

**CONSTITUTION OF THE FIRST GENERATION ORGANIZATION  
AT THE UNIVERSITY OF FLORIDA  
Amended Tuesday, September 8, 2015**

**ARTICLE I      NAME**

The name of this organization shall be the First Generation Organization, hereafter abbreviated FGO.

**ARTICLE II      PURPOSE**

The First Generation Organization exists to:

- A. Build a community between first-generation college students
- B. Prepare students for life after college
- C. Give back to the Gainesville community, the University of Florida and the global communities at large
- D. Enriching its members by providing opportunities for self-awareness, academic support and leadership development
- E. Create programs and events that stimulate involvement at the University of Florida and the Gainesville community.

**ARTICLE III      COMPLIANCE STATEMENT**

Upon approval by the Department of Student Activities and Involvement, the First Generation Organization shall be a registered student organization at the University of Florida. The First Generation Organization shall comply with all local, state and federal laws, as well as all University of Florida regulations, policies, and procedures. Such compliance includes but is not limited to the University's regulations related to Non-Discrimination, Sexual Harassment (including sexual misconduct, dating violence, domestic violence, and stalking), Hazing, Commercial Activity, and Student Leader Eligibility.

**ARTICLE IV.      UNIVERSITY REGULATIONS**

***Section A. Non-Discrimination***

The First Generation Organization agrees that it will not discriminate on the basis of race, creed, color, religion, age, disability, sex, sexual orientation, gender identity and expression, marital status, national origin, political opinions or affiliations, genetic information or veteran status as protected under the Vietnam Era Veterans' Readjustment Assistance Act.

***Section B. Sexual Harassment***

The First Generation Organization agrees that it will not engage in any activity that is unwelcome conduct of sexual nature that creates a hostile environment.

***Section C. Hazing***

The First Generation Organization agrees that it will not initiate, support, or encourage any events or situations that recklessly, by design, or intentionally endangers the mental or physical health or safety of a student for any purpose including but not limited to initiation or admission into or affiliation with any student group or organization.

***Section D. Responsibility to Report***

If this organization becomes aware of any such conduct described in this article, the First Generation Organization will report immediately to Student Activities and Involvement, the Director of Student Conduct and Conflict Resolution, or the University's Title IX Coordinator.

**ARTICLE V MEMBERSHIP**

Membership in this organization is open to all enrolled students at the University of Florida. Non-students, spouses, faculty, and staff may be associate members; however, they may not vote or hold office. All members and associate members are free to leave and disassociate without fear of retribution, retaliation, or harassment.

**ARTICLE VI OFFICERS**

***Section A:*** The FGO Executive Board shall consist of the following elected officers:

- a. President
  - b. Vice President of Internal Affairs
  - c. Vice President of External Affairs
  - d. Vice President of Programming
  - e. Vice President of Finance
  - f. Vice President of Administration
1. The FGO Executive Board shall serve to fulfill the purpose of FGO and handle its regular business.

2. The quorum for conducting the business of the FGO Executive Board shall be at least half the number of members of the FGO Executive Board.

**Section B. Duties:** The duties of the elected officers shall include but not be limited to the following:

1. President
  - a. Preside at all meetings of the FGO Executive Board, FGO General Body, and any special meetings
  - b. Appoint chairpersons with a minimum of half the Executive Board
  - c. Supervise and approve financial transactions related to FGO and its committees
  - d. Serve as an ex-officio member of all FGO committees
  - e. Call special meetings when necessary
  - f. Supervise all officers of the FGO Executive Board
  - g. Continue and delegate any unfinished work from the other officers
  - h. Represent and/or collaborate FGO and its communities to the University of Florida and Gainesville communities
  - i. Represent FGO to Student Government
2. Vice President of Internal Affairs
  - a. Be responsible for recruitment of new members
  - b. Be responsible for member retention
  - c. Ensure compliance with this constitution and its bylaws
  - d. Fulfill the duties of the President when absent
  - e. Partner with Machen Florida Opportunity Scholar (MFOS) staff member in planning and executing First Generation Summit
  - f. Collaborate with FGO members to create workshops for First Year Florida classes
3. Vice President of External Affairs
  - a. Be responsible for building a greater understanding of the FGO organization on campus
  - b. Organize and oversee co-sponsored events between FGO and other student organizations
  - c. Supervise public relations on and off campus
  - d. Appoint the Student Government Liaison
  - e. Maintain GatorConnect
  - f. Represent FGO at major campus events
4. Vice President of Programming

- a. Plan and execute events that are beneficial to first generation students and the MFOS program
  - b. Be responsible for the planning, advertising, and execution of FGO events that bring the first generation community together in a welcoming environment
  - c. Provide FGO sponsored service opportunities for its members
  - d. Have some FGO sponsored events be a collaborative effort with other student organizations
5. Vice President of Finance
- a. Manage and keep track of the financial activities of FGO
  - b. Make a financial report to the FGO Executive Board once per month
  - c. Keep and give receipts for all monies disbursed by or given to FGO
  - d. Serve as the liaison between FGO and the Student Government Finance Office
  - e. Educate FGO members about the Student Government funding process
6. Vice President of Administration
- a. Ensure timely and accurate mass communication among the FGO Executive Board and General Body
  - b. Maintain minutes of all FGO General Body meetings
  - c. Maintain minutes of all FGO Executive Board meetings
  - d. Create and update membership status and record attendance at all meetings
  - e. Create and update records of FGO activities
  - f. Maintain operations (reserve rooms, etc), online calendar, and email account

***Section C. Officer Eligibility***

- 1. All officers must be full-time students during their time in office.
- 2. All officers must maintain at least a 2.5 GPA during their term.

***Section D: Term of Office and Limits***

- 1. The term for elected officers shall begin the summer semester following elections until the conclusion of the following spring semester. The period before the new term begins and immediately after elections shall serve as a transitioning period.

2. A member may not serve as FGO President for more than two terms (years).

***Section E: Removal***

An officer may be removed out of office by a two-thirds vote of the remaining FGO Executive Board or a two-thirds vote of the FGO General Voting Body if the officer:

1. Fails to fulfill responsibilities as outlined in this Constitution
2. Fails to maintain full-time student eligibility standards
3. Acts on behalf of FGO in a deplorable and grossly negligent manner

***Section F: Vacancy***

1. An interim officer shall be immediately appointed to fill a vacant position by a vote of minimum one half of the remaining FGO Executive Board.
2. A permanent replacement shall be installed by a vote of minimum one half of the remaining FGO Executive Board.

**ARTICLE VII ELECTIONS**

***Section A: Nomination Process***

1. Nominations will take place on the second to last meeting of the academic school year, in the month of April.
2. Any member may nominate any other voting member, including him/herself.
3. Nominations will be taken at the meeting in a secret ballot and announced by the President of the organization. Nominations may also be made during the election meeting prior to closing of nominations.

***Section B: General***

1. The FGO General Voting Body shall vote for each elected position.
2. Elections shall be by secret ballot.
3. All positions must be elected with a standard vote of approval from the FGO General Voting Body.
4. Proxy and absentee votes shall not be accepted.
5. Once voting procedures begin, all voting delegates present shall be accounted for. Should the numbers of votes cast exceed the number of voting delegates present, the election is void and the procedures shall start over.
6. In the event of failure for one candidate to win a standard vote of approval, there will be a run-off vote among all candidates but the one candidate to receive the fewest votes.

## **ARTICLE VIII FACULTY ADVISOR**

The purpose of the Faculty Advisor is to serve as a resource person and to provide advisory support for the executive officers of the First Generation Student Organization and its members. The FGO Executive Board will select a faculty advisor with a standard vote of approval. Replacement of the faculty advisor shall be selected by the FGO Executive Board with a standard vote of approval.

## **ARTICLE IX FINANCE**

The First Generation Organization will not require membership dues and will be funded through the Vice President's Office for Student Affairs.

## **ARTICLE X DISSOLUTION OF ORGANIZATION**

In the event this organization dissolves, all monies left in the treasury after the settlement of outstanding debt or obligations, shall be transferred to the Florida Opportunity Scholars Program and used as scholarship dollars for future students.

## **ARTICLE XI APPOINTED POSITIONS**

### ***Section A: General***

1. The FGO Executive Board shall appoint chair positions with a standard vote of approval.
2. The FGO Executive Board may create and dissolve ad hoc chair positions and committees with a standard vote of approval.

### ***Section B: Chair Reporting***

1. Appointed chair positions shall report to an FGO elected officer assigned by the FGO President.

## **ARTICLE XII BYLAWS AND AMENDMENTS**

### ***Section A: Amendments***

1. A proposal to amend these Bylaws or this Constitution must be formally publicized in writing and presented at an FGO Executive Board meeting.
2. After a minimum of fourteen days have passed, a proposal may be voted into the Bylaws with a two-thirds vote of the FGO Executive Board
3. Voting procedures for amending these Bylaws and this Constitution shall follow Article V of this Constitution.