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, Delta Delta Sigma does not receive any funding or resources from other UF Departments or Colleges, rather, this organization is funded by:

Delta Delta Sigma shall require a membership fee of $20 per semester and $25 for new members due by GBM 2. These fees include a T-shirt. Members are also expected to participate in Delta Delta Sigma’s fundraising activities. Members can purchase extra items that advertise Delta Delta Sigma if the Executive Board chooses to order such items. The proceeds for these items will go towards funding events and activities.

*NOTE: In accordance with Student Government guidelines, any organization seeking or receiving funding from Student Government is precluded from collecting membership dues. Registered student organizations seeking funding from Student Government must apply each semester. Contact Student Government for more information on funding policies and procedures.*

**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, Delta Delta Sigma will leave any assets and outstanding funds to ACORN Dental Clinic.

**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.

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

Proposed amendments can be submitted by any member, but must be agreed upon by at least three of the executive board members.  Proposed amendments will be announced to all members at least two weeks in advance of a general body meeting.  At this general body meeting, a 2/3 vote of member’s president will ratify the amendment.  This amendment is subject to the approval by the Department of Student Engagement, upon receipt of which it will become an official part of this constitution.