

Undergraduate History Association Constitution:

Organization name: The Undergraduate History Association

Mission: The Undergraduate History Association seeks to increase engagement with the discipline of history among undergraduate students through panels, social events, networking events, and discourse. Furthermore, UHA seeks to increase engagement between the history department itself and the JHU community at large. This organization is open to everyone, including those who are not declared majors/minors.

Guidelines:

1. Participate in activities promoted by the History department and hold our own events to further engagement with undergraduate students and foster awareness
2. Utilize the myriad of academic research that is conducted within the History program to bring to attention the historical and present day topics pertaining to the field
3. Inform JHU students about student opportunities and courses offered by the History program

Purpose of the organization:

1. Support undergraduates in the history program and make sure they have all the departmental resources they need to succeed, by:
 - a. Pushing for undergraduate involvement in departmental governance;
 - b. Advocating for undergraduate involvement in course development;
 - c. Creating deeper ties between and among undergraduates within the department;
2. Further engagement between the history department and the JHU community as a whole, by:
 - a. Encouraging history professors to extend research opportunities to undergraduates and making such opportunities easily accessible to students, e.g. through ForagerOne
 - b. Highlighting what history professors are currently studying/publishing to increase awareness of the history department as a whole
 - c. Encouraging history professors to get involved with university-wide events, e.g. the freshmen banquet or the Common Question
3. Further students' understanding of history outside of undergraduate academics by:
 - a. Highlighting the careers that people have gone on to do using a history degree
 - b. Highlighting organizations in which history and historical knowledge plays a significant role

Membership

I. Requirements

1. No special membership requirements. Students can simply indicate interest to join the club at any time.

II. Membership Eligibility

1. Membership is limited to currently enrolled Johns Hopkins University undergraduate students. No hazing or discrimination will be used as a condition of membership in this organization.

III. Active Membership Status

1. An active member is a member who attends our bi-weekly meetings, helps promote material produced by the board, and engages with other students.

IV. Revocation of Membership:

1. If the board believes a member needs to be removed from the organization, or if the member would like to be removed, a legitimate reason must be determined for the termination of membership.

V. Appeal Process

1. If the termination is instigated by the board, the reason must be communicated to the member being terminated and the member must be given 48 hours to appeal that decision whether in-person or via email to the board.

Officers

VI. Eligibility

1. Anyone who has been a part of the organization for more than a semester is eligible to run for office

VII. Titles and Duties

1. The President shall: oversee the entire board and its organization
2. The Vice President shall: help the President oversee the organization as a whole
3. The Secretary shall: take meeting notes and communicate with executive board members who miss meetings
4. Treasurer shall: communicate with the department to figure out budgeting for events held under the program.

Selection of Officers, Including:

VIII. Eligibility to Vote

1. Every member who is present at a meeting in which a voting process takes place is eligible to vote. We will inform members beforehand when we will have elections.

IX. Nomination Process

1. The nomination of officers shall occur at the first meeting held in September. Any member may nominate an eligible member (as defined by Article 6, Section 1) including themselves by verbally nominating the member during the meeting.

X. Election Process

1. Officers will be elected at the second meeting in September. Members will participate in a live interview of candidates and will then vote on their preferred candidates for each position
2. If an eligible member contests the count the faculty advisor and the highest-ranking officer not running for office will recount all votes. In the event of a tie, the President shall cast the deciding vote for office unless he/she is running for the said office. In that case, the next highest-ranking officer shall make the deciding vote.

XI. Term of Office

1. The term of office is one year
2. There is no term limit for re-election.

Officer Vacancies, Including:

XII. Removal of Officers

1. If the board believes an officer needs to be removed from the organization, legitimate reason must be determined for the termination. If the termination is instigated by the board, the reason must be communicated to the officer being terminated and the officer must be given 48 hours to appeal that decision whether in-person or via email to the rest of the board.

XIII. Resignation

1. If a board member decides to resign, resignation must be communicated verbally at the next board meeting and also in written format to the UHA email within 24 hours of that meeting.
2. Ongoing projects and other responsibilities should be communicated to the Secretary.

XIV. Filling Vacant Officer Positions

1. Nomination for the position shall be held at the next meeting after resignation has been declared. And the election shall be held during the second meeting after the resignation has been declared.
2. Nomination and election processes shall follow what has been described in Articles 9 and 10.

Advisor

XV. Advisor Responsibilities

1. The advisor has no voting rights

2. The advisor helps the board with connecting with the History Department and also advises on any major events to be held.

XVI. Nomination and Role

1. Advisors are elected in one year terms. There is no term limit for the advisor role
2. Nomination shall occur during the first meeting held in September. Any member of UHA can nominate an advisor.
3. Plurality voting shall occur during the second meeting held in September to determine the advisor

XVII. Removal and Replacement

1. If a majority of the Executive Board votes to remove the advisor, the advisor shall be notified via email within 24 hours of the vote.
2. After removal, the nomination and election process must be initiated at the next meeting.

Finances

XVIII. Description

1. No dues will be required.

XIX. Spending the Organization's Money

1. All spending must be authorized by the President or the Treasurer.

XX. Dissolution of the Organization

1. In the case of dissolution, all funds will be returned to the History Department.

Publications

XXI. Compliance

1. University Posting Policy Compliance: All advertisements of the organization must comply with the University Posting Policy (<http://www.posting.fsu.edu/>).

XXII. Approval

1. All publications must be approved by the President or the Vice President prior to distribution.

Amendments

XXIII. Amendment Process

1. The guiding document will be reviewed each semester. If there are necessary updates, majority agreement is required within the board for proposed changes to go through.