

Constitution of the Zambia Project at St. Norbert College

Article I- Name

The Zambia Project

Article II- Purpose

The mission of the Zambia Project is to provide hope through education for Zambia's most vulnerable children. The Zambia Project raises money for the Zambia Open Community Schools (ZOCS), which provides a basic education to children who would not otherwise have an opportunity to go to school.

Article III- Non-Discriminatory Statement

As members of a recognized student organization at St. Norbert College, we admit students to our organization without regard to race, age, religion, color, gender, disability, sexual orientation, or national or ethnic origin. All rights, privileges, programs, positions, and other activities generally accorded or available to our organization are equally available to each member of our organization.

Article IV- Non-Hazing

As members of a recognized student organization at St. Norbert College, we unconditionally oppose placing any or all members of our organization or those of the general student population in situations, which produce mental or physical discomfort, embarrassment, harassment, or ridicule. Freedom from the humiliation and danger of hazing is guaranteed to every member of the College community. We realize that any form of hazing violates St. Norbert College policy and Wisconsin State Statute 948.51.

Article V- Membership

Members are St. Norbert College students who have a strong commitment to serving the children of Zambia, and who want to develop their knowledge of social justice and human need in that part of the world.

Article VI- Officers & Elections

1. The Zambia Project will be run using a collegial, consensus-based system of governance.
2. The leadership of the Zambia Project will be comprised of a Leadership Council, whose members will include:
 - a. **Convener** (Runs the meetings; publishes agenda each week; decides on consensus; serves as public "face" of the organization; communicates with event leaders and tracks progress)
 - b. **kwacha Chair** (Coordinates setting of annual fundraising goal; manages the budget; deposits funds raised; runs the meetings in the absence of the Convener; writes thank yous)
 - c. **Secretary/Recorder** (Takes and publishes meeting minutes, including group decisions; prepares annual report for LSE or as requested/required; takes attendance; report Knightline service hours)
 - d. **Philanthropy Chair** (Coordinates Lambeau & Resch events)
 - e. **Development Chair** (Link between Emerging Leaders in the Fall and Apprentice in the Spring)
 - f. **Chimozi ("one") Event Coordinator** (Coordinates the gala in the spring)
 - g. **Historian** (Records [photos, videos, etc.] group activities and maintains annual record of events; maintains and updates group's website; coordinates advertising for group's events)
 - h. **Recruiter** (Recruits new members; manages distribution list; creates and manages group directory; coordinates marketing of group, in charge of Involvement Fair and Info Night)

- i. **Trip Coordinator** (Liaison between Advisor and general assembly; organizes trip information before and during trip; manages point system records of students)
3. Officers will be elected each April, and terms of office will be from May to April each year.

Article VII- Voting and Due Process

1. The Zambia Project makes decisions by consensus. This does not require 100% agreement on every matter, but instead requires general but widespread support of the decision being made, in the interest of the organization's work.
2. Positions on the Leadership Council will be filled following a discussion among group members about whose gifts and talents best match the needs of each position.
3. Should there be a contested position, members will be asked to vote using a paper ballot at the next meeting immediately following.
4. The person receiving the majority of the votes cast will assume the duties of the position.
5. If a member of the Leadership Council resigns or leaves the Zambia Project, there will be an election at the next meeting immediately following the departure of the officer to replace the departed officer.

Article VIII- Meetings

The Zambia Project meets weekly during the academic year.

Article IX- Fees & Funds

1. The Zambia Project will petition the Student Activity Fee Allocation Committee annually to fund its administrative activities. Unspent SAFAC funds are returned to that organization, per its own regulations, at the end of each fiscal year.
2. 100% of all other funds raised by the Zambia Project will be disbursed to the Zambia Open Community Schools organization on an annual basis, or as needed.

Article X- Membership Fee

There will be no membership fee.

Article XI- Amendments to the Constitution

To amend this constitution the following must be met:

- a. The request to amend this constitution must be made at least one week prior to considering the change
- b. The request must be published on the distribution list at least four days prior to the meeting where the amendment will be considered
- c. There must be a clear consensus of members present supporting the change.
- d. 75% of the Leadership Council must support the change.