

Constitution of American Cancer Society Colleges Against Cancer

PREAMBLE

We, the members of Colleges Against Cancer-to fully realize our purpose of reducing total cancer incidence and mortality by cutting it off at the source through education and support-in order to help the American Cancer Society reach its goals, do hereby adopt and establish this constitution as the guiding instrument of our organization.

ARTICLE I. Name

American Cancer Society Colleges Against Cancer is a national collaboration of college students, faculty, and staff dedicated to fighting cancer, volunteering for the American Cancer Society, and improving college communities by instating and supporting programs of American Cancer Society.

ARTICLE II. Membership

Section 1. Membership in Colleges Against Cancer shall be limited to persons officially connected with the College as faculty, staff, or full-time students. Students taking twelve (12) credit hours or more and who pay the Student activities fee are considered full-time students. Spouses who have obtained the Spouse ID card are also eligible for regular membership. Students enrolled in the spring semester under the above conditions who have pre-registered for the fall semester, as well as students enrolled in summer classes, are eligible for summer membership.

Section 2. Membership in Colleges Against Cancer shall not be limited to persons based on their race, color, religion, sex, national origin, age, disability or veteran status.

Section 3. Active membership in Colleges Against Cancer shall not be conferred upon those members who, in addition to the above requirements, have attended $\frac{3}{4}$ of all meetings.

ARTICLE III. Organization

Section 1. The officers of the organization shall be elected from the active members. Any student seeking to hold or holding office must maintain the cumulative GPA requirement for graduation and remain in good standing at Augustana.

Section 2. The elected officers of Colleges Against Cancer shall consist of at least four individuals, with at least one individual each responsible for the four strategic directions, as set forth by the National Leadership Council: Advocacy, Cancer Control, Relay for Life, and Survivorship. While neither necessary nor compulsory, an individual may be elected to oversee the fruitful collaboration and organization of these four strategic directions; this officer may be one of the aforementioned officers or may constitute a separate entity. This same stipulation applies to the designation of an officer who will

oversee the communication between the organization and its National Leadership Council.

Section 3. Elections:

- A. All officers shall be elected on or before Fall of each year, and shall serve one-year terms.
- B. All officers shall be elected by a majority of the votes cast or appointed by President if deemed necessary. Only active members are eligible to vote. IF no candidate for an office receives a majority of the votes cast, then only the top two candidates will be placed on a second ballot for that office until a majority is reached.
- C. A quorum of one-half of the active membership shall be reached for all meetings where officer nominations or elections take place.
- D. All elections shall be conducted by secret ballot. The ballots shall be tabulated by any two officers.

Section 4. Officer's Duties

- A. The officers for each strategic direction shall preside at all Colleges Against Cancer meetings. Furthermore, they shall have the authority to appoint all respective committee chairpersons, to create new subcommittees, and collectively to nominate a faculty advisor to be approved by the active members and act as spokespersons for the organization.
- B. The communications officer shall handle and keep a record of all Colleges Against Cancer business and correspondence, including, but not restricted to: recording minutes at all Colleges Against Cancer meetings, keeping an up-to-date file on all members, informing members of all Colleges Against Cancer meetings and activities, and relaying any requested information to the National Leadership Council.

Section 5. The Faculty/Staff Advisor to Colleges Against Cancer shall be nominated by the Executive Committee and approved by a majority vote of a quorum of active members. The Faculty/Staff Advisor must be selected from full-time faculty or administrative staff members at the College. The Advisor shall serve as a liaison with the College, and help in the transition period between officers. The Advisor will be invited to and notified of all Colleges Against Cancer meetings and activities.

The Faculty/Staff advisor shall be Kevin Veldhuisen.

Section 6. Purpose and Goals: The main goal of Colleges Against Cancer is to fight cancer by volunteering for and instating and supporting programs of the American Cancer Society. Further goals include, but are not limited to:

*Establish advocacy programs on campus.

*Bring cancer control programs to campus and promote cancer awareness and prevention.

*Raise money through American Cancer Society approved fundraisers on campus.

- *Promote American Cancer Society support groups for cancer survivors and care takers.
- *Make Colleges Against Cancer a collaborative effort among all students and student organizations on campus, as well as between and among this chapter, the local American Cancer Society office and staff, nearby chapters, and the National Leadership Council.
- *Establish Colleges Against Cancer chapters at surrounding colleges and universities.

Section 7. Limitations:

- A. In deference to the nature and extent of the support afforded to this chapter of Colleges Against Cancer by the American Cancer Society, both locally and nationally, we hold ourselves subject to the standards and branding of the American Cancer Society in all activities and practices, as well as in our use of its trademarked and copyrighted materials. Any activity, practice, or use of these materials not explicitly or implicitly covered by said limitations will be considered only after consultation with official American Cancer Society staff and/or the exercise of reasonable and prudent judgment.
- B. No monies shall be accepted on behalf of Colleges Against Cancer that will directly and/or ultimately be put to use by agents other than the American Cancer Society itself. Furthermore, no monies received by Colleges Against Cancer shall reside in third-party accounts, even if the school itself administers those accounts. (In the event that a particular college or university allots funding to its official student organizations, said funding can be used for administrative purposes and is not regarded in the same light.)

ARTICLE IV. Meetings

Section 1. The first meeting of the fall semester shall be held within two weeks after classes start.

Section 2. Regular meetings shall be held at least once a month during the school year at a time set by the organization.

Section 3. The meetings shall be conducted in accordance with the recognized Rules of Order.

Section 4. The basic agenda at regular meetings shall be as follows:

- A. Call to order
- B. Roll call
- C. Approval of minutes
- D. Executive committee report
- E. Officer reports
- F. Committee reports
- G. Old business
- H. New Business
- I. American Cancer guest speaker
- J. Announcements

K. Adjournment

Section 5. Action on any business, old or new, requires a quorum of one-half of the active membership of the organization. (All constitutions must have provisions determining quorum).

ARTICLE V. Removal from Officer

Section 1. A Colleges Against Cancer officer whose dereliction of duty adversely affects the operations of the organization shall be subject to disciplinary action or removal from office.

Section 2. A written request stating the reasons for dismissal and signed by at least three (3) active members of the organization must be submitted at a regularly scheduled meeting.

Section 3. Before the next regularly scheduled meeting, written notification of the request and the reasons for dismissal must have been given to the offending officer, who should come to that regular meeting prepared to speak.

Section 4. A two-thirds (2/3) affirmative vote of all active members is required to remove the officer from office.

ARTICLE VI. Constitutional Amendments

Section 1. The Constitution is binding to all members of Colleges Against Cancer but is not binding unto itself.

Section 2. Amendments to the Constitution must be proposed in writing by any active member of CAC at any regular meeting at which two-thirds (2/3) of the active members are present.

Section 3. Proposed amendments shall be voted upon only after two regular meetings following the introduction of the proposal.

Section 4. Proposed amendments will become effective following a three-fourths (3/4) affirmative vote of the active members.

ARTICLE VII. Ratification

The undersigned student(s) of Augustana College, after a three-fourths (3/4) affirmative vote of active members, do hereby agree to follow the guidelines of this Constitution.

Signed: _____ Date: _____

(Constitution may be ratified by members' and/or officers' signatures and an attached petition sheet. All ratification must be dated).

