Rotaract
Rotary Club Partner

STATEMENT OF POLICY RELATING TO ROTARACT BY BOARD OF DIRECTORS OF ROTARY INTERNATIONAL

This is a structured program of Rotary International, adopted by the Board in 1968.

Note: The Board regularly reviews and amends, as necessary, the "Rotaract Statement of Policy," "Standard Rotaract Club Constitution" and "Standard Rotaract Club Bylaws."

1. The Rotaract program was created by and is an activity of Rotary International, and the authority for the establishment and enforcement of constitutional provisions, organizational requirements and standards of procedure, and for the preservation of the Rotaract name and logo is retained by Rotary International.

2. A Rotaract club is a Rotary club-sponsored organization of young adults ages 18 to 30, whose purpose is to provide opportunity for them to enhance the knowledge and skills that will assist them in personal development, to address the physical and social needs of their communities, and to promote better relations between all people worldwide through a framework of friendship and service, and whose goals are:

   a) To develop professional and leadership skills;
   b) To emphasize respect for the rights of others, and to promote ethical standards and the dignity of all useful occupations;
   c) To provide opportunities for young people to address the needs and concerns of the community and our world;
   d) To provide opportunities for working in cooperation with sponsor Rotary clubs;
   e) To motivate young people for eventual membership in Rotary.

3. Rotaract club programming shall consist of professional development, leadership development, and service program development as outlined in the "Standard Rotaract Club Constitution."

4. A Rotaract club is organized, sponsored, and counseled by a Rotary club or clubs and is established following the endorsement of the governor and upon certification and recognition by Rotary International; it can be created and sustained in no other way, and its existence depends upon the active sponsorship of its sponsor Rotary club and continued recognition by Rotary International.

5. Rotaract clubs are strongly encouraged to mention after their own names "sponsored by the Rotary club of (name)."

6. Within the framework established by Rotary International, the sponsor Rotary club is responsible for organizing the Rotaract club and providing it with guidance and counsel thereafter.

7. Where the Rotaract club is university-based, control and counsel by the sponsor Rotary club shall be exercised in full cooperation with the university authorities, with the understanding that such clubs are subject to the same regulations and policies established by the university authorities for all student organizations and extracurricular activities of the university (or other institution of higher education.)

8. All Rotaract club activities, projects and programs shall be conducted in harmony with the policies of Rotary International; continued sponsorship of a Rotaract club by a Rotary club and recognition of it by RI are contingent thereon.

9. There shall be a “Standard Rotaract Club Constitution” prescribed by Rotary International and subject to amendment only by the Board of Directors of Rotary International. As a prerequisite of its organization and certification, each Rotaract club shall adopt the "Standard Rotaract Club Constitution" and shall automatically adopt all amendments thereto subsequently made.

10. Each Rotaract club shall adopt bylaws not inconsistent with the "Standard Rotaract Club Constitution" and with policy established by Rotary International. Such bylaws shall be subject to the approval of the sponsor Rotary club.

11. Rotaract clubs shall be sponsored only by Rotary clubs within the boundaries of the district in which they are located.

12. A Rotaract club may be organized and sponsored jointly by more than one Rotary club under the following conditions:

    a) The governor must approve, in writing that, in the governor's considered judgment, the best interests of the district, the Rotary clubs concerned and the Rotaract program would be served by the proposed joint sponsorship.
    b) The circumstances must be such that the organization of separate Rotaract clubs, each sponsored by a single Rotary club, would create an artificial division of what is essentially a single body of young adults within the community or university.
    c) A joint Rotaract committee must be created with effective representation from each of the sponsor Rotary clubs.

13. Each member of a Rotaract club, agrees to accept and to adhere to the provisions of the constitution and bylaws of his or her Rotaract club.

14. Rotaractors may make-up Rotaract club attendance at meetings of Rotary clubs at the discretion of the individual Rotary club. Rotary clubs that sponsor Rotaract clubs should invite Rotaractors to make up absences from their regularly scheduled Rotaract club meetings to their regularly scheduled Rotary club meetings.

15. On 30 June of the Rotaract year in which a member becomes 30 years old, his or her Rotaract membership will end.

16. Membership in a Rotaract club shall be evidenced by Rotaract membership identification cards that include the name of the sponsor Rotary club.

17. The Rotaract name and logo are the property of Rotary International and shall be preserved for the exclusive use of those involved in the Rotaract program. When the logo is used to represent a club, the name of the club should appear with the logo, as shown in the “Voice and Visual Identitiy Guidelines.” Where a Rotary district exists, it may use the respective emblem but only in conjunction with reference to the district and its number, as shown in the “Voice and Visual Identitiy Guidelines.”

18. Rotaract club members shall be entitled to use and display the Rotaract name and logo in an appropriate and dignified manner during their period of membership in a Rotaract club and shall relinquish such entitlement upon termination of membership in a Rotaract club or upon the termination of the Rotaract club.

19. A Rotaract club may be terminated:

    a) By Rotary International, with or without the consent, approval or concurrence of the sponsor Rotary club, for:
        1) failure to function in accordance with its constitution
        2) initiating, or maintaining, or retaining in its membership an individual who initiates or maintains litigation against a Rotary district, Rotary International, or The Rotary Foundation, including their directors, trustees, officers, and employees, or
        3) or for other cause.

    b) By its sponsor Rotary club, after consultation with the governor and the district Rotaract representative, or

    c) By the Rotaract club itself upon its own determination.

20. Upon termination of a Rotaract club, all rights and privileges relating to the name and logo shall be relinquished by the club and by its members individually and collectively. The Rotaract club shall relinquish all financial assets to the sponsor Rotary club.

21. As a matter of policy, the Board does not recognize the right of any individual or organization except RI to circularize Rotaract clubs for any commercial purpose, except in the case of Rotaractors who are responsible for organizing Rotaract club, district and multidistrict meetings and only within the districts directly involved.

22. Governors should appoint one joint district Rotaract committee composed of equal numbers of Rotarians and Rotaractors. The district Rotaract committee chair (a Rotarian) and the district Rotaract representative (a Rotaractor) should serve as co-chairs of this committee. Where feasible and practicable in the appointment of district Rotaract committees, there should be provision for continuity of membership by appointing one or more members for a second term. The district Rotaract committee should assist the governor in publicizing the Rotaract program, promoting the organization of new Rotaract clubs, and administering the program of Rotaract within the district.

23. Rotaract organization beyond the club level:

    a) A district with two or more Rotaract clubs must elect a district Rotaract representative from among their membership. The method of election shall be determined by the Rotaract membership and approved by the district Rotaract committee and district governor in advance of elections. The district Rotaract representative must have served as a Rotaract club president or as a member of the district Rotaract committee for one full term before taking office.

    b) In a district with one Rotaract club, the district Rotaract representative shall be the most recent, available past Rotaract club president.

    c) The district Rotaract representative will be guided and counseled by the Rotary governor and should work with the district Rotaract committee and other appropriate Rotary district committees.

    d) The district Rotaract representative in conjunction with other district leaders, should:

        1) Develop and distribute a district Rotaract newsletter
        2) Support and implement leadership training
        3) Conduct Rotaract promotion and extension activities throughout the district

4) Plan and implement service activities (if approved by three-fourths of the Rotaract clubs in the district)
5) Provide advice and support to Rotaract clubs in implementing their projects
6) Help coordinate joint Rotary-Rotaract activities in the district
7) Coordinate public relations activities for Rotaract at the district level
8) Plan and implement a training session for Rotaract club officers in the district

e) All election disputes shall be resolved locally by the district governor based on district policy in consultation with the district Rotaract chair. RI will not intervene.

24. Rotaract meetings beyond the club level:

a) No meeting of members of Rotaract clubs beyond the club level shall have any legislative authority nor shall be so organized as to give the appearance of having such authority. Nevertheless, such a meeting may include ideas which might be of value as advisory observations to those involved at the district or other levels of Rotaract administration.

b) At a district Rotaract meeting, a three-fourths majority of the Rotaract clubs in a district may vote to undertake a district service project and to establish a district Rotaract service fund to raise funds for this project. Contributions to such a fund must be voluntary. Such a project and service fund must be approved by the governor, and specific plans and instructions for the administration of the district project and use of the fund must also have the approval of the governor and three-fourths of the Rotaract clubs in the district. The governor must appoint a district fund committee to be responsible for collecting and administering the district fund, such committee to be composed of at least one Rotaractor and one Rotarian from the district Rotaract committee. The district service fund must be kept in a bank account which clearly indicates that the fund is the property of the district Rotaract organization and not the personal property of any individual Rotaractor or Rotaract club.

c) All district Rotaract activities shall be financed by the Rotaract clubs in the district. No expenses of district Rotaract club meetings shall be paid by Rotary International. The cost of such meetings shall be minimal and within the financial means of those participating.

25. Rotaract activities beyond the district level

a) Rotaract Multidistrict Service Projects. Rotaract-sponsored service projects involving clubs in two or more districts may be implemented provided that such projects

1) are, in nature and scope, within the capability of the clubs and Rotaractors in the districts to undertake successfully without interfering with or detracting from the scope and effectiveness of club activities;
2) shall not be undertaken initially unless each district Rotaract representative concerned has agreed to such a joint project and then, only after approval of two-thirds of the clubs in each district;
3) shall be undertaken with the approval of the governors concerned;
4) shall be under the direct supervision of the district Rotaract representatives concerned; the custody of all funds contributed or collected for such projects shall be the responsibility of the district representatives concerned, through a committee of Rotaractors from within the districts involved, who may be appointed to assist in administering any such project and related funds;
5) shall be undertaken only after the district Rotaract representatives have jointly secured in advance the authorization of the general secretary, acting on behalf of the Board, to undertake the project;

6) shall involve the participation by Rotaract clubs and/or individual Rotaractors on a voluntary basis, clearly presented as such; the cost of participation by a club or individual Rotaractor, if any, should be kept to a minimum, and not be implicitly or directly made an obligation in the form of a per capita tax, or assessment or otherwise;

b) Rotaract Multidistrict Information Organizations. Districts may develop a multidistrict organization for the purpose of disseminating information and facilitating communication between Rotaract clubs in the districts concerned, provided that

1) there is no objection by the governors of each of the districts concerned;
2) authorization is secured from the general secretary, acting on behalf of the RI Board of Directors, to develop and maintain such an organization;
3) the organization complies with RI policy or is subject to termination of its status by the general secretary on behalf of the RI Board of Directors;
4) each member district is represented by its district Rotaract representative. Each district Rotaract representative may appoint a proxy, as needed, to carry out the activities of the multidistrict organization;
5) funds needed to implement the organization's activities (i.e. production and distribution of regional club directories and newsletters, dissemination of Rotaract program information, general correspondence) shall be obtained on a voluntary basis only;
6) the organization has no decision making or legislative powers, except for decisions concerning the activities of the organization
7) the organization shall establish a voting mechanism to be reviewed by the district governors.

c) Multidistrict Rotaract Meetings

1) Meetings of Rotaract club members from more than one district, particularly from districts in more than one country, are to be held under the guidance of the host governor and the district Rotaract committee, and in conjunction with the host district Rotaract representative. Such meetings are subject to the advance approval of the governors of the districts involved. Invitations to governors to hold multidistrict Rotaract meetings must be accompanied by:

a) information including the date, location, purpose, facilities, program and participants of the proposed meeting;
b) a copy of the anticipated meeting budget with assurance that the sponsors are in a position to and will assume complete responsibility for contractual and financial obligations inherent in the meeting;
c) assurance that the planning and implementation of the proposed meeting will be carried out under the direct supervision of Rotaractors and Rotarians;

2) The host club or district must maintain liability insurance for multidistrict Rotaract meetings with coverage and limits appropriate for the geographic location. Evidence of such coverage must be provided to RI or the governor of any participating district upon request.

3) The district Rotaract representative shall inform the RI director(s) for the zone(s).

26. Leadership Training

a) An effective Rotaract club depends on the guidance, support, and active participation of the sponsor Rotary club(s). Rotarians should be involved in the training of Rotaractors, Rotaract club officers, directors, and committee chairs. Sponsor Rotary clubs

- Should pay for and strongly encourage the attendance of club officers, directors, and committee chairs at all relevant and necessary district-level training meetings
- Should appoint Rotarian mentors to Rotaractors in their sponsored Rotaract clubs
- Should promote multidistrict and international training opportunities for Rotaractors, including the Rotaract Preconvention Meeting

b) An effective Rotaract club also depends on the support of the Rotary district. The district Rotaract representative, in conjunction with the district Rotaract committee chair, the district trainer, the district governor-elect, and the district governor, shall promote Rotaract training needs during planning for district leadership seminars, Rotaract training seminars, and other district events. The district should conduct training of Rotaract leadership in conjunction with presidents-elect training seminars (PETS) and club officer training. The district Rotaract representative should organize a Rotaract district conference to promote service, increase international understanding, enhance professional development, and build friendship and connection. Where possible, the Rotaract district conference should occur in conjunction with the Rotary district conference and include at least one joint session.

The chair of the district Rotaract committee and the district Rotaract representative shall facilitate a one to two-day leadership training seminar for all incoming Rotaract club officers, directors, and committee chairs.

c) The Rotaract Preconvention Meeting brings Rotaractors together to inspire and inform them to develop strong clubs and districts, build international friendships, and enhance the connections between Rotaract and Rotary at an international level. Through a variety of sessions, the preconvention meeting:

- Provides training, encouragement, and motivation to incoming district Rotaract representatives to advance Rotaract in their districts
- Facilitates sharing between Rotarians and Rotaractors, including past club presidents, district Rotaract representatives, and multidistrict leaders as well as those new to Rotaract
- Invites all Rotaractors to grow as leaders and to strengthen their connection to Rotary

Rotary districts shall pay for the attendance of district Rotaract representatives at district, multidistrict, or international leadership training meetings. District governors are encouraged to defray all or part of the costs associated with the attendance of district Rotaract representatives-elect at the Rotaract Preconvention Meeting.

27. Financing the cost of the Rotaract program:

a) All sponsor Rotary clubs must pay a certification fee of US$50 for new Rotaract clubs.

b) Individual Rotaractors shall pay annual membership fees to their Rotaract club to cover the cost of club administration.

c) Any fees, dues or assessments on the membership of any Rotaract club shall be nominal and shall be only for the purpose of covering the cost of administering the club; funds for activities and projects undertaken by Rotaract clubs shall be raised by such clubs apart from such fees, dues or assessments and shall be placed into a separate account. A thorough audit by a qualified person shall be made once each year of all the club's financial transactions.

d) It is the responsibility of the Rotaract club to raise the funds necessary to carry out the program of the club.

e) Rotaract clubs should not make general solicitations for financial assistance from Rotary clubs or from other Rotaract clubs. Sponsor clubs may provide financial support when mutually agreed upon.

f) Contributions to fund district Rotaract service projects must be voluntary and cannot be made enforceable upon the individual Rotaractor or Rotaract club.

g) No part of the expenses of meetings of Rotaract clubs or groups of Rotaract clubs shall be paid by Rotary International, with the exception of the annual Rotaract Preconvention Meeting.

h) Rotary clubs and Rotary district conferences inviting members or Rotaract clubs to participate in the programs of such clubs and conferences should subscribe to sufficient trip, accident and liability insurance to protect the Rotary club or district conference against any possible legal or moral obligation and liability.

i) The district should make provisions to fund the administrative activities of the district Rotaract committee.

28. As a matter of principle, Rotaract clubs are not authorized to assume membership in or merge with other organizations regardless of the purpose of such organizations.

29. Rotaract club presidents shall submit updated membership lists to RI each year no later than 30 September and 31 March through Member Access. These lists shall include the names, e-mail addresses, and gender of each Rotaractor in the club. Rotaract clubs that do not submit updated contact lists to RI in a two-year period will be terminated.

STANDARD ROTARACT CLUB CONSTITUTION

ARTICLE I — Name

The name of this organization shall be the Rotaract Club of Syracuse University.

ARTICLE II — Purpose and Goals

The purpose of Rotaract is to provide an opportunity for young men and women to enhance the knowledge and skills that will assist them in personal development, to address the physical and social needs of their communities, and to promote better relations between all people worldwide through a framework of friendship and service.

Goals

The goals of Rotaract are:

1. To develop professional and leadership skills;
2. To emphasize respect for the rights of others, and to promote ethical standards and the dignity of all useful occupations;
3. To provide opportunities for young people to address the needs and concerns of the community and our world;
4. To provide opportunities for working in cooperation with sponsoring Rotary clubs;
5. To motivate young people for eventual membership in Rotary.

ARTICLE III — Sponsorship

Rotary Club Sponsorship

1. The sponsor of this Rotaract club is the Rotary Club of _____ which, through a committee of its Rotarians, the number of which shall be determined by the club, shall provide guidance and have supportive responsibility for this Rotaract club. The continued well-being of this club shall depend on the continued active personal participation of the sponsoring Rotary club.
2. The basis of organization shall be young men and women who are committed to the goals of the Rotaract program and to building a relationship with the sponsoring Rotary club. Where a university or other institution of higher education is located within the vicinity of the sponsoring Rotary club, the student body of each institution may also be a basis of organization. This club is not a part of, and neither this club nor its members have any rights or privileges with respect to, the sponsoring Rotary club.
3. This club is a non-political, non-sectarian organization.
4. In the event that the sponsoring Rotary club is terminated, the governor of the Rotary district will seek to install another sponsoring Rotary club; if one cannot be found within 180 days, the Rotaract club will be terminated.

ARTICLE IV — Membership

Membership Qualifications

1. The membership of this club shall consist of young men and women of good character and leadership potential between the ages of 18 and 30.* It is recommended, but not mandated, that there be a minimum of 15 charter members when chartering a new club.
2. The method of electing members of this club shall be determined by this club in consultation with the sponsoring Rotary club. The method of electing new members of university-based** Rotaract clubs shall have the approval of the appropriate authorities.
3. Each member of this Rotaract club shall attend at least 60% of the club's regularly scheduled meetings annually, provided that absence from a regularly scheduled meeting of the club may be

*On 30 June of the Rotaract year in which the member becomes 30 years old his/her Rotaract membership will end.
**As used in this constitution, the term "university" is intended to include all institutions of higher education.

made up as follows: any member absent from a regular meeting of this club may make up such absence by attendance at a regular meeting of any other Rotaract club or any Rotary club on any day of the two weeks immediately preceding or following the day of the absence, or attendance and participation in a club service project or a club-sponsored community event or meeting authorized by the board.

4. All Rotary Foundation scholars, who are within the age guidelines adopted by the board for the Rotaract program, shall be eligible for guest Rotaract club membership during the period of their study in another country.
5. Membership shall automatically terminate (a) upon failure to meet attendance requirements unless excused by the board of directors of this club for good and sufficient reason or (b) by termination of the club or (c) on 30 June of the Rotaract year in which the member becomes 30 years old.
6. Membership may be terminated (a) upon failure to continue to meet the qualifications for membership, or (b) for cause, as determined by this club by vote of not less than 2/3 of all the members in good standing.

ARTICLE V — Meetings

Bimonthly Meetings

1. The club shall meet not less than twice per month, as provided in the by-laws, at a time suited to the convenience of the members.
2. The board of directors shall meet as provided in the by-laws.
3. Rotary International recommends each sponsoring Rotary club to designate one or more members of its club to attend the meeting(s) of its Rotaract club(s) at least once a month.
4. Meetings of the club and of the board of directors may be cancelled during holiday or vacation periods at the discretion of the board of directors. The board may cancel a regular meeting if it falls on a legal holiday or in case of the death of a club member, an epidemic, a disaster affecting the whole community, or an armed conflict in the community that endangers the lives of the club members. The board may cancel not more than four regular meetings in a year for causes not otherwise specified herein provided that this club does not fail to meet for more than three consecutive meetings.
5. Minutes of the meetings of the club and board of directors shall be provided to the chair of the sponsor Rotary club's Rotaract committee within two weeks after each meeting is held.

ARTICLE VI — Officers and Directors

Governing Body

1. The officers of this club shall be a president, vice-president, secretary, treasurer and such additional officer(s) as may be provided in the by-laws.
2. The governing body of this club shall be a board of directors composed of the president, immediate past president, vice-president, secretary, treasurer, and additional directors whose number shall be determined by this club, all to be elected from among the members in good standing. All decisions, policies, and actions of the board and of the club shall be subject to the provisions of this constitution and policy established by Rotary International and its members.

   If university-based, this club shall be subject to the same regulations and policies established by the appropriate authorities for all student organizations and extracurricular activities of the university.

   The board of directors shall have general control over all officers and committees and may, for good cause, declare any office vacant. It shall constitute a board of appeals from the rulings of all officers and actions of all committees.
3. Elections of officers and directors shall be held annually prior to 1 March by methods compatible with local customs and procedures, but in no case shall more than simple majority of the members present and in good standing be required for elections.

The term of office of all officers and directors shall be one year. No provisions shall be made for a term of office shorter than one year except with the permission of the sponsoring Rotary club.

4. All incoming Rotaract club officers, directors, and committee chairmen shall be provided with leadership training from the district Rotaract committee.

ARTICLE VII — Activities and Projects

Objective

1. Within the limits prescribed in Section 1 of Article III, this club shall be responsible for planning, organizing, financing, and conducting its own activities and shall itself supply money, labor, and creative imagination necessary thereto, except in the case of joint projects or activities undertaken in cooperation with other organizations, such responsibility shall be shared with such other organization(s).
2. This club shall undertake among its activities at least two major service projects annually, one to serve the community and the other to promote international understanding, and each shall involve all or most of the members of the club.
3. This club shall provide for a professional development program for its members.
4. It is the responsibility of the club to raise the funds necessary to carry out its program. It shall not solicit or accept more than occasional or incidental financial assistance from the sponsoring Rotary club, nor shall it make general solicitations from Rotary clubs other than its sponsoring Rotary club or from other Rotaract clubs; nor shall it solicit financial assistance from individuals, businesses, or organizations in the community without giving something of value in return. All funds raised for service projects must be expended for that purpose.

ARTICLE VIII — Committees

Committees

1. There shall be provided in the by-laws of this club the following standing committees; club service, international service, community service, professional development, finance, and such other standing committees as may be deemed necessary or convenient for the administration of the club.
2. The president, with the approval of the board, may appoint such special committees as he/she may deem necessary, citing their duties at the time of appointment. All such special committees shall lapse upon the completion of their duties, upon discharge by the appointing president, or with the end of his/her term of office, whichever occurs first.

ARTICLE IX — Fees

Fees

1. Each sponsoring Rotary club upon organization of a new Rotaract club shall be required to pay an RI Rotaract organization fee equivalent to US$50 with the "Rotaract Club Certification Form."
2. Any fees, dues, or assessments on the membership of the club shall be nominal and shall only be for the purpose of meeting the administrative costs of the club. Funds for activities and projects undertaken by the club shall be raised apart from such fees, dues, or assessments and shall be placed into a separate account. A thorough audit by a qualified person shall be made once each year of all the club's financial transactions.

ARTICLE X — Acceptance of Constitution and By-Laws

Constitution

Every member of the club, by acceptance of membership, thereby accepts the principles of Rotaract as expressed in its purpose and goals and agrees to comply with the constitution and by-laws of this club, and on these conditions alone is entitled to the privileges of the club. No member shall be absolved from the observance of the constitution and by-laws on the plea that a copy of them has not been received.

ARTICLE XI — Standard By-Laws

Standard By-Laws

The club shall adopt the "Standard Rotaract Club By-Laws," together with such amendments as are not inconsistent with this constitution and which may be deemed necessary or convenient for the government of the club, provided that such amendments are adopted in accordance with the amendment procedure prescribed in the "Standard Rotaract Club By-Laws."

ARTICLE XII — Rotaract Emblem

Rotaract Emblem

1. The Rotaract emblem shall be preserved for the exclusive use and benefit of Rotaract club members. Each member of this club shall be entitled to wear or otherwise display the Rotaract emblem in a dignified and appropriate manner during the period of membership. Such entitlement shall be relinquished upon termination of membership or termination of this club.
2. When displayed by individual club members, the emblem may be used without further information. When the emblem is used to represent a club, the name of the club should appear with the emblem.

ARTICLE XIII — Duration

Duration of Club

This club shall exist so long as it continues to function in accordance with the provisions of this constitution and policy relating to Rotaract established by Rotary International, or until it is terminated (a) by this club upon it own determination and action, (b) by the sponsoring Rotary club upon withdrawal of its sponsorship, after consultation with the district governor and district Rotaract representative, or (c) by Rotary International for failure to function in accordance with this constitution or for other cause.

Upon termination of this club, all rights and privileges relating to the Rotaract name and emblem shall be relinquished by the club and by its members individually and collectively. The Rotaract club shall relinquish all financial assets to the sponsoring Rotary club.

ARTICLE XIV — Administration

Amendment

The constitution may be amended only by the Board of Directors of Rotary International and all amendments to the "Standard Rotaract Club Constitution" adopted by the Board of Directors of Rotary International shall automatically amend the Constitution.

STANDARD ROTARACT CLUB BY-LAWS

By-Laws of the Rotaract Club of Syracuse University.

ARTICLE I — Elections

Voting Method

1. Election for the offices of president, vice-president, secretary, treasurer, and directors shall be held annually prior to 1 March. A Rotaract club year is the same as a Rotary club year. Those elected shall take office on 1 July.
2. Nominations of officers shall be made in writing. Candidates shall be voted upon at the regular meeting following the meeting at which nominations are made. Voting shall be by secret ballot. Those candidates receiving a majority of the votes of the members present and in good standing shall be elected.
3. In addition to president, vice-president, secretary, and treasurer there shall be elected directors.

ARTICLE II — Duties of Officers

Official Duties

1. President. The president shall preside at all regular and special meetings of the club and the board of directors. He/she shall, with the approval of the board, appoint all standing and special committees and, in the event of a vacancy in the board of directors, shall, with the approval of the board, fill such vacancy by appointment until the next regular election of the club. He/she shall be an ex officio member of all committees. He/she shall maintain communication with the sponsor club and the district Rotaract representative to ensure they are continually informed of all actions taken by the club.
2. Vice-President. The vice-president shall succeed to the office of president in the event or removal of the latter for whatever cause, and, in the absence of the president, shall preside at all meetings of the club and of the board.
3. Secretary. The secretary shall maintain all club records, He/she shall keep minutes of all the meetings of the club and board of directors, and provide copies of such to the chair of the sponsor Rotary club's Rotaract committee.
4. Treasurer. The treasurer shall have custody of all club funds, maintaining all necessary records and depositing all such funds in a bank approved by the board of directors. He/she shall report on the club's financial status at each meeting of the club and shall hold all records available for inspection by any club member. All disbursements shall be by check and with the signature of two authorized officers.

ARTICLE III — Meetings

Quorum Requirement

1. Meetings of the club shall be not less than twice a month, and meetings of the board not less than once a month, at a time suited to the convenience of the membership.
2. A majority of the members in good standing shall constitute a quorum at any regular or special meeting of the club. Any four members of the board, one of whom must be the president or vice-president, shall constitute a quorum at any meeting of the board.

ARTICLE IV — Fees and Dues

Fees and Dues

1. The admission for the new members shall be ___. Annual dues shall be ___ per member.
2. All fees and dues must be paid before a member will be considered in good standing.

ARTICLE V — Committees

Committee Duties

The president, with the approval of the board of directors, shall appoint the following standing committees:

1. Club service. This committee shall be responsible for attendance, membership, programs, fellowship, public relations, and such other matters as may be deemed appropriate.
2. International service. This committee shall be charged with primary responsibility for enhancing knowledge and understanding of worldwide needs, problems, and opportunities and developing activities to give service for promoting international understanding and goodwill toward all people.
3. Community service. This committee shall have responsibility for enhancing knowledge and understanding of community needs, problems and opportunities, and for formulating and developing appropriate activities for serving the community (including the university community).
4. Professional development. This committee shall be responsible for developing a program designed to provide information about a wide cross-section of businesses and professions and to stimulate awareness and acceptance of high ethical standards in business and professional life.
5. Finance. This committee shall devise ways and means of financing any and all club activities requiring funds, in cooperation with the appropriate committee.

The international service and community service committees shall each have the duty of initiating and planning one major activity in its field each year which shall involve all or most of the club membership.

ARTICLE VI — Amendments

Amendments

1. These by-laws may be amended by majority vote of the members in good standing at any regular or special meeting of the club at which a quorum is present, provided notice of intention to call such a vote is given at least fourteen days earlier at a meeting of the club at which a quorum is present, and provided such amendment is approved by the sponsoring Rotary club.
2. Nothing in these by-laws shall contravene any provision of this club's constitution.

The Board regularly reviews and amends, as necessary, the *Rotaract Statement of Policy*, *Standard Rotaract Club Constitution*, and *Standard Rotaract Club Bylaws*.

The *Standard Rotaract Club Constitution* and *Standard Rotaract Club Bylaws* are subject to change by the RI Board of Directors. Please refer to the RI website for the most recent policy:
www.rotary.org/RIdocuments/en_pdf/661en.pdf

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SYRACUSE UNIVERSITY BY-LAWS

Supplementary by-laws of the Rotaract Club of Syracuse University for the need of Syracuse University Office of Students Activities.

ARTICLE I — Advisor

1. Selection of Advisor
    a. Advisors will be selected by executive board.
2. Qualifications
    a. Aware of the goals and mission of the club.
    b. Willing to be advisor for one academic year.
    c. Able to attend weekly meetings.
3. Terms of Office
    a. Advisor must serve for at least one academic year.
    b. If advisor fails to meet the required responsibilities and expectations held of them, the executive board may review the advisor's status and, if necessary, find a new advisor.
    c. New/replacement advisors will be selected by mutual agreement among executive board.
4. Roles and Duties of an Advisor
    a. Provide advice when called upon or when the situation warrants.
    b. Regularly attend general and executive board meetings.
    c. Serve as a resource for planning and organizing as well as knowledge of the campus community.
    d. Become familiar with allocation of money and resources within the club.
    e. Familiar with purpose and structure of club by reviewing constitution.
    f. Explain and enforce university policies when necessary.
    g. Attend group activities and functions when necessary.
    h. Function as a liaison between the organization and the campus administration and assist the group in developing an ongoing relationship with the university.
    i. Supervise the transition of officers and assist in new officer training and leadership development.
    j. Mediate interpersonal conflicts when necessary.
    k. Maintain a relationship with the executive board and the supporting Rotary Club.

ARTICLE II – Organization Consultant

1. Every student organization is assigned an organization consultant out of the Office of Student Activities. The Office of Student Activities reserves the right to assign and change the organization's assigned organization consultant. The appointed person will be a professional staff member out of the Office of Student Activities and will act as a resource and guide to the organization in the program planning process.

ARTICLE III – Membership Eligibility

1. Executive Board Eligibility
    a. Only ESF/SU students can hold executive board positions
    b. GPA Requirement - 2.5 for Executive Board member and 3.0 for President
2. Membership Eligibility
    a. Any SU/ESF student

b. GPA requirement of a 2.0 or higher
c. Associate members
    i. Faculty, staff, and community members of SU/ESF.
    ii. May attend meeting, speak at meetings as members of the audience, and assist with program events under the supervision of an active member.
    iii. May no hold the office, vote, or otherwise conduct official organizational business, nor solicit funds on behalf of the organization.

Article IV - Elections of the executive board

1. ⅔ of the club must attend a meeting to vote.
2. Postpone election if it cannot take place the planned date.
3. All members will be notified by email the time and place of the election.

Article V - Meetings

1. Meetings should be regular and casual
2. Board of directors must attend every meeting
    a. In the absence of the president, the vice-president must take over president's duties.
3. At the beginning of each new semester, as a club we will decide a time and day for the meetings.
4. ⅔ of members should be present to be eligible to vote
    a. If quorum is not met, members will be able to vote via email to make the proceedings of the meeting valid.
    b. Members will vote on a forum.
5. Secretary will be responsible for meeting minutes and other records vital for the organization's success.
    a. The records will be stored on a shared online drive with the rest of the executive board and the advisor.

Article VI – Impeachment

1. Grounds for Removal
    a. If an executive board member violates any expectations and requirements made clear in the constitution, both general members and the executive board may vote to impeach them.
    b. Only executive board members may initiate the removal of an executive board member, but general members may voice concerns.
    c. Quorum for removal of executive board member must be 90% of votes in favor, with a minimum of 10 members present. If quorum is not met, vote for removal may be postponed until the next meeting.
2. Procedure for Impeachment
    a. The process for removal of an executive board member is as follows:
        i. Charge or complaint brought against an individual.
        ii. Evidence to support complaint presented.
        iii. Individual given opportunity to argue a defense and offer counter evidence.
        iv. Vote is taken. Secret written vote will be required for removal.
3. Procedure for Appeal of Impeachment
    a. An impeached member has until the next scheduled club meeting to appeal the decision.
    b. A written petition with clear reasoning is required for appeal.
    c. The appeal process is overseen by the entire executive board.

Article VII – Constitutional Amendments

1. Any member of the club can propose a constitutional amendment. At any point an amendment can be proposed. It must be written and verbally brought up during a meeting.
    a. An introduced amendment should be voted on during the next meeting
    b. ⅔ of the members must be present to affirm a proposed amendment
    c. Executive board should be present for adoption of the amendment
    d. ⅔ of the votes are required for affirmation
2. Ratification of new constitution
    a. ⅔ of the votes are required for ratification
    b. A newly ratified constitution goes into effect upon ratification

Article VIII – Not-for-Profit Statement

1. This is not-for-profit organization.

ARTICLE IX – Financial Obligation

1. A majority of voting members of this organization may determine reasonable dues and fees assessed to each member at the beginning of each semester. A specific member or members, designated by this organization shall be responsible for payment in full of all debts accumulated by the organization not covered by funds on deposit.

ARTICLE X – Statement of Non-discrimination

1. The University does not discriminate and prohibits harassment or discrimination related to any protected category including creed, ethnicity, citizenship, sexual orientation, national origin, sex, gender, pregnancy, disability, marital status, political or social affiliation, age, race, color, veteran status, military status, religion, sexual orientation, domestic violence status, genetic information, gender identity, gender expression or perceived gender1.

ARTICLE XI – Statement of Non-Hazing

1. This organization will not conspire to engage in hazing, as defined by New York Penal Law 120.16 and New York Penal Law 120.17, or commit any act that causes or is likely to cause bodily danger, physical harm, or personal degradation or disgrace resulting in physical or mental harm to any fellow student or person attending the institution.