**Constitution**

*Article l –*

Section1-

Name: College of Nursing Student Ambassadors

Section 2 –

Purpose: The College of Nursing Student Ambassadors assist in recruitment, retention, and outreach activities through the diversity office in Student Affairs.

Objectives:

1. To recruit high school students to the College of Nursing through participation in Open Houses, and Undergraduate Admissions First Year Experience (UAFYE) events.
2. To inform potential graduate students visiting the College of Nursing about the Graduate Program through one-on-one discussions.
3. To provide outreach to diverse high school and middle schools students through classroom presentations about nursing as a career.
4. To provide outreach activities to prospective diverse students through participation in events hosted by the Office of Minority Affairs.
5. To interact with alumni during annual fundraisers and events.
6. To provide tutoring and group study sessions to current students in the College of Nursing.

Section 3 - Non-Discrimination Policy:

*This organization and its members shall not discriminate against any individual(s) for reasons of age, color, disability, gender identity or expression, national origin, race, religion, sex, sexual orientation, or veteran status.*

*Article II - Membership: Qualifications and categories of membership.*

To gain voting membership, students must complete the Student Ambassador application, attend the initial training, and commit to four recruitment, retention, or outreach activities per year.

*Article III - Organization Leadership: Titles, terms of office, type of selection, and duties of the leaders.*

The term of office for all leaders is one academic year. Leaders will be elected by voting members.

**President:** responsible for recruiting and retaining Undergraduate Student Ambassadors. The President will create marketing materials, schedule and moderate meetings, arrange social activities and leadership workshops, and maintain current records for the SOURCE.

**Vice President:** responsible for taking and distributing meeting minutes, and posting all events on-line. The Vice President will e-mail ambassadors prior to each event. In addition, the Vice President will solicit volunteer tutors for all undergraduate students that are struggling academically.

**Outreach Coordinator**: responsible for coordinating all presentations to diverse high school and middle school students. The Outreach Coordinator will contact schools, arrange presentations, solicit volunteers, and distribute presentation materials to the presenters.

**Treasurer:** responsible for balancing the College of Nursing Student Ambassadors’ budget and recording all financial transactions.

**Graduate Student Representative:** responsible for recruiting and retaining all Graduate Student Ambassadors and soliciting volunteer tutors for all Graduate students that are struggling academically.

*Article IV - Executive Committee (if needed):* The Executive Committee consists of the President, Vice President, Outreach Coordinator, Treasurer, Graduate Student Representative, and Advisor.

*Article V - Standing Committees (if needed): N/A*

*Article VI – Method of Removing Officers and Members.*

General members and elected or appointed leaders should be expected to meet certain standards and conduct themselves in a way that reflects well on the organization. In the event that a member or leader does not meet those expectations, the organization should have procedures in place for objectively considering the member’s or leader’s probationary membership status or removal from the organization. The process described in the constitution should specify which body conducts this review and ultimately makes the decision. It should be noted that the organization’s non-discrimination policy should protect members from removal based on those listed statuses.

*Article VII – Advisor(s) or Advisory Board: Qualification Criteria.*

The Advisor is the Coordinator for Diversity Recruitment and Retention in the College of Nursing. The Advisor will be responsible for identifying and promoting recruitment, outreach, and retention activities. The Advisor will attend all meetings.

*Article VIII – Meetings of the Organization: Required meetings and their frequency.*

Student Ambassadors will be required to attend all meetings, and if they are unable to attend, they must meet individually with the advisor or president. Meetings will be held monthly.

*Article IX – Method of Amending Constitution: Proposals, notice, and voting requirements.* Proposed amendments should be in writing, should not be acted upon but read in the general meeting in which they are proposed, should be read again at a specified number of subsequent general meetings and the general meeting in which the votes will be taken. Approval should require at least two-thirds of voting members present.

*Article X – Method of Dissolution of Organization*

There must be a majority vote by members for dissolution of the organization. Should any organization assets exist; the Student Ambassador group will donate the funds to The College of Nursing’s diversity recruitment events. If debt exists, board members will arrange a fundraiser.