Constitution of the Preston Ambassadors

PREAMBLE

We, the members of the Preston Ambassadors, to fully realize our purpose, do hereby adopt and establish this constitution as the guiding instrument of our organization.

ARTICLE I
Purpose

The purpose of the Preston Ambassadors shall be to help foster community, creativity, and leadership initiative within Preston Residential College.

ARTICLE II
Membership

Section 1. Any student seeking to hold membership must complete an application to be reviewed by all current Preston Ambassadors and the Faculty/Staff Advisor. Applications will be made available in the Fall, and if needed, available in the Spring. Fall applications shall be received no later than the end of August. If Spring applications are made available, they shall be received no later than the end of January. After the applications have been reviewed by the Preston Ambassadors, the top applicants will be informally interviewed by at least two of the following: Chair, Vice-Chair, Faculty/Staff Advisor, and one Preston Ambassador. The maximum number of Preston Ambassadors is limited to 20 people.

Section 2. Membership as a Preston Ambassador shall be limited to Preston residents currently residing in the building who agree to the contract of expectations and conduct.

Section 3. The University of South Carolina does not discriminate in decisions for qualified persons on the basis of race, color, religion, sex, national origin, age, disability, and sexual orientation.

Section 4. All members of the Preston Ambassadors must maintain a cumulative 2.75 GPA and remain in good standing in their respective college. GPA will be monitored and if any member falls below the minimum GPA requirement they will meet with Chair, Vice-Chair, and Faculty/Staff Advisor and then enter into a semester long probation period. The probation period restricts the Preston Ambassador from running any event.

ARTICLE III
Organization

Section 1. The Chair of the organization is selected through an application that will be created by the current Chair, Vice-Chair and the Faculty/Staff Advisor and narrowed down to the top applicants. Those applicants will be interviewed by the current Chair(s) and the Faculty/Staff Advisor. Following the interview, the top two candidates will be selected and the Preston Ambassadors will vote for Chair. All officers shall be appointed on or before May 1 of each year and shall serve one-year terms.

Section 2. The officers of Preston Ambassadors shall consist of a Vice-Chair, Secretary, and Treasurer. The Vice-Chair position will be appointed by the Chair, after consulting with the Faculty/Staff Advisor. Secretary and Treasurer will be selected through a majority vote performed during one scheduled organization meeting. After candidates express interest and have the opportunity to give an informal speech detailing their qualifications, the candidates shall be asked to leave the room while the group votes. Immediately following the vote, the Chair will announce the new officers to all members.

Section 3. Officer Duties
   A. The Chair shall preside at all Preston Ambassador meetings, coordinate events, oversee the Secretary and Treasurer, plan the agenda for the weekly meetings, meet weekly with the Vice-Chair and Faculty/Staff Advisor, delegate tasks to the Vice-Chair, email important information to the Preston Ambassadors, create
new committees, act as a spokesperson for the organization, and hold all Preston Ambassadors accountable.

B. The Vice-Chair shall provide support for the Chair and fellow Preston Ambassadors, share updates with the group, keep track of event schedule and room requests, delegate the task of completing Interaction Forms, oversee the committees, oversee the application process, and take on Chair responsibilities when he/she is unavailable.

C. The Secretary shall record minutes at all Preston Ambassador meetings and email those minutes out to all members immediately after the weekly meetings. Secretary shall also keep track of attendance and GPA standing and inform members of all Preston Ambassador meetings and activities to be sent out with the minutes.

D. The Treasurer shall fill out Preston Hall Government allocation forms, receive the minutes from Hall Government, coordinate with Hall Government and the Preston Business Manager for assistance with all things funding related, and communicate with members who have questions about funding, receipts, purchasing cards, invoices, and reimbursements.

Section 4. Assistant Principal of Preston Residential College or his/her designee will serve as the Faculty/Staff Advisor to the Preston Ambassadors. The Advisor shall serve as a liaison with the University, and help in the transition period between officers. The Advisor will be invited to and notified of all Preston Ambassador meetings and activities.

**ARTICLE IV**

Meetings

Section 1. All Preston Ambassador meetings will be led by the acting Chair(s).

Section 2. All Preston Ambassadors are expected to attend training held at the end of the summer. They will move in approximately three days prior to the established University of South Carolina official move-in day and assist with move-in of Preston residents during the official University move-in days.

Section 3. The first meeting of the Fall semester shall be held within one week after classes start.

Section 4. Regular meetings shall be held weekly during the school year and special meetings can be called if necessary for the planning and organization of large Preston Ambassador events.

**ARTICLE V**

Removal from Office

Section 1. A Preston Ambassador officer whose dereliction of duty adversely affects the operations of the organization shall be subject to disciplinary action or removal from office.

Section 2. A Preston Ambassador can be removed from office after three unexcused absences. The Chair(s), Faculty/Staff Advisor or recording Secretary must be notified of an impending absence 24 hours prior to the scheduled meeting time to be considered for excuse. After two unexcused absences a member of the Preston Ambassadors will be sent a warning email outlining the discretion. After three unexcused meetings or other dereliction of duties, the offending Preston Ambassador will receive written or email notification of the reasons for dismissal before the next regularly scheduled meeting.

Section 3. Failure to maintain the Preston Ambassador’s GPA requirements as stated by the Constitution will lead to membership probation as mentioned in A II. Sec 4
ARTICLE VI
Resignation from Office

Section 1. In the event of a resignation from the Treasurer, Secretary, or Vice-Chair, current Preston Ambassadors should notify the Chair, in writing, of their interest in the position. The Chair will then choose two candidates and Preston Ambassadors will vote. Majority vote determines the new Treasurer, Secretary, or Vice-Chair. If the voting results in a tie, the Chair shall make the deciding vote.

Section 2. In the event of the Chair’s premature resignation, the Vice-Chair will assume the responsibilities of Chair. The same procedure as AIV. Sec 1 will be followed. The new Chair will then choose two candidates and the rest of the Preston Ambassadors will vote to fill the Vice-Chair position. Majority vote determines the new Vice-Chair. If the voting results in a tie, the Chair shall make the deciding vote.

ARTICLE VII
Constitutional Amendments

Section 1. The Constitution is binding to all members of the Preston Ambassadors but is not binding unto itself.

Section 2. Amendments to the Constitution must be proposed by any active Preston Ambassador at any regular meeting at which two-thirds (2/3) of the active members are present.

Section 3. Proposed amendments will become effective following a majority affirmative vote of the Preston Ambassador members.

ARTICLE VII
Ratification

The undersigned student(s) of the University of South Carolina, after a three-fourths (3/4) affirmative vote of active members, do hereby agree to follow the guidelines of this Constitution.

Signed: ___________________________ Date: ______________
(Constitution may be ratified by member’s signatures or officers’ signatures).