Florida Political Review Constitution

Established 2014

Revised 2022

**ARTICLE I. NAME OF ORGANIZATION.**

This organization shall be called the Florida Political Review and will utilize the initialism FPR for purposes of shorthand reference. FPR is affiliated with the Bob Graham Center for Public Service at the University of Florida

**ARTICLE II. PURPOSE STATEMENT.**

The purpose of the Florida Political Review is to establish a student-run publication with the intent to host a nonpartisan political forum for issues and policy matters affecting the state of Florida. The publication shall run with the ultimate goal of encouraging Florida students to participate in the civic process, analyze news, and/or express diverse views of Florida’s public sphere. As a student organization housed in the Bob Graham Center for Public Service, FPR adheres to the pillars of civic engagement, public service and public leadership.

**ARTICLE III. COMPLIANCE STATEMENT.**

Upon approval by the Department of Student Activities and Involvement, Florida Political Review shall be a registered student organization at the University of Florida. Florida Political Review 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.

**ARTICLE IV. UNIVERSITY REGULATIONS**

*Section A. Non-Discrimination*

FPR 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*

FPR 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*

FPR 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 FPR becomes aware of any such conduct described in this article, they are encouraged to report it immediately to staff in Student Activities and Involvement, 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*

FPRunderstands, 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. STUDENT ORGANIZATION ADVISOR.**

1. The Student Organization Advisor shall serve as a resource person and provide advisory support for the officers and members of the organization. The Student Organization Advisor should attend executive and general meetings upon the request of the President or Managing Editor or on the Advisor’s own discretion; however, the Student Organization Advisor may not vote in any Florida Political Review matters, with the exemption of Article VI. Section C. II.
2. The Student Organization Advisor shall be selected by the consensus of all elected officers and faculty member in question.
	1. The Student Organization Advisor shall be able to serve unlimited one-year terms.
	2. In the event that the Student Organization Advisor is unable to continue in their position, officers may select a replacement at any time.
3. The advisor and Bob Graham Center for Public Service holds the responsibility to oversee the day-to-day functions and operations of FPR, including the management of its finances, the selection of its members, and ensuring the organization adheres to University and department policies.

**ARTICLE VII. OFFICERS.**

Through an application process, Florida Political Review will appoint officers for a one-year term, where officers will be expected to adhere to the FPR Code of Conduct (see Article XI.), maintain an appropriate attendance rate, and represent the organization respectfully. Florida Political Review will operate with an Executive Board, an Editorial Board and an Officer Corps. Some officers will be a part of both the Editorial Board and the Executive Board. Officers on the Executive Board will be listed in constitutional ranking, which designates the order officers speak during formal Executive Board discussions.

*Section A: Executive Board Members*

The positions outlined below make up the Executive Board and are listed by rank. Executive Board members have voting privileges for formal voting processes conducted in Executive Board meetings. Executive Board members are expected to fulfill their duties entirely for the duration of their term. Executive Board members are also expected to attend all General meetings and Executive Board meetings, with the exception of providing an excuse for not attending to the Editor-in-Chief. Repeated absences may result in disciplinary action. Executive Board members are permitted to write for Florida Political Review during their term at a decreased rate, as long as their writing does not disrupt their or other Executive Board members’ responsibilities.

Item 1: Editor-in-Chief (President)

As the top executive for Florida Political Review, the Editor-in-Chief shall preside at all General and Executive Board meetings of the organization. Agendas for Executive Board meetings will be created by the Editor-in-Chief. The Editor-in-Chief will serve as the top editor for the Editorial Board, where they will be responsible for final edits, fact-checking, publication to the website and monitoring the website for comments. The Editor-in-Chief will also coordinate with the Treasurer to finalize the budget. The responsibility of finding a meeting space for the organization will be the responsibility of the Editor-in-Chief. The Editor-in-Chief is expected to maintain consistent contact with the club advisor to ensure transparency and effectiveness. All final decisions will be made by the Editor-in-Chief, and the Editor-in-Chief will serve as the tie-breaking vote for voting procedure. All organization activities and actions must be finalized through the Editor-in-Chief. The Editor-in-Chief must have been a part of Florida Political Review for a year. Opinion writers for Florida Political Review are ineligible for the position of Editor-in-Chief.

Item 2: Managing Editor (Vice President)

 The Managing Editor shall serve as an aide to the Editor-in-Chief and shall perform the duties of the Editor-in-Chief in their absence or inability to serve. The Managing Editor shall serve as the second-highest editor for the Editorial Board. During the editing process, the Managing Editor will provide the second round of edits, fact-check the article and ensure multimedia is being used properly. The Managing Editor will work closely with the Director of External Affairs by providing direction on social media management through social media calendars, style guides and other social media-related guidance. The Managing Editor will also work with the Director of External Affairs on planning newsletter content by providing outlines of content to publish. The Graphic Designer will work under the Managing Editor to fulfill multimedia needs for the organization’s articles. Routine maintenance of the organization’s website will also be handled by the Managing Editor. Opinion writers for Florida Political Review are ineligible for the position of Managing Editor.

Item 3: Treasurer

As the Treasurer, this position serves as a direct financial representative of Florida Political Review with the Bob Graham Center. With the guidance of the Editor-in-Chief, the Treasurer is responsible for creating an annual budget that fits within the scope of the Bob Graham Center’s capabilities to fund. The Treasurer must keep an accurate record of receipts and expenditures for all purchases, as the Editor-in-Chief, Managing Editor or Student Organization Advisor may ask for the Treasurer to provide a financial statement at any given time. Aspects of General meetings like free food will be facilitated by the Treasurer. The Treasurer is also responsible for booking the organization’s extracurricular activities like attending journalism conferences under the guidance of the Editor-in-Chief. Financial and university-related responsibilities will begin the summer that the position is assumed. Facilitating the creation and sale of Florida Political Review merchandise, with the creative help of the Director of External Affairs and the Graphic Designer, is also the responsibility of the Treasurer.

Item 4: Copy Editor

The Copy Editor will conduct the first round of editing on the Editorial Board for objective writers. The Copy Editor will be expected to communicate frequently with writers on the status of their stories, as well as assisting writers with troubles they may face in their stories. Story proposals will be created and vetted by the Copy Editor, who will maintain a story ideas sheet. All story proposals from other members of the organization must go through the Copy Editor. The Copy Editor must monitor their messages on Florida Political Review’s group chat and is responsible for answering questions related to the editorial process. Opinion writers for Florida Political Review are ineligible for the position of Copy Editor. Florida Political Review can have more than one Copy Editor if the organization needs, which is at the discretion of the Editor-in-Chief.

Item 5: Opinion Editor

The Opinion Editor will conduct the first round of editing on the Editorial Board for opinion writers. The Opinion Editor will be expected to communicate frequently with writers on the status of their stories, as well as assisting writers with troubles they may face in their stories. Story proposals will be created and vetted by the Opinion Editor, who will help maintain a story ideas sheet. All subjective story proposals from other members of the organization must go through the Opinion Editor. The Opinion Editor must monitor their messages on Florida Political Review’s group chat and is responsible for answering questions related to the editorial process. The position is filled on a need basis throughout the year, which is at the discretion of the Editor-in-Chief. Both opinion and objective writers are eligible for this role.

Item 6: Director of Internal Affairs

 The Director of Internal Affairs is tasked with planning internal activities for the betterment of the organization’s members. For each General meeting, the Director of Internal Affairs is responsible for creating the materials to be used during the meeting, such as the PowerPoint presentation. Responsibilities like creating workshops or inviting guest speakers fall upon the Director of Internal Affairs. Internal reminders about biweekly meetings also come from the Director of Internal Affairs. The Director of Internal Affairs will be in charge of presiding over the organization’s group chat to answer non-editorial questions or enforce conduct rules created by the Editor-in-Chief and Managing Editor. The position is also responsible for planning social events. As Director of Internal Affairs, they must lead the organization’s efforts for recruitment by tabling, emailing listservs and professors, and other recruitment strategies. The Director of Internal Affairs will receive guidance from both the Editor-in-Chief and Managing Editor on how to conduct recruitment. The Director of Internal Affairs will also be directly involved in podcast production, as they will work closely with the Podcast Producer to oversee their work and report it to the other members of the Executive Board. Both opinion and objective writers are eligible for this role.

Item 7: Director of External Affairs

 As Director of External Affairs, this position is in charge of all aspects of advertising and marketing the organization and its articles. The Director of External Affairs works closely with the Managing Editor to create social media posts for articles posted on Florida Political Review’s website, which includes platforms like Instagram, Twitter and Facebook. In this position, it is expected that social media posts go up on respective platforms in a timely manner, as determined by the Managing Editor. The Director of External Affairs is also responsible for leading social media campaigns to gain the organization a bigger following on social media platforms. With the guidance of the Managing Editor, the Director of External Affairs will also curate material for the newsletter and send out the newsletter. Other promotional materials like graphics or flyers for informing people about the organization will be the responsibility of the Director of External Affairs, who will work closely with the Director of Internal Affairs to utilize the promotional material in recruitment campaigns. With the help of the Graphic Designer, the Director of External Affairs will create the designs for the organization’s merchandise. Both opinion and objective writers are eligible for this role.

*Section B: Editorial Board*

 The Editorial Board is responsible for facilitating the organization’s article-writing process, which includes proposing story ideas, helping writers with sourcing, editing stories and ultimately, publishing their work on the website. The Editorial Board is led by the Editor-in-Chief. The other members of the Editorial Board are the Managing Editor, the Copy Editor and the Opinion Editor. Editorial-related questions must first be brought and answered by the Copy Editor or Opinion Editor. The Copy Editor and Opinion Editor report directly to the Managing Editor with any editorial or non-editorial issues they are unable to resolve personally with their writers. The Managing Editor reports directly to the Editor-in-Chief about the Copy Editor and Opinion Editor’s work.

The Editorial Board has the sole responsibility of creating or adding to supplemental material meant to aid members in their writing process, such as the Comprehensive Contributor’s Guide. The material created by the Editorial Board is to be placed in the Writers’ Folder, which is managed by the Editorial Board. No other members or Executive Board members of Florida Political Review are permitted to edit or add to materials in the Writers’ Folder without expressed permission from the Editor-in-Chief. Failure to do so will result in disciplinary action (see Article XI). Informative presentations on different aspects of journalism at General meetings will be led by members of the Editorial Board.

The Editorial Board may hold meetings outside the times of the Executive Board or General meetings to discuss editorial matters, in which only Editorial Board members are permitted to attend.

*Section C: Officer Corps*

The following positions are members that serve under an Executive Board member. They are given tasks by an Executive Board member and must report consistently with them. An Officer Corps member does not have voting privileges in formal Executive Board voting matters. They may attend Executive Board or Editorial Board meetings if they are asked to do so by the Editor-in-Chief or Managing Editor.

Item 1: Podcast Producer

The Podcast Producer is responsible for facilitating the production of a biweekly podcast for Florida Political Review. The Podcast Producer will work under the Director of Internal Affairs, who will serve as an Executive Board liaison to report issues the Podcast Producer may be facing to the other members of the Executive Board. The Podcast Producer will serve as the host of the organization’s podcast. They will be expected to choose Florida Political Review writers to discuss their articles, conduct interviews for the podcast and edit the podcast at a high-quality and professional level. The Podcast Producer is chosen on an application basis.

Item 2: Graphic Designer

 The Graphic Designer is responsible for producing multimedia to be used with articles on the website. The Graphic designer may also assist in merchandise designs and social media graphics. The Graphic Designer will work under the Managing Editor, who will serve as an Executive Board liaison to report issues the Graphic Designer may be facing to the other members of the Executive Board. They will be expected to have graphic design experience and must be able to fulfill weekly multimedia requests made by the Managing Editor for articles. The Graphic Designer is chosen on an application basis.

*Section D: Continuity of Officers*

1. Officers shall assume their official duties at a transition meeting organized by the outgoing Executive Board and shall serve for a term of one academic year and/or until their successors are appointed.
2. Any individual who wishes to seek the same elected officer position for more than one term of one academic year must reapply at the end of their first term to potentially be selected again.

*Section E: Disciplinary Process for Executive Board Members*

Any officer of FPR may be entered into the disciplinary process by another Executive Board member or General member. Causes for disciplinary action can include inefficiency in their position or neglect of the By Laws for FPR (see Article XI). The disciplinary process to address unacceptable behavior by an Executive Board member can be undertaken through the following process:

1. The individual filing the report – which can be any Executive Board member or General member – must send a document to the Editor-in-Chief describing the alleged inefficiency or misconduct of the reported Executive Board member.
	1. If the Editor-in-Chief or Managing Editor is the reported Executive Board member, the written report must be submitted to the Director of Internal Affairs or a Copy Editor.
2. The Editor-in-Chief will meet with the Managing Editor and Student Organization Advisor to discuss the request and determine if a “warning,” “suspension,” or “formal removal process” is necessary.
	1. If the Editor-in-Chief or Managing Editor is the reported Executive Board member, the Copy Editor(s) and Director of Internal Affairs will meet with the Student Organization Advisor. The Student Organization Advisor will be responsible for contacting the reported Editor-in-Chief or Managing Editor about the subsequent decision and consequences.
3. If a “warning” is deemed a suitable response, a written warning will be issued by the Editor-in-Chief to the reported Executive Board member. The reported member must also attend a disciplinary meeting with the Editor-in-Chief and Managing Editor.
4. If a “suspension” is deemed a suitable response, the reported Executive Board member will receive a written notification from the Editor-in-Chief about the nature of their suspension. Suspension can last for up to two weeks, which may include suspension from Executive Board and/or General meetings, as well as any social events.
	1. If an Executive Board member is reported again during or after a suspension, the Executive Board will automatically move into the formal removal process.
5. If a “formal removal process” is deemed a suitable response, it may come in the form of either “dismissal” or a “formal removal vote.” The Editor-in-Chief will issue a written notification to the officer in question informing them that they are either: dismissed from their Executive Board position; dismissed from working with the Florida Political Review in any capacity; or required to be present at the soonest upcoming Executive Board meeting for a formal removal vote.
	1. During the formal removal vote process at the Executive Board meeting, the reported officer may be asked questions about their misconduct or inefficiency, in which the reported officer must answer in a timely manner.
	2. After the questioning period, the reported Executive Board member will be asked to leave the meeting. The remaining Executive Board members will discuss the termination before moving to an official vote in constitutional order.
	3. A vote of at least two-thirds of Executive Board members, excluding the officer under investigation, is necessary to remove the officer. If a two-thirds majority vote is reached, the reported Executive Board member will receive a written notification that they have been removed from their position. If necessary, the reported Executive Board member may be dismissed from the organization entirely.
6. In the event of an officer removal, the Executive Board may appoint an interim replacement with a two-thirds vote until an official application is sent out to replace the removed officer.
7. Any two-thirds vote of the Executive Board shall require the presence of, or the emergency-proxy-vote of, every Executive Board Member. An affirmative vote requires a consensus of at least two-thirds of the members, rounded up to the nearest member.

**ARTICLE VIII. ELECTIONS.**

Applications for all officer positions will take place annually at the end of each spring semester and are open to all University of Florida students for at least two weeks of open submissions. The position of Editor-in-Chief is an exception, as an applicant must have been a member of the Florida Political Review for at least one year. Every Executive Board position (see Article VII. Section A.) will be expected to perform their duties for a full year, barring extraneous circumstances. All positions are selected by the consensus of the graduating students on the Executive Board. In the event of disagreement between outgoing board members, the student organization advisor or Bob Graham Center for Public Service must be consulted. No person shall be eligible to serve more than two consecutive terms in the same office, unless qualified through exemption (see Article VII. Section C. II.). Appointments should take place in late March to early April to allow for turnover between old and new boards.

**ARTICLE IX. FINANCE.**

FPR will not require membership dues; however, it will secure funds through collaboration with the Bob Graham Center for Public Service at the University of Florida. Funds will be managed through cooperation between the treasurer, editor-in-chief, Executive Board, and Bob Graham Center for Public Service.

**ARTICLE X. DISSOLUTION OF ORGANIZATION.**

1. Any officer may call for the Florida Political Review’s dissolution, which shall be taken up for a vote by all members, including all elected, appointed, and other members. The vote for dissolution must be unanimous.
2. 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’s Bob Graham Center for Public Service.

**ARTICLE XI. BY LAWS FOR FPR.**

FPR may elect to maintain a 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 SAI constitution requirements. Amendments and changes may be made to the bylaws and shall be consistent with the SAI approved constitution on file and SAI’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). FPR 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.

The FPR Comprehensive Contributor’s Guide (also referred to colloquially as the Contributor Guide, Contributors Guide, or Contributors’ Guide) shall serve as a bylaws document outlining the day-to-day operations and policies of FPR, and be made accessible to all members in more than one way.

The following by laws outline FPR’s required operations and policies in the *Code of Conduct*, then required operations and policies in *Content Submission*, then required procedures in the *Disciplinary Process for Members*.

*Section A: Code of Conduct*

1. Members must comply with all local, state and federal laws, as well as all University of Florida regulations, policies, and procedures.
2. Members must operate with journalistic ethics and standards as stipulated throughout the FPR Writers’ Folder, made available for viewership by all members on Slack and Google Drive.
3. Members must follow all instructions provided directly to the member by the Editor-in-Chief, Managing Editor, or assigned Copy Editor or Opinion Editor, in order to remain in good standing.
4. Members must remain respectful in all communications related to FPR, including both internal and external communications. Any form of harassment or dishonesty is prohibited.
5. Members must maintain records of all external communications related to FPR, including interview transcripts and email outreach.
6. Members may only discuss an active investigation by an FPR writer with members of the organization; the story’s author is given discretion on any external sharing of information related to their investigation.
7. Members must allow changes unrelated to article content to be made by the Managing Editor and Editor-in-Chief prior to publication in order to follow AP Style guidance; grammar and spelling rules; image licensing laws; timely publishing standards; or search engine optimization.

*Section B: Content Submission*

1. Although the Florida Political Review shall be entirely operated by students of the state of Florida, content may be submitted by any individual who wishes to express their views on any issue germane to the Florida Political Review’s purpose.
2. The Florida Political Review reserves the right to refuse publication of a proposed article with a reasonable cause identified by a member of the Editorial Board, followed by a vote of at least half of the Editorial Board to refuse publication. Reasonable causes include but are not limited to: failure to adhere to the Comprehensive Contributor’s Guide; lack of timeliness; questionable claims; ad hominem statements; or a failure to bring new information to public knowledge.
3. Acceptance of content submission shall be based solely on the content’s merits and shall not be denied on the basis of its author’s 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.

*Section C: Disciplinary Process for Members*

1. In the event that a General member of the Florida Political Review fails to adhere to the FPR Code of Conduct or other stipulations of this Constitution, a witness must submit a written report to the Editor-in-Chief and Managing Editor as soon as possible.
2. The Editor-in-Chief and Managing Editor then notify the Student Organization Advisor about the alleged violation, and the three investigate the claim.
3. If it is determined that a violation was committed, the Editor-in-Chief, Managing Editor and Student Organization Advisor come to a consensus about which of three consequences is warranted in response to the violation:
4. Warning
	1. The member is delivered a written warning. This is the default response to a member’s first offense, unless the Editor-in-Chief, Managing Editor and Student Organization Advisor determine there is further risk of a violation or more serious consequences needed, in which case action will be taken.
5. Action
	1. If a member commits a more serious violation or repeats a non-serious violation — as determined by the Editor-in-Chief, Managing Editor and Student Organization Advisor — action will be taken against the member. The nature of the violation will determine if action requires: temporary suspension from virtual and in-person participation; disallowance from submitting articles; a ban from General Body Meetings; and/or suspension from some or all aspects of FPR.
6. Dismissal
	1. The Editor-in-Chief, Managing Editor and Student Organization Advisor may come to a consensus that dismissal of the violator from FPR is necessary.
	2. The violator must remove themselves from all operations of FPR, or the appropriate authorities will be notified.

The following by laws outline FPR’s required policies and regulations for *Staff Writers*, then required policies and regulations for *Associate Members*.

*Section D: Staff Writer By Laws*

1. All contributing writers active within the organization have the opportunity to become Staff Writers. The position of Staff Writer may be held by ten individuals at a time. Staff Writers are acknowledged on the FPR webpage.
2. Staff Writers are chosen at the end of every academic semester.
3. The position of Staff Writer is chosen by the Editorial Board.
	1. The decision is made based on both the content produced and the overall participation of an individual writer.
4. Executive Board members not on the Editorial Board are also eligible to hold the position of Staff Writer. Executive Board members who also hold the position of Staff Writer must ensure to meet the criteria set for both positions held. In the event they fail to do so, they are eligible for removal from being a Staff Writer as deemed appropriate by the Editor-in-Chief.
5. To maintain the status of Staff Writer, an individual must publish one article per month at a minimum.
6. Members may hold the position of Staff Writer for as long as they remain active in FPR.
7. If a Staff Writer fails to produce an article in a particular month they are put on probation by the Editorial Board.
	1. A Staff Writer is only removed from probation once they publish an article for the current month as well as the month prior.
8. Removal from the position of Staff Writer includes but is not limited to:
9. Failing to publish articles for two consecutive months, barring unforeseen circumstances discussed with the Editorial Board.
10. Failure to be removed from probation for three consecutive months.
11. Failure to adhere to the FPR Code of Conduct (see Article XI).

*Section E: Associate Member By Laws*

1. Any student enrolled in a Florida institution of higher education outside the University of Florida shall have the opportunity to become an associate member of the Florida Political Review.
2. Florida enrolled-students interested in becoming associate members of the Florida Political Review must submit a written request to become an associate member to the Florida Political Review.
3. The Editor-in-Chief and Managing Editor shall have the authority to appoint any eligible individual an associate member.
4. The Editor-in-Chief shall have the authority to appoint any associate member as a Bureau Chief of their respective school and community.
	1. Bureau Chiefs are responsible for managing the Florida Political Review’s associate members within their respective community and shall serve as the Managing Editor of their respective school.
	2. Bureau Chiefs are an appointed non-officer position and not subject to term limits.
	3. An associate member’s Bureau Chief title shall precede with the associate member’s school name.
		1. Example: *[school name] Bureau Chief*

**ARTICLE XII. AMENDMENTS TO THE CONSTITUTION.**

1. Amendments to this Constitution may be brought by any member of FPR.
2. Proposed amendment(s) must be provided to the Editor-in-Chief, who will then distribute to the Executive Board at the earliest convenience.
3. At least one week after all Executive Board members have access to the proposed amendment(s) – and no longer than one month after the Executive Board has access – the Executive Board will conduct a vote on the proposed amendment(s).
4. An affirmative vote requires a consensus of at least two-thirds of Executive Board members, rounded up to the nearest member. All two-thirds votes of the Executive Board require the presence of, or the emergency-proxy-vote of, every Executive Board member.
5. All amended constitutions must immediately be submitted directly to the University of Florida’s Department of Student Activities and Involvement for review and final approval.