RING Constitution
Revised October 1, 2009

Mission Statement:
Lesbian, bisexual, gay, transgender, and allied students often face harassment, hostility, and invisibility in residence halls on campus. A supportive network of LGBTA people and allies will help combat homophobia, heterosexism, and isolation these students frequently experience.

This organization seeks to unite LGBTA residents and allies in MSU’s North Complex (Mason-Abbot, Snyder-Phillips, and Shaw Halls) and the student body as a whole, to help meet the social, educational, and cultural needs of this target group while promoting equality, advancing support of diversity, and addressing social issues on campus. To this end, we organize ourselves to attain the following objectives: to increase inclusive programming on campus; to help educate all residents, including ourselves, on a variety of diversity issues, with a specific focus on LGBTA concerns; to address all forms of discrimination and social issues in North Complex and on campus through programs and discussion; and to become a strong organization so that we can provide support and defend the rights of all LGBTA students and allies of North Complex and across campus.

RING shall not discriminate on the basis of sex; age; ethnicity; color; gender identity, expression, or characteristics; disability status; marital status; national origin; political persuasion; race; religion; sexual orientation; size; veteran status; or weight.

RING and its members will operate in good faith and without bias at all events, meetings, and internal workings of the organization.

Article I: Name
Respecting Individuals on Neutral Grounds (RING)

Article II: Purpose
The purpose of RING is to provide a support network for lesbian, bisexual, gay, transgender, and allied students of North Complex; to address all forms of discrimination and social issues in residence halls and on campus; to provide a forum to address social issues in residence halls and on campus; and to provide inclusive social and educational programs for all students living in the residence halls.
Article III: Membership

A.) Any person who identifies as lesbian, bisexual, gay, transgender, or an ally, and who agrees to follow the RING mission statement, either verbally or non verbally, is eligible to become a general member.

B.) Any person who fulfills the requirements outlined in Article III, section A., and is an undergraduate MSU student is eligible to become an official member of RING and may become an executive board member. Candidates for the executive board must also exemplify maturity, responsibility, and positive role modeling.

Article IV: Organization and Structure

A.) The executive board members, along with the general membership, shall hold legislative power and authority. The executive board members must take into account the wishes of the general and voting membership when planning events. The executive board will make final decisions on programs and activities through consensus or voting.

B.) The executive board shall consist of a President, Vice President, Treasurer, Secretary, PR Coordinator, RHA Representative, Shaw Hall Senator, Mason-Abbot Hall Government Representative and Snyder-Phillips Hall Government Representative.

C.) The advisor to RING shall be appointed an adviser from the residence hall professional or graduate staff of Mason-Abbot, Snyder-Phillips, or Shaw Halls.

D.) The executive board members shall respond to any RING related inquiry or request within 48 hours of receiving said inquiry or request.

E.) Should any third party wish to solicit RING funds, it is required that said third party present their request to at least three-fourths of the executive board, after which the executive board will discuss the request, absent of the third party, and vote on said request. If the executive board cannot reach a majority vote, the request shall be brought to the general assembly to vote upon.

G.) All executive board positions shall be elected by a majority of voting members.

Article V: Duties

A.) The President shall...

1.) Preside over all RING meetings.

2.) Prepare an agenda for all RING general assembly and e-board meetings.

3.) Serve as an official representative of RING at all university functions as requested, including the Coalition of LGTQA Student Leaders.

4.) Delegate responsibility as deemed necessary.

5.) Serve as co-signer with the Treasurer or Advisor on all monetary transactions dealing with RING funds.

6.) Have the responsibility of arranging executive board meetings.

7.) Determine the need for and set an emergency meeting at the convenience of the members of the executive board.

8.) Have the authority to vote on all issues.
9.) Attend any training necessary for the position
10.) Have the authority to vote on all issues

B.) The Vice President shall...
1.) Serve as chief coordinator on all RING ad-hoc committees
2.) Assume the duties of the President in their absence
3.) Have the authority to vote on all issues
4.) Attend any training necessary for the position
5.) Document and photograph notable RING meetings and events for posterity
6.) Serve as an official representative of RING at all meetings of the Coalition of LBGTQA Student Leaders as needed

C.) The Treasurer shall...
1.) Keep a financial record of all allocations, debts, balances, etc.
2.) Present a report for RING members and executive board members at any meeting upon request
3.) Present a report for any executive board member within 48 hours after that request
4.) Serve as co-signer with the President or Advisor on all monetary transactions dealing with RING funds
5.) Have the authority to vote on all issues
6.) Attend any training necessary for the position
7.) Submitting reimbursement forms and acting as an RHA finance office liaison

D.) The Secretary shall...
1.) Keep minutes at all RING meetings executive board meetings
2.) Have the authority to vote on all issues
3.) Attend to any training necessary for the position
4.) Maintain the RING e-mail account and Facebook group
5.) Send out electronic messages notifying members of upcoming events and activities at least 24 hours prior to the event as requested by the e board

E.) The RHA Representative shall...
1.) Serve as the voting representative for RING on the RHA General Assembly
2.) Attend all regular RHA General Assembly and committee meetings
3.) Fulfill RHA requirements for sitting on the RHA General Assembly
4.) Present a report for RING members and the executive board at any meeting upon request
5.) Have the authority to vote on all issues
6.) Attend to any training necessary for the position

F.) All Senators/Hall Government Representatives shall...
1.) Serve as the primary liaison between Senate/Hall Government and RING
2.) Attend all Senate/Hall Government meetings in a timely manner
3.) Fulfill requirements for sitting on the Senate/Hall Government
4.) Produce a verbal report to both RING and the respective Senate/Hall Government of each organization’s proceedings.
5.) Have the authority to vote on all issues
G.) The Public Relations Officer shall...
1.) Update all RING bulletin boards and replace outdated information in a timely manner
2.) Oversee the distribution of flyers in all North Complex halls regarding the events at least 4 days prior to an event
3.) Act as an official RING representative when needed
4.) Have the authority to vote on all issues
5.) Attend to any training necessary for the position

H.) The RING advisor shall...
1.) Act in advisory capacity to RING
2.) Attend and play an active role in RING meetings and events
3.) Count and record all necessary votes
4.) Monitor the election process
5.) Serve as a cosigner with the President and Treasurer on all monetary transactions dealing with RING funds
6.) Ensure the distribution of keys to the advisor, the president, and the Phillips front disk; including keeping the list of who can check out the key at the front desk up to date

I.) All duties may be shared or transferred to another executive board member at the President or advisor’s discretion.

J.) In the case that the Vice President or other executive board members do not have the skills needed to maintain the RING website, a separate Webmaster may be appointed at the executive board’s discretion.

Article VI: Elections

A.) Executive board members will be elected by a majority of voting members.
B.) Each office shall be elected in a prescribed sequence at every regular election. The president shall be elected, followed by the Vice President, followed by the Treasurer, followed by the Secretary, followed by the RHA Representative, followed by the Public Relations Officer, followed by any additional positions created, in the order they were created.
C.) Regular elections shall be held during the last month of Spring Semester, positions not yet filled shall be filled within the first month of the following fall semester or as soon as possible thereafter.
D.) Each candidate present will be given between three and five minutes to address the membership, followed by a questioning period until all candidates for each position have presented. This is followed by a general discussion, with candidate(s) not in attendance, as to the qualities of the candidates based upon the issues addressed in the candidates’ speeches and questioning periods. Ballots will be distributed to all eligible members. This process will be carried out for each position in the order stated in Article IV, Section B
Any positions that become vacant during the academic year will be filled through an election within two weeks of the vacancy.

A voting member is defined as any member who has attended two or more meetings within the past six weeks. This attendance does not include the meeting in which the voting is to take place.

All voting members are entitled to one vote for the election of each position, and must be present at the election meeting in order to vote. However, only under certain circumstances, members who wish to vote in absentia may do so by means of a sealed envelope containing their vote. This envelope must be given to a member of the executive board before the meeting at which the voting is to occur. The envelope may not be opened before all other votes are collected.

Voting members may vote “no confidence” should they feel no preference over the candidates or do not feel comfortable electing the single candidate running. Should a majority “no confidence” vote be reached, the election process will start over for that position, beginning with nominations.

The advisor shall closely monitor the entire election process, tally ballots, and announce election results.

In order to be eligible to run for a position, nominees must be eligible to vote.

Nominations for all positions shall remain open until immediately prior to the speech and Q&A session for each position.

At the beginning of the meeting the election is to take place, RING shall enter a closed session, during which anything stated cannot be addressed outside of the session.

Candidates not able to attend elections must notify the e-board at the time of acceptance of their nomination, including a contact e-mail at which GA members can send questions to the candidate that the candidate is obligated to answer.

**Article VII: Impeachment**

A.) Reasons:
1.) Failure to follow the RING mission statement.
2.) Not fulfilling duties or obligations required in the capacity of the office held.
3.) Poor role-modeling, to be agreed upon by a majority of the executive board.
4.) Any act of theft or embezzlement involving RING funding or property.

B.) Process of Impeachment:
1.) The officer in question shall be formally informed in writing of the grievances drawn up against them. The officer shall have the opportunity to resign before the impeachment process begins, and an announcement of the resignation will be posted to every RING member and the impeachment process will end.
2.) Announcement of grievances and the vote on impeachment must be posted to every voting member of RING a minimum of 7 days prior to the vote.
3.) The advisor shall closely monitor the entire impeachment process.

C.) Removal from office:
1.) If an officer is impeached, another motion will be immediately entertained for their removal from office. The vote shall be conducted in a confirmation format or by petition. Majority of those voting members present at the impeachment meeting will determine the outcome. The Advisor will record the vote. If passed, the person is to vacate their office immediately and lose all rights and privileges of said office.

2.) If the vote fails, the officer shall remain in office and retain all rights and privileges of said office. The impeachment process will then end.

Article VIII: Amendments

A.) Amendments to the RING constitution must be presented in writing to the RING executive board one week prior to a RING meeting for the purpose of revision and inclusion in the agenda.

B.) Amendments to the constitution can only be approved by a two-thirds majority of executive board members. The amendment becomes effective either immediately upon its passing.

C.) The creation of executive board positions is considered a constitutional amendment and follows the same procedure.

D.) The General Assembly must be notified of proposed constitutional changes via e-mail one week before the e-board is to vote on said changes so as to allow input to be given if desired.

Article IX: Grievance Procedures

A.) Personal grievances may be submitted in writing or in person to one of the members of the executive board. The executive board member handling the grievance will be responsible for contacting all parties involved and finding a mutually agreed upon mediator. If no proper mediator can be found within RING, consider contacting the LBGT Resource Center senior-staff or North Complex Residence Life senior-staff.

B.) The executive board shall review the decisions of the mediator and implement them in accordance with the procedures of RING as laid out in this constitution.

Article X: Meetings

A.) The meetings and locations for RING shall be established by a majority of executive board members at the beginning of each semester.

B.) The agenda of the meeting should follow a casual “family-style” format.

This, constitution of RING, was conceived by and for its members for the welfare, understanding, and guidance of the organization.