

Constitution of the Class Boards

Date of Last Update: Nov. 15, 2017

ARTICLE I. STATEMENT OF PURPOSE:

I.1. The Class Coordinating Board (Class Board) shall seek to fulfill two (2) major goals. As a student group, it shall first and foremost serve to build Class-Based connections by focusing on forging unity amongst members of each individual class at Brown. Secondly, it shall serve to build a community amongst the students at Brown across class years by providing social programming to supplement existing University resources and events. Through these complementary missions, the Class Board shall serve to strengthen student ties to the University both while they are students, and once they have graduated as alumni.

ARTICLE II. MEMBERSHIP:

II.1. Members of the Class Board shall be defined pursuant to Article III. Students shall be elected to the Class Board through a system of class-based, campus-wide elections (see Article IV).

II.2. All full-time undergraduate members of the Brown community are eligible for the Class Board, which does not discriminate on the basis of sex, race, color, religion, handicap, status as a veteran, sexual orientation, gender identity, gender expression, or national or ethnic origin.

II.3. Changes relating to Class Officer Positions outlined in Article III will take effect upon the spring elections post ratification of this document.

ARTICLE III. OFFICERS/LEADERSHIP:

III.1. The Class Board shall be structured to allow each class to take ownership of their own events and alumni interaction programs while simultaneously providing advising and person-power by allowing the entire Class Board to assist with the said planning and execution.

III.2. The members of the Class Board shall be composed of the following six (6) officers for each of the four Classes (First-Year, Sophomore, Junior, Senior): President,* Vice President, Secretary, Treasurer, Public Relations Officer and Community Outreach Officer. The Senior Class only will have an additional President, for a total of 2 Co-Presidents, in order to better facilitate and distribute the responsibilities of presiding over the Senior Board as well as General Board. With the Co-President positions, there will be a total of twenty-five (25) officers.

ARTICLE IV. ELECTIONS:

IV.1. Each undergraduate class shall, in the spring of every year, elect their Class Officers with the exception of freshmen, who will elect their officers in the second week of the fall semester.

IV.2. The Class Board shall determine its elections procedures by following the requirements and eligibility rules according to its Bylaws. The Class Board shall conduct its elections following the procedures outlined in the Manual.

IV.3. Elections shall be conducted in a fair and responsible manner, and shall be in accordance with the Student Bill of Rights outlined in the Constitution of the Undergraduate Council of Students (UCS).

ARTICLE V. FINANCES:

V.1. All expenses of the Class Board shall be paid through the Office of Student Activities and all funds collected by the group from any source shall be deposited with the Office of Student Activities. The Class Board agrees to follow all regulations regarding all financial transactions as set forth by the Office of Student Activities.

V.2. The Class Board shall obtain its annual funding through the Undergraduate Finance Board (UFB) in the manner dictated by its categorized status.

V.3. The Class Board shall further ensure that all moneys earned by each respective class are held in trust for use by only the class that earned them, and that these Class Treasuries may be used only at the discretion of each class's Class Officers.

ARTICLE VI. ADVISORS:

VI.1. The Class Board will have one administrative advisor: the Programming Advisor, who shall advise the Class Board on its programming role out of the Student Activities Office

VI.2. The Programming Advisor shall be selected in consultation with the Student Activities Office and shall support the Class Board in all of its event planning endeavors. This job will include: A. Assisting the Class Board in the planning stages for events. B. Providing information on which resources the Class Board should use in the planning and execution of events. C. Assisting the Class Board in formulating responsible budgets. D. Overseeing all financial transactions related to events planning. E. Facilitating a positive relationship between the Class Board and Event Support. F. Ensuring that there is historical perspective available to the Class Board.

ARTICLE VII. AMENDMENT PROCEDURE:

VII.1. An amendment to the Constitution of the Class Board must be presented by the sponsors at the weekly General Body meeting and also e-mailed to the entire Class Board at least one (1) week, being exactly seven (7) days, prior to consideration at a full Class Board Meeting. The amendment will be brought to the Class Board for consideration at the first meeting following the aforementioned one week period. To be accepted, an amendment must gain support from two thirds (2/3) of the Board.

VII.2. Any amendment that is passed must also be approved by the Programming Advisor. Once reaching final approval through General Board supermajority vote, approval by Senior Co-Presidents, and approval by Programming Advisor, the amendment will be added to the Constitution & Bylaws and will go into effect at the beginning of the next academic semester.

ARTICLE VIII. APPOINTMENTS:

VIII.1 Internal appointments to fill vacant elected positions must be made within the first two (2) meetings of the Class Board following elections or notification of an opening.

VIII.2 The Class Board shall conduct its own appointments according to the 'Appointments' Clause of the Class Board Bylaws.

VIII.3. Appointments shall be conducted in a fair and responsible manner, and shall be in accordance with the Student Bill of Rights outlined in the Constitution of the UCS.

ARTICLE IX. MEETINGS/ATTENDANCE:

IX.1. The full Class Board shall hold no fewer than one (1) regularly scheduled mandatory meeting every week of the academic year, with the exception of University Holidays, Reading Period and Exam Period. In the case that a member accumulates three (3) absences in one semester, the Executive Board reserves the right to remove that member from the Class Board after said member has the opportunity to speak before the Executive Board regarding said absences.

IX.2. Each of the four individual Classes shall hold no fewer than one (1) regularly scheduled meeting every week of the academic year, with the exception of University Holidays, Reading Period and Exam Period. Meetings are mandatory; however, each Class may determine its own attendance policies and consequences.

ARTICLE X. INTERNAL SUBCOMMITTEES:

X.1. The Board shall reserve the right to create internal subcommittees on an as-needed basis, and codify such committees in accordance with Article VII of this constitution.

ARTICLE XI. MEMBER SIGNATURES:

We, the undersigned, attest to the validity of the above information and that we are members in good standing of the CCB.