**Constitution and By-laws for United Nations for Christ**

**PREAMBLE**

United Nations for Christ has been established to create an environment where students of all nations are provided the opportunity to study the Bible in reference to the great commission given by Jesus in Matthew 28 as fulfilled in Acts 2. This constitution aims to inform members and interested parties of the standard of the United Nations for Christ.

**ARTICLE I. NAME**

This organization is known and called **United Nations for Christ**. When referred to outside campus, it will be known as **United Nations for Christ** at Iowa State University (UNFC at ISU).

**ARTICLE II. PURPOSE**

Section 1**:**The purpose of this organization is to facilitate a deeper understanding of Christ. Our purpose is also to provide a place where people can ask questions in a safe environment without feeling persecuted. Another purpose is to provide a social environment where people can feel united. The group was founded mainly to draw closer to Christ and build relationships with other people.

**ARTICLE III – STATEMENT OF COMPLIANCE**

United Nations for Christ Fellowship abides by, supports established Iowa State University policies, State and Federal Laws, and follows local ordinances and regulations. United Nations for Christ Fellowship agrees to annually complete President's Training, Treasurer's Training, and Adviser Training (if required).

**ARTICLE IV – NON-DISCRIMINATION STATEMENT**

Iowa State University and United Nations for Christ do not discriminate on the basis of genetic information, pregnancy, physical or mental disability, race, ethnicity, sex, color, religion, national origin, age, marital status, sexual orientation, gender identity, or status as a U.S Veteran."

**ARTICLE V - MEMBERSHIP**

Section 1: General Membership

Anyone willing or interested to know more about Christ is welcome to join. No minimum GPA requirements. Membership does require affiliation with the University.

Section 2: Voting Membership and Removal

All members are allowed to vote for officers. For a vote to be valid, there must be at least 50% of members present who are students, faculty, or staff of ISU. The general membership will be composed of at least 80% of students.

Section 3: Meetings

Voluntary withdrawal of membership may be provided for current members at any time. There are no dues or other fees. Held once a week as determined each semester by the executive board. Meetings will follow this structure:

* Attendance Welcome
* Prayer
* Lunch
* Lesson/Bible Study by President or guest speaker
* Prayer
* Dismissal by President

**ARTICLE VI – RISK MANAGEMENT**

The role of the risk management officer is to [a] help minimize potential risks for club activities, [b] recommend risk management policies or procedures to (name of student organization), [c] to submit documentation to ISU’s Risk Management Office and [d] to ensure that Iowa State University policies are followed at all of the organization’s events and [e] to ensure that proper waivers and background checks are on file with Risk Management for events (if applicable).

**ARTICLE VII. EXECUTIVE BOARD AND OFFICERS**

**Section 1**: **The Executive Board**

The Executive Board is composed of elected officers. The Executive Board will serve the administrative and organizational duties of**the United Nations for Christ**. Members of the board will serve until graduation unless they opt-out.

**Section 2**: **Officers**

The officers of**the United Nations for Christ** are the President and Secretary-Treasurer.

**President**

The president will preside the meetings and serve as a spokesperson for the group. The president will plan lessons for meetings or make sure a guest speaker is scheduled. The president shall make the final decision should the executive board come to a tie. The president shall serve as liaison to the Student Activities Center (SAC) should another officer be unavailable.

**Secretary-Treasurer**

The treasurer shall handle all financial affairs and budgets for the organization, maintain all necessary records and prepare financial reports. The treasurer shall serve as Financial Liaison to SAC, take notes at meetings, and serve as the attendance keeper. The treasurer shall keep an up-to-date contact sheet with emergency contact listed. The treasurer shall be responsible for the budget and attending all required SAC financial meetings. The treasurer shall maintain the University bank account for UNFC, which shall require the signatures of both the Treasurer and President for authorized disbursements.

**Risk Management Officer**

The Risk Management Officer shall [a] help minimize potential risks for club activities, [b] recommend risk management policies or procedures to United Nations for Christ Fellowship, [c] submit documentation to ISU's Risk Management Office, and [d] ensure that Iowa State University policies are followed at all of the organization's events and [e] to ensure that proper waivers and background checks are on file with Risk Management for events (if applicable).

**ARTICLE VIII. OPERATIONS**

**Section 1: Election Process**

A: Procedures

Elections will take place (when necessary) in the month of April.

B: Offices for Election:

The offices of president and treasurer shall be elected by the voting procedures outlined below.

C: Nominations

All members of the United Nations for Christ will nominate and then vote for officers when positions arise. A majority vote will determine the new officer. Parties will be nominated verbally, and a written vote will be handed in. Each officer will hold the position until graduation or upon a decision to leave the position. Any student member with good standing (80% or greater attendance in the group) is eligible for nomination. At the beginning of each semester, all newly elected officers will assume their positions. In the case of graduation or opting out, a vote will commence to fill the position.

**Section 2: Removal Process**

The process for removal of any officer shall be commenced by a written request for removal signed by at least two voting members and delivered to the Executive Committee. The officer shall have one week to prepare a written response to the request and shall have the opportunity to meet with the Executive Committee to speak with them about the request and response. Should the Executive Committee find grounds for an officer’s removal the matter will be referred to the voting membership. No officer shall be removed without the vote of most of the membership present at a Membership Meeting as prescribed in Article V.C.

Examples of offenses that may result in removal are: four absences from regular weekly meetings per semester, or not upholding the responsibilities outlined in Article VII.2.

Notwithstanding the procedures outlined in the previous paragraph, any misrepresentation in the officer’s leadership application or change in an officer’s representations regarding the beliefs and mission of United Nations for Christ (and, hence, their ability to communicate the messages of the Chapter accurately) shall be grounds for the immediate review of the officer’s position by the Executive Committee. If, after review, the Executive Committee decides that the officer can no longer effectively represent United Nations for Christ or further its mission, the Executive Committee may remove the officer by a majority vote of the Executive Committee.

**Section 3: Vacancy**

 Should an officer position become vacant before the usual end of the officer’s term, the Executive Committee shall appoint an interim officer who meets the criteria for the office in question as well as the criteria in Article VII.2.

**Section 4: Minimum Academic Requirement for Officers:**

  "The officers of this organization must meet the following requirements:

1. Be in good standing with the university and enrolled
2. All elected officers must be current students at ISU with a minimum GPA of 2.0.
3. Be ineligible to hold an office should the student fail to maintain the requirements as prescribed in (a) and (b)."

**Section 5: Executive Committee**

 The Executive Committee shall consist of the advisors plus the elected and appointed officers.

**ARTICLE IX - ADVISOR**

**Section 1: Faculty/Staff Advisor**

The UNFC shall appoint an individual employed as a faculty or staff member by the University to serve as the university advisor to this organization as required by the Iowa State University. Students are not eligible to serve as advisors. The advisor shall fulfill the responsibilities specified in the Student Organizations Handbook. Advisors shall serve on an academic year basis or until their successor has been selected. The current officers shall select advisors.

**Section 2: Removal**

The process for impeachment of any advisor shall be commenced by a written request for removal signed by at least two voting members and delivered to the Executive Committee. The officer shall have one week to prepare a written response to the request and shall have the opportunity to meet with the Executive Committee to speak with them about the request and response. Should the Executive Committee find grounds for an officer’s removal the matter will be referred to the voting membership. No officer shall be removed without the vote of most of the membership present at a Membership Meeting as prescribed in Article V.C.

Examples of offenses that may result in removal are repeated opposition to organization initiatives or not adequately performing administrative role as advisor.

**Section 3: Replacement**

In the event of an advisor vacancy, the current officers shall nominate the replacement advisor. Replacement will be carried out by written nominations of advisors followed by a regular election process by all members.

**ARTICLE X - FINANCES**

All monies belonging to this organization shall be deposited and disbursed through a bank account established for this organization at the Campus Organizations Accounting Office and/or approved institution/office (must receive authorization via Campus Organizations Accounting Office). All funds must be deposited within 48 hours or two business days after collection. The Adviser to this organization must approve and sign each expenditure before payment."

United Nation for Christ does not have any organization dues.

**ARTICLE X1 - AMENDMENTS**

Amendments to the Constitution may be made by a two-thirds vote of a quorum (representing one-half of the voting membership) present at any membership meeting of this chapter, provided that the proposed amendment(s) shall have been deposited in written form with the President, reviewed by the officers, and presented in published form to the members at least two weeks prior to the date of voting. Articles I and II may not be amended without the approval of New Life Church Leadership.

An amended or ratified constitution shall be submitted within 10 days to Student Activities Center for approval.