

# The Constitution of the UMW Campus Greens

The following shall be the constitution, mission, and system of bylaws observed by the UMW Campus Greens and its members. There shall be eleven (11) articles, each dealing with related and similar topics, each composed of a number of alphabetically designated sections and numerically designated related sub-sections, and each consistent with the mission and purpose of the UMW Campus Greens.

Article I - Name

Article II - Purpose of the UMW Campus Greens

Article III - Membership

Article IV - Officers

Article V - Executive Board

Article VI - Committees

Article VII - Meetings

Article VIII - Amendatory Process

Article IX - Parliamentary Authority

Article X - Severability

Article XI - Green Correspondence

## ARTICLE I. NAME

The name of the organization described and in compliance with these regulations is the University of Mary Washington (UMW) Campus Greens of Fredericksburg, VA., hereinafter referred to as "the Greens".

## ARTICLE II. PURPOSE AND MISSION

- A. The University of Mary Washington College Greens is a student-based, non-profit organization dedicated to building faith among college students that they can become successful agents of social empowerment and progressive political change, and developing within them the skills needed to overcome our world's gravest problems, as well as the motivation to build a society based on grassroots democracy, ecology, and non-violence. The purpose of the Greens is to focus public awareness on the Ten Key Values acknowledged by the global green community, and to seek ways to apply these values to the benefit of our community. We are committed to social action as well as electoral politics.

The UMW College Greens works in solidarity with the Ten Key Values of the Green Party and its local, state, and national organizations in order to empower our members to be effective in their pursuit of positive political and social change. Toward that end, the UMW College Greens shall :

- Be open to all full-time undergraduate and graduate students.
- Prescribe to the non-discrimination standards designated by the Board of Visitors.
- Subscribe to official written University Policies and Procedures.

- Adopt, maintain, and subscribe to a set of by-laws which shall be consistent with the above policies, standards, and procedures.

The UMW College Greens shall strive for :

- Consensus in its decision-making processes.
- Cooperation with affiliated Green Party organizations at the local, state, and national levels.
- Consistency in its actions, policies, and statements with the Ten Key Values of the Green Party.

B. For purposes of identification and interpretation the Ten Key Values are described as follows:

### 1. GRASSROOTS DEMOCRACY

For democracy to work, governments must be accountable to the citizens who elect them, rather than corporate entities and business interests. Government should be by the people and truly for the people. The Greens work to increase public participation at every level of government. We must empower students to bring the revolution of Green politics to their campuses and communities by equipping them with the skills and resources necessary for effective organizing and action. We must ensure that all students participate in power and have a voice in decision making on their campuses. We must enact meaningful electoral reform. We must become the change we seek through commitment to internal democracy. We must build partnerships with Green locals and other like-minded organizations

### 2. SOCIAL JUSTICE AND EQUAL OPPORTUNITY

Greens oppose the current condition of poverty and injustice, and are working to end oppression, including but not limited to that based on class, sex, race, citizenship, age, physical disability, sexual orientation or gender identity. Campus Greens strive toward a national community in which social justice and consciousness are emphasized. We must increase and improve education and awareness for all people on issues pertinent to their communities and what can be done to affect change. Through environmental and lifestyle education, the Campus Greens will promote holistic awareness and better quality of life. We must encourage personal and community involvement in local and global issues by defeating the divisiveness inherent in gender and spiritual discrimination, homophobia, xenophobia, and racism. We seek to empower individuals to utilize their First Amendment rights to the fullest extent. We will work toward[s] improved student interaction with administration to foster a cooperative forum for campus decision-making. By eliminating obstacles to financial aid, we hope to expand educational opportunities to all people regardless of background or experience. We as Campus Greens will pursue socially responsible policy and ethical decision-making by promoting a living wage and respectable housing and working conditions.

### 3. ECOLOGICAL WISDOM

The Greens advocate maintaining an ecological balance and living within the natural resource limits of our communities and our planet. We all have a right to clean air, water and food. Campus Greens recognize the interconnectedness of the global environment and the necessity of ecological wisdom. The Campus Greens advocate for the incorporation of environmental education into curricula, institutional policies and practices, and grassroots education. We advocate education, awareness, and implementation of clean and efficient energy, on and off campus. The Campus Greens advocate for environmentally sound use of campus facilities and grounds. We advocate reduction, reuse and recycling in all aspects of campus and community life. The Campus Greens will provide a holistic collection of resources and a communication network needed to facilitate the distribution of these resources. We will hold accountable all individuals and institutions for the ecological and environmental consequences of their actions and inactions. An institutional commitment to these will provide for the sustainability of our campuses, communities, and the world.

### 4. NON-VIOLENCE

We must develop effective alternatives to existing patterns of violence between individuals, groups and nations around the world. The Greens promote a value system in which our current culture of violence is unacceptable. This includes seriously reducing cold war military budgets and the elimination of global nuclear weapons stockpiles. We must live in a way consistent with non-violent principles in order to eradicate violence. The principles of non-violence must be emphasized at an early age through formal education of children and encouraged from within their own home. We must eliminate campus relationships with institutions that sponsor violence, emphasize peace studies in curricula, and through education and positive action, end rape and domestic abuse. We must revolutionize the media in order to create responsible portrayal of violence. Campus Greens shall pursue strategies of non-violent protest and enforce through political pressure the reduction of armaments universally.

### 5. DECENTRALIZATION

Decentralization pertaining to wealth and power are the focus of this particular value. Power and responsibility must be restored to local communities, within an overall framework of ecologically sound, socially just values and ways of living. Campus Greens wish to integrate students, faculty, and staff into the decision making processes on their campuses. We must work to reduce apathy by educating fellow students on Green issues and by encouraging student activism. We must unite campus communities with local neighborhood communities. We, as empowered students, must work to promote and instate environmentally sustainable campus policies and practices.

### 6. COMMUNITY-BASED ECONOMICS AND ECONOMIC JUSTICE

We believe a living wage, not a minimum wage, is essential for establishing true economic justice. We support local, independently owned and operated businesses, demand responsible corporate citizenship, and are opposed to corporate welfare and privatization of community resources. Campus Greens will serve the

needs of our community in a capacity specifically developed around issues of local concern. On-campus Green organizational initiatives can serve their community further by organizing forums and grassroots action, addressing local concerns, and offering organizational resources and support. We will stop and roll-back the corporate privatization of our campuses and communities, while encouraging our schools to buy local products. We will work to attain a living wage for all workers and to support on-campus labor (organized, unorganized, and organizing). We will utilize any and all available media to further the advancement of socially conscious economic progress that encourages economic empowerment of our local communities. We will retain our commitment to attaining a radical, progressive restructuring of local, national, and global economic power.

## 7. GENDER EQUITY

Women should receive equal pay for equal work. Proportional representation in our boardrooms and government would create a more balanced and equitable society. We must break down the prejudices that our patriarchal society places between men and women, and build a culture that recognizes the inherent dignity and equality of all humans in terms of its language, standards, and consumer power. We must create a safe and secure environment in all facets of society that is free from violence, dominance, and control through outreach, education, and law enforcement. We must establish strong networks of political and social organizations to help these institutions that have been neglected in the pursuit of gender equality through combined action, shared information, and other means of communication. We demand an atmosphere that provides education, accessibility, and support for people regardless of gender within all health issues including reproductive choices, personal safety, and quality universal health care. We must provide all human beings the economical, social, and political tools [which] they need to achieve their full potential by equal representation and compensation in all aspects of society while always [being] aware of individual toils they have endured.

## 8. RESPECT FOR DIVERSITY

We must honor cultural, ethnic, racial, sexual, religious and spiritual diversity within the context of individual responsibility to all. We must reclaim America's finest shared ideals of *liberty and justice for all*. Campus Greens believe a diverse community benefits all community members. We are devoted to creating a climate of safety and respect for everyone on campus and in the community-at-large. The Campus Greens will work to ensure equity and fairness for all campus and community members. We will actively support the development of Ethnic Studies programs. With the help of members of their student bodies, we will work to establish chapters at all educational institutions. These include demographically specialized campuses, such as predominantly minority, women, and people with special needs. We will reach out to our campuses and communities to encourage diversity and respect. The CG and its member chapters will build local and national coalitions that promote and respect diversity.

## 9. PERSONAL AND GLOBAL RESPONSIBILITY

The Greens urge individuals to better understand our interdependence with local and global ecosystems. Our very existence depends on a clean and healthy environment. Individuals, governments and corporations are responsible for

making choices that will protect our planet. Using the resources and capabilities of all Campus Greens, we aim to promote the dissemination of information concerning global affairs and the role of the United States in them, to inspire responsible consumerism and to demand participation in determining the university's corporate policies, to set a positive example of Global Conscience through local leadership, and to extend that leadership into national politics and all levels of governance.

#### 10. FUTURE FOCUS

We must all consider the long-range impact of personal choices and public policy on generations to come. Our society must shift away from the sole pursuit of short-term economic gain towards a more holistic, long-term vision of quality of life. We should always consider the impact of their actions on future generations in all decisions. We should lead our lives in a manner that allows future generations to live a life of better quality. We should strive to educate people about government structure and policy, and encourage them to take an active role in effecting government change. We should strive to inform the public of world events, the results of current policies, and act to implement new policies emphasizing our vision. We will work to promote thinking about alternative raw materials and change systems of education to accept alternative measurements of industrial progress. We should strive to create new economic opportunities and end exploitation of disenfranchised groups. We should strive to create self-sufficient campuses and communities. Issues of economic and environmental justice should be in the forefront of planning for the future.

### ARTICLE III. MEMBERSHIP

#### A. Non-Discrimination

Membership in the UMW Campus Greens is open to anyone, regardless of age, race, color, national origin, spiritual belief, gender, sexual orientation, or physical challenge, subject to the conditions of this article.

#### B. The UMW Campus Greens formally recognizes two types of membership, “voting membership” and “non-voting membership”.

#### C. Individuals seeking the classification of “voting membership” shall satisfy the following requirements:

1. Individuals shall pledge to recognize, honor and practice the Ten Key Values described in Article II.
2. Individuals shall have attended at least 3 consecutive official General Membership meetings (as defined in Article VII) and had such attendance recorded by the Secretary in the official minutes.
3. Individuals shall commit to work in at least one (1) of the Standing Committees (described in Article VI) in a manner defined by the Chair of said committee, or agree to serve, if elected, in any position on the Executive Board (defined in Article V).

4. Individuals shall commit to adhering to the Bylaws and Code of Conduct contained herein
5. Individuals shall have missed no more than ten (10) consecutive meetings, unless a written statement of intended absence (with time frame noted) has been submitted to the Secretary in advance of the tenth meeting.

D. Membership Contributions - It is recognized that all organizations need to develop sources of income in order to meet overhead costs (including mailings, newsletters, phone and space rental) and to support approved projects. Therefore, the Greens urge all members to consider making an annual voluntary membership contribution within their means. However, the Greens do not want to discourage the participation of those who are unable to make a financial contribution, and will in no way discriminate against those that are not financially able.

E. Powers of Voting Members - The voting membership shall have final approval over all local policies, expenditure and collection of funds, election of officers herein described, recall of all officers herein described, and shall be able to amend these Bylaws.

F. Individuals who wish to participate in public meetings and/or activities of the Greens, but have yet to satisfy or are unwilling or unable to satisfy the qualifications for voting membership described in these bylaws, shall be considered "non-voting members" providing they agree to adhere to the Code of Conduct herein described.

1. Non-voting members shall be permitted to participate in regular discussion at General Membership meetings, and shall be permitted to participate in public actions.
2. Non-voting members shall not be considered in the decision-making procedures herein described and shall not participate in any voting procedures.
3. Non-voting members shall not participate in any voting procedures for the selection and/or retention of officers.

G. Code of Conduct for the UMW Campus Greens: No individual member (voting or nonvoting) shall be permitted to:

1. Commit the Greens or any of its affiliated members (other than themselves) to any action, endorsement, or other policy position outside the decision making process described in these Bylaws.
2. Misrepresent the decisions or policies of the Greens or related body in any public forum.
3. Through any act of omission or commission keep for his/her own use, misappropriate, or expend Greens' funds.
4. Knowingly practice or advocate acts of racial, sexual, national, sexual orientation or religious discrimination.
5. Advocate or practice violent political action in any capacity of or connection to the Greens.
6. Disparage the work or members of the Greens in any public forum, including public meetings, members of the media or official gathering of any other organization.

7. Knowingly, and with malicious intent, violate any provision of these Bylaws or any University policy which serves as a condition of the Campus Greens' existence as a recognized student group.
- H. Voting and non-voting members of the Greens may be subject to sanction for violating one or more of the provisions outlined in Article III Section G of the bylaws, or not adhering to the Ten Key Values defined in Article II.
- I. Procedures for Membership Sanction.
1. The process shall be initiated upon the submission, to the Executive Board, of a written complaint by one or more voting members of the Greens.
    - a. The written proposal shall include the name of the member requesting disciplinary action or sanction, the name of the member to be disciplined/sanctioned, a detailed description of the rationale for the request including any evidence available, and a description of any requested sanction.
    - b. The written proposal shall be submitted to the Executive Board.
    - c. In order to protect the rights of the disputed member, copies of the written proposal shall not be released to the General Membership, except in cases in which the Executive Board requests a sanction from the General Membership.
  2. Upon receipt of the written complaint, the Executive Board has two weeks to make a recommendation to the General Membership. Such recommendation may include suspension or dissolution of membership from the Greens, suspension or revocation of voting privileges, or other sanction allowed by law.
  3. Recommendations for sanctions by the Board must be reached through regular consensus.
  4. The Board must provide a written recommendation for all decisions reached regarding the request to the General Membership.
    - a. The written statement must include a justification for the recommended action.
    - b. If the Executive Board's recommendation is that no further action is necessary, a justification for that decision must be included in the written statement.
  5. If a sanction is recommended, the matter is voted on by the General Membership at an official meeting not less than one week or more than three weeks from the time the recommendation is issued.
  6. At the meeting the vote is taken the accused is permitted to make a statement of defense. If the sanction is less than dissolution the vote must be a simple majority. If dissolution is recommended the vote must be 2/3. Abstentions will not be considered part of the vote total. Voting shall be by secret ballot.
  7. The accused is not permitted to vote on the matter.
- J. There shall be an appeal process for any decision made which leads to a sanction of a member of the Greens. The appeal process shall proceed as described below:
1. Any voting member, other than the member sanctioned, may initiate the appeal process.
  2. Only one (1) appeal shall be permitted for each decision that led to a sanction.
  3. The appeal process shall be conducted in a manner identical to that described above for the initiation of a sanction, and shall observe the same time limits.

## ARTICLE IV. OFFICERS

- A. The Greens shall maintain the following officers elected by the voting membership.
  - 1. Chairperson
  - 2. Secretary
  - 3. Treasurer
  - 4. Publicist / Events Coordinator
  - 5. Parliamentarian / Elections Supervisor (can be same person as the Secretary)
  
- B. The Greens shall have an official archivist / sustainment coordinator appointed by the Executive Board.
  
- C. Anyone running for student office on the Green ticket must be a voting member of the Greens, and be registered with appropriate authorities as a Campus Greens member.
  
- D. Powers and duties of the Chairperson:
  - 1. The Chairperson shall call, facilitate, and set agenda for meetings of the Executive Board.
  - 2. The Chairperson shall facilitate meetings of the General Membership.
  - 3. The Chairperson facilitating any meeting may temporarily delegate this responsibility to any voting member as outlined in the Parliamentary Authority referred to in Article IX.
  - 4. The Chairperson shall serve as an authorized signatory for all official Green financial accounts.
  - 5. The Chairperson shall serve as the primary spokesperson and correspondent for the Greens.
  - 6. The Chairperson may call special meetings of the Executive Board with the concurrence of one (1) other member of the Executive Board.
  - 7. The Chairperson shall be responsible for holding the other board members and committees responsible for goal-setting and progress toward those goals, and shall require of them regular status reports.
  - 8. The Chairperson shall be familiar with, and take advantage of, all campus resources available for the efficient performance of his/her duties, *and those of the other officers and standing committees.*
  
- E. Powers and duties of the Secretary:
  - 1. The Secretary shall record minutes of general meetings and Board meetings and publish them electronically. If unable to attend a meeting it is the Secretary's responsibility to appoint a note-taker for that meeting and to see that the notes are published.
  - 2. The Secretary shall maintain all active documents pertaining to the Greens as a whole, including membership lists, proposals and petitions, internal policies, etc., and shall pass them on to the Archivist at regular intervals.
  - 3. The Secretary shall create and maintain all records of meeting attendance by voting and non-voting members.

4. The Secretary shall process and maintain all public correspondence.
  5. The Secretary may serve as an authorized signatory for the Greens' financial accounts.
  6. The Secretary shall be responsible for determining whether a quorum is present at all Board and General Membership meetings.
  7. The Secretary and Parliamentarian positions may be held by the same person concurrently.
  8. The Secretary shall be familiar with, and take advantage of, all campus resources available for the efficient performance of his/her duties.
- F. Powers and duties of the Treasurer:
1. The Treasurer shall be responsible for maintaining and managing all official Green financial accounts.
  2. The Treasurer shall file any and all appropriate financial documents required by law or deemed necessary by the Greens membership.
  3. The Treasurer shall process all reimbursements and cash advances for Green business and keep a record of such transactions.
    - a. Financial reimbursements totaling less than one hundred (100) dollars shall not require approval from the Executive Board or membership. A receipt reflecting the cost of the goods and/or services being reimbursed must be collected and maintained by the Treasurer.
    - b. Financial reimbursements totaling more than one hundred (100) dollars must be approved by the Executive Board. A receipt reflecting the cost of the goods/services must be collected and maintained by the Treasurer.
  4. The Treasurer shall serve as the primary signatory for all official Green financial accounts.
  5. The Treasurer shall be able to report the status of all official Green financial accounts to the General Membership at each regular meeting, and may be required to submit additional reports by the Executive Board.
  6. The Treasurer shall coordinate with the Publicist to ensure a timely mechanism for review and approval of expenditures for publicity and event operations.
  7. The Treasurer shall be familiar with, and take advantage of, all campus resources available for the efficient performance of his/her duties.
- G. Powers and duties of the Parliamentarian / Elections Supervisor:
1. The Parliamentarian shall keep and maintain any and all records of the Greens' Parliamentary Authority.
  2. The Parliamentarian shall be charged with ensuring that all meetings of the Greens conform to the guidelines specified in the Parliamentary Authority.
  3. The Parliamentarian shall advise the presiding officer of any meeting on the requirements of the Parliamentary Authority.
  4. The Parliamentarian shall be charged with enforcing any and all time limits for debate, discussion or voting specified by the Parliamentary Authority and/or the membership.
  5. The Parliamentarian shall plan and execute all elections within the Greens and shall enforce any and all election rules and procedures adopted by the Greens.

6. The Parliamentarian is a non-voting member of the Executive Board. If this position is being held concurrently by the same individual as the Secretary, the individual retains one vote as Secretary, not an additional vote as Parliamentarian.
7. The Parliamentarian shall review all proposals for consistency with these Bylaws.
8. The Parliamentarian and Secretary positions may be held by the same person concurrently.

G. Powers and duties of the Publicist / Events Coordinator:

1. The Publicist shall be charged with recruiting and organizing member volunteers for Green publicity services, including but not limited to : posting notices of regular meetings, membership drives, campus-wide or public events, etc.
2. The Publicist shall be familiar with, and take advantage of, the logistics and scheduling necessary for utilizing all campus-wide media outlets available, including the campus newsletter and radio/cable stations, postering and flyer opportunities, etc.
3. The Publicist shall be familiar with, and follow, all campus rules regarding proper event coordination and publicity.
4. The Publicist shall actively seek out and recommend to the board new opportunities for advancement of the Greens' issues, membership, and image, including advertising campaigns, public or campus-wide events, membership drives, protests, and civil actions.
5. The Publicist shall estimate and submit budget requests to the board in advance of operations, but should also be supplied by the Treasurer and board with a mechanism for submitting incidental budget expenditures after-the-fact or during the course of normal operations.

H. Archivist / Sustainment Coordinator

1. The Archivist shall be responsible for establishing and maintaining the official Green library and archive, and for ensuring the safety of these materials.
2. The Archivist shall be responsible for contacting the board members (and especially the Secretary) on a regular basis for collection and organization of those electronic and printed materials which constitute the Greens archive.
3. The Archivist shall be responsible for ensuring the sustainment of the Campus Greens from academic year - to - year, including identification and recruitment of younger members who may wish to serve on the board in future years, as well as faculty and staff who may wish to serve as advisors. This work shall be done in close coordination with the current advisor.
4. The Archivist shall be responsible for turning over the Greens archive to subsequent generations of recognized UMW Campus Greens administration, or the current advisor, at the termination of his/her occupancy of this position.
5. The Archivist shall be familiar with, and take advantage of, all campus resources available for the efficient performance of his/her duties.

I. Terms of office

1. No term limits. Terms shall last one year, beginning and ending with the date of the first election held after the first full month of the regular academic year.

2. When possible, election of the Parliamentarian is held at the midpoint of other officers' terms to ensure the availability of an Election Supervisor. Executive Board supervises the election of the Parliamentarian, with voting by the General Membership.

J. Election to office:

1. All elections of Greens officers require minimum advance notice at two general membership meetings prior to the date on which the elections will be held, except in cases where there is no prior Executive Board recognized by the University.
2. Nominations will be taken from the floor of the General Membership during each of the meetings prior to the election. Members are encouraged to nominate themselves.
3. Election Supervisor/Parliamentarian is responsible for tracking nominations, preparing, collecting and counting ballots, in a timely manner.
4. Voting will take place by secret ballot, in an instant runoff method to be determined by the Election Supervisor/Parliamentarian, subject to the approval of the Executive Board.
5. Committee Chairpersons are selected by the other members of their committee.

K. Removal from office:

Officers of the Board may be removed for malfeasance, misfeasance, or nonfeasance. Process for removal can be initiated by written proposal of one or more members of the General Membership, and follows the same procedures governing discipline of general members.

## ARTICLE V. THE EXECUTIVE BOARD

A. Composition: The Executive Board shall consist of the elected officers, the Parliamentarian, and the Standing Committee Chairs (see Article VI).

B. Powers and duties of the Executive Board

1. Serves the will of the membership, with all major decisions subject to the approval of the voting membership.
2. Generates an agenda for any official meeting of the General Membership.
3. Acts as the primary investigative and judicial body that makes final recommendations to the General Membership.
4. Serves as a liaison to local, regional, and national public interest and Green groups.
5. Serves as the final legal board and mediates all internal legal proceedings.
6. Calls, with proper notice, General Membership meetings, when required by these bylaws or when deemed necessary by any of the Board members.

7. Makes/receives recommendations to/from the membership for the amendment of the Bylaws.
8. Appoints temporary or ad hoc committees and archivist.
9. Coordinates the work of the various committees and other working groups so as to assure the goals are mutually supportive.
10. All Executive Board members must report their activities at each Board meeting.
11. Makes recommendations for approval by the General Membership for the appointment of additional spokespersons for the Greens, with the explicit understanding of those appointed to use this charge with great responsibility and sensitivity to the consensus of the Greens, and for explicitly defined time limits or purpose.
12. Appoints, by regular consensus, a temporary Elections Supervisor in the absence of a Parliamentarian.

## ARTICLE VI. COMMITTEES

A. The following standing committees are permanent bodies. Additional standing committees may be added by approval of the General Membership through the amendatory process.

1. Education and Membership Committee - Maintains membership rolls and actively pursues growth in the ranks of Green membership. Facilitates the building of coalitions, and community awareness and understanding of the Greens. Strives to increase membership diversity. Organizes external and internal education events. Coordinates trans-campus activities.
2. Media / Web - Responsible for the production and distribution of press releases, letters to other organizations, brochures, community calendars, television and radio commercials, and other promotional or informative materials as directed by the Greens. Responsible for ensuring a constant, quality web presence. Keeps the website current and promotes links with other appropriate sites.
3. Fundraising / Legal - Responsible for raising funds for Green activities, including the planning and implementation of fundraising events, campaigns and pursuit of individual contributors. In conjunction with the Treasurer, ensures Greens' compliance with local, state and federal laws.
4. Government Watchdog - Monitors local government, student government, and university policies and activities. Attends public hearings and workshops as needed. Proposes alliances, cooperative agreements and actions to the General Membership for approval.

B. Ad Hoc Committees:

1. Ad hoc committees may be formed and dissolved by the Board for short-term needs or projects.
2. Ad hoc committee Chairs are elected by their committee members but are not to be considered voting members of the Executive Board.

C. Meeting Frequency:

All committees will determine the frequency in which they need to meet to fulfill their responsibilities, except: the meeting frequency of any committee may be prescribed by the Executive Board, if deemed necessary to meet the committee's responsibilities.

D. Powers and Duties of Standing Committee Chairs: Chairs of the defined Standing Committees shall:

1. Serve as voting members of the Board.
2. Serve as the liaison between Standing Committees and Executive Board.
3. Be responsible for ensuring that the committee is fulfilling its purpose, and regularly report, to the Executive Board, progress of the committee in fulfilling said purpose.
4. No person may simultaneously chair more than one standing committee.

## ARTICLE VII. MEETINGS

A. Quorum at Official General Membership Meetings

1. Quorum is 25 percent + 1 voting members, including the Chairperson or her/his designee, Parliamentarian or his/her designee, and Secretary or her/his designee.
2. If a quorum cannot be established or maintained, or if notice was insufficient (as determined by the Board), those present may proceed to consider matters on the agenda but only in an informal and advisory capacity. All matters that require Green action shall be deferred to the next official meeting.

B. Quorum of the Executive Board Meetings is 50 percent of the Board members, including the Chairperson or her/his designee.

C. Order of Business

1. Ascertain that a quorum is present.
2. Ascertain that proper notice was given and agenda posted.
3. Reading/summary of minutes of previous meeting.
4. Unfinished business.
5. Reports of officers and committee chairs as applicable.
6. New business : Review of proposals on table and ascertainment of consensus on proposals submitted directly to General Membership.

D. Proposals at General Membership Meetings

1. Content: All formal proposals at General Membership meetings shall include:
  - a. Action requested of the Greens,
  - b. Timetable for the proposal,
  - c. Body responsible for reporting progress on the proposal,
  - d. Budget requirements.
2. Submission:

- a. Proposals to be considered by the Greens may be submitted by any individual member to the Executive Board or appropriate committee Chair for evaluation before submission to the General Membership.
- b. Alternately, such proposals may be submitted to the General Membership directly. In this case, the proposal will require modified consensus for submission to the agenda.
- c. Consideration of the proposal may be delayed until the next General Membership meeting and may be referred by the Board to the appropriate committee.
- d. The Board can amend the agenda for time-sensitive matters, without General Membership consensus.

E. Frequency of Meetings:

1. The General Membership shall meet no less than monthly.
2. The Executive Board shall meet no less than monthly.

F. Meeting agendas for both the General Membership and the Executive Board shall be handled as follows:

1. The Chairperson is responsible for the agenda of Board meetings.
2. The Executive Board is responsible for the agenda of General Membership meetings.
3. Agenda for general meetings should be made available to the voting membership electronically and by public posting 48 hours before the meeting.

G. Motions and Voting: All bodies of the Greens shall strive to seek consensus in their decision-making. Members shall strive to adhere to the spirit of consensus processes by debating issues respectfully, remaining open to compromise and maintaining awareness of the time they occupy during discussions.

1. Parliamentary Motions/Procedures : Voting will take place based on the rules specified for that motion, as governed by the Parliamentary Authority referred to in Article IX.
2. Policy/Proposal/Amendment Motions : The following rules of procedure may be waived per parliamentary authority.
  - a. The mover of the motion has opening statements, not to exceed 5 minutes in length.
  - b. Three rounds of stacking will be permitted. Each round will begin with a call, by the meeting facilitator, for the presence of objections.
  - c. If there are no objections, the motion is passed.
  - d. If there are objections, the round shall begin with a call for speakers on the motion. This list of speakers will be referred to as a 'stack'. Speakers will identify themselves and their position (pro or con) at this time. The mover may not be a speaker.
  - e. During each round, each identified speaker is allotted 5 minutes to speak on the motion.
  - f. Speakers may yield their time to another identified speaker during the round.
  - g. When all speakers have concluded, the round is considered completed.

h. At the conclusion of each round, the mover is entitled to amend his/her own motion and resubmit the amended motion, or to retract the motion altogether. Amended motions are not new motions and do not begin a new series of three rounds during the same meeting. The mover is, however, allotted five minutes of speech at this time.

i. If three rounds have concluded, the facilitator will call for the presence of objections. Hearing none, the motion is passed. Otherwise, the matter will go to a vote.

j. If a vote is taken, and at least 2/3 of the votes cast are in favor of the motion (as amended), the motion passes. Abstentions are not counted in the vote total.

3. Definitions of Decision-Making Procedures:

a) Unmodified (regular) Consensus: All voting members present (except those who abstain) must agree in order for the proposal to pass.

b) Modified Consensus: The procedure described in Article VII, Section G, Subsection 2.

ARTICLE VIII. AMENDMENTS

Amendments to the Bylaws may be introduced by any of the methods listed in Article VII Section D. Once the amendment proposal is placed on the calendar (agenda) it must stay on the calendar for a minimum of three general meetings. This period must be at least 3 weeks but not more than 17 weeks, in which case it must be either resubmitted or dropped.

ARTICLE IX. PARLIAMENTARY AUTHORITY

- A. The Greens will follow a (to be determined) parliamentary procedure, customized for the UMW Campus Greens, for the meetings and the handling of business. This protocol will be referred to as the "Parliamentary Authority". The initial Parliamentarian is responsible for such customization. Until such time as this Parliamentary Authority is adopted, Robert's Rules of Order shall be the Parliamentary Authority.
- B. At no time may the Parliamentary Authority supercede the provisions outlined in the Bylaws.
- C. The Parliamentary Authority shall be adopted by the Greens following the procedure for proposals defined in Article VII, and may be amended by the body following the proper amendatory process.
- D. Copies of the Parliamentary Authority shall be provided to all members of the Greens, and all amendments to said authority will be communicated to the members in writing.

ARTICLE X. SEVERABILITY

- A. All provisions of the Bylaws are deemed severable.
- B. In cases of conflict between the Bylaws of other affiliated Green organizations these provisions are deemed primary and shall govern all official actions of the UMW Campus Greens.
- C. In case of conflict among provisions of these bylaws, each relevant provision will be assessed against the following criteria, given here in decreasing order of precedence:
  - 1. Consistency with the remaining Bylaws,

2. Subscription to the Ten Key Values,
3. Subscription to the Code of Conduct,
4. Consensus of the Executive Board.

#### ARTICLE XI. GREEN CORRESPONDENCE

Official correspondence from the Greens shall be distributed to the Executive Board and the Media Committee prior to general circulation. The Executive Board and / or the Media Committee shall provide comment within five days. Shorter response times may be requested for time sensitive materials. Approval requires a positive response from at least half plus one of the members of the Board and Media Committee. Circulation may occur via email, a meeting of the General Membership or a Board meeting. At a minimum, correspondence shall contain the signature of the Chairperson, Treasurer, and/or Secretary.