

Ascend Constitution



Constitution

Ascend Student Chapter

The University of North Carolina at Chapel Hill

Article I - Recognition

- The organization is named Ascend The University of North Carolina at Chapel Hill Student Chapter. It will be referred to as Ascend UNC-Chapel Hill for simplification purposes.
- The Organization is nationally recognized by the National Headquarters of Ascend and is bounded to abide by the national procedures and guidelines of Ascend.

Article II - Mission Statement

To create a community for (but not limited to) Pan-Asian aspiring professionals where they have access to a wide variety of resources to advance their future careers. This chapter seeks to become the premier professional organization dedicated to enabling its members, corporate partners and the professional Pan-Asian community to leverage the leadership and global business potential of Pan-Asian professionals worldwide.

Article III - Membership

Membership is open to individuals of all ethnicities and backgrounds. The majority of our members come from fields where there is a high concentration of Pan-Asians – accounting, financial services, technology, engineering, professional services, and others in business, government, and academia.

Section I: Active Members

- Only currently enrolled UNC-CH students can be active members with the right to vote and hold office

Section II: Non-Discrimination Disclaimer

- This organization abides by UNC-Chapel Hill's Non-Discrimination Policy for Student Organizations, which states the following:
 - Membership and participation in the organization must be open to all students without regard of age, race, color, national origin, disability, religious status or historic religious affiliation, veteran status, sexual orientation, gender identity, or gender expression. Membership and participation in the organization must also be open without regard to gender, unless exempt under Title IX.
 - Student organizations that select their members on the basis of commitment to a set of beliefs (e.g. , religious or political beliefs) may limit membership and participation in the organization to students who, upon individual inquiry, affirm that they support the organization's goals and agree with its beliefs, so long as no student is excluded from membership or participation on the basis of his or her age, race, color, national origin, disability, religious status or historic religious affiliation, veteran status, sexual orientation, gender identity, gender expression, or, unless exempt under Title IX, gender*

*Single Gender Organization Statement: Social fraternities and sororities are RSOs whose primary purpose is the personal development of their members, as distinguished from honorary,

professional, departmental, and service fraternities. Some social fraternities and sororities are culturally- and/or community-based. Social fraternities and sororities may select members according to subjective criteria consistent with the University's non-discrimination policies. Social fraternities and sororities are entitled to single-gender membership, provided they qualify under the provision of Section 86.14 of the regulations promulgated under Title IX of the U.S. Education Act of 1972, which require the organizations be exempt from taxation under section 501(a) of the Internal Revenue Code of 1954. To be recognized as a fraternal organization through Office of Fraternity & Sorority Life, the organization must meet the definition outlined by Title IX and be affiliated with at least one of the currently recognized councils.

Section III: Dues

- Membership shall be open to all full- time students interested in joining the membership. Admission to membership requires completion of web registration online through Ascend's website (www.ascendleadership.org), accompanied by the \$25/year dues and a *.edu email address to be provided when registering.
- All members must remain in "good standing." A member in "good standing" for the purpose of voting, nominating, and candidacy, etc., must abide by the following:
 - Promote a high standard of ethics.
 - Adhere to all of the school's academic and student policies.

Section IV: Attendance

- All members are encouraged to attend 50% of the events held by the Ascend Student Chapter. These events include general meetings, the Annual Chapter Meeting, guest lectures and seminars, community service events, and other special events sponsored by the Ascend Student Chapter or the Charlotte professional chapter of Ascend.

Section V: Voting

- Every paid member in attendance is entitled to vote on all matters brought before the Chapter for resolution by voting. Matters to be resolved by voting include:
 - Election of officers
 - Removal of officers
 - Proposed amendments to student chapter guidelines

Section V: Member Resignation

- Any member may resign at any time. The Chapter will not be required to reimburse the resigning member for any portion of dues previously paid.

Article IV - Governance

Section 1. Elected Officers

All officers of the Chapter - President, Executive Vice President, Vice President of Marketing, VP of Event Planning, VP of Finance, committees of each Vice President role, and Secretary - shall be determined by election. All Ascend Student Chapters must have these positions filled at all times. All

major officers of the organization must be full-time, registered students of The University of North Carolina at Chapel Hill with a minimum of a 2.5 cumulative GPA.

All officers shall serve a minimum of one academic school year.

Section 2. Elections

Elections shall be held in the spring of each academic year (unless for purposes of establishing a new chapter). Only currently enrolled UNC-CH students can be active members with the right to vote and hold office

Any member in good standing can submit a candidate interest form Nomination process:

- Nominees should be interviewed by the local VP of Student Affairs
- Nominee GPAs must be at least 3.2 at the time of nomination. This will be verified by the local VP of Student Affairs.
- Nominees must be able to provide evidence to support an active, paid membership of Ascend.

Section 3. Transitions

There will be a transition period between the completion of elections and the end of the school term, whereby current officers and board members will train any new officers and board members. This will help ensure a smooth transition into the new academic year with the new officers.

Section 4. President

The President shall be the principal executive officer in charge of the Student Chapter. The first President of the Student Chapter will be approved by the Ascend Local Student Affairs Committee.

The duties of the President shall be:

- To preside over the meetings of the Student Chapter.
- To supervise the nomination process for election of officers.
- To oversee the responsibilities of all Vice Presidents of the Student Chapter.
- To approve all requisitions for disbursements from the Student Chapter treasury for any expenditures. These disbursements must also be approved by the local Vice President of Student Affairs.
- To perform such other functions and exercise such further duties as may be voted by the Student Chapter.
- To serve as liaison between the Student Chapter and the designated Professional Chapter that has been assigned to supervise the Student Chapter's activities.
- To submit an annual report and calendar of events to the members at the annual meetings of the Student Chapter and local professional chapter.

Section 5. Executive Vice President

The duties of the Executive Vice President shall be:

- To perform the duties of the President in his or her absence or disability.
- To assist in overseeing all committees approved by the Executive Board.
- To assist in administering all affairs of the Student Chapter.
- To perform such other functions and exercise such further duties as may be voted by the Student Chapter.

Section 6. Vice President of Finance

The duties of the Vice President of Finance shall be:

- To receive all monies of the Student Chapter and immediately deposit in the name of the Student Chapter into a bank account that is set up through the college/universities established infrastructure. The Student Chapter is prohibited to set up a separate bank account externally under the name of the Student Chapter and any executive board members.
- To prepare an operating budget at the beginning of each year.
- To keep a record of all Student Chapter monies and quarterly financial statements for the board for approval.
- To act as chief financial officer for the Chapter.

Section 7. Vice President of Marketing

The duties of the Vice President of Marketing shall be:

- To evaluate the design content, social media posts, website, and email newsletters
- To assess, develop, and implement the promotion of Ascend and its events, through various channels.
- To oversee Marketing Chairs' execution in publicity and design.
- To work with Event Planning Committee to develop promotional strategies on specific events

Section 8. Vice President of Event Planning

The duties of the Vice President of Event Planning shall be:

- To oversee Event Planning Chairs in the planning of events
- To manage event logistics, and execute events as a host
- To work with on and off-campus organizations to collaboratively host both social and professional events
- To connect and maintain the relationships with on and off-campus organizations for further collaboration opportunities

Section 9. Secretary

The duties of the Secretary shall be:

- To keep full and accurate records of all proceedings of the Student Chapter and the Executive Board.
- To forward such records to all officers and the Ascend Local VP of Student Affairs. To maintain attendance records at the Student Chapter and Executive Board meetings.
- To assist in maintaining the Student Chapter member database.
- To provide the Ascend local and national VPs of Student Affairs and the Executive Board with updated lists of all Student Chapter Officers and Faculty Advisors' contact information.
- To maintain a list of members and each member's current status and role in the Student Chapter. This list should be periodically, as agreed, shared with Ascend National.

Section 10. Executive Board

The Executive Board shall consist of the President, Executive Vice President, Vice Presidents of each committee, and Secretary. The duties of the Executive Board shall be:

- To oversee all committees and activities of the Student Chapter.
- To approve special committees as needed.

- To decide matters of policy subject to approval by the Student Chapter and compliance with Ascend policy.
- To appoint a qualified member for the remainder of the semester for an officer position if one should become vacant.

Section 11. Impeachment

Officers may be removed by a seventy-five percent vote of the entire Executive Board. To remove a member or officer, adequate written notice to that person (7 days minimum)** is required before officially removing them from the organization. However, if deemed necessary, officers may be removed by authority of the Ascend Local VP of Student Affairs. Grounds for impeachment are as follows:

- Failure to meet the responsibilities of the officer's position.
- Failure to put the needs and objectives of the Student Chapter as top priority; using the position for sole purposes of self-gain.
- Misappropriation of funds, forgery and/or any other ethical or legal lapses or behavior unbecoming of an officer. Impeachment proceedings must abide by the following steps:
- A seventy-five percent majority vote of the Executive Board, excluding the officer who is subjected to the proceeding, is required for impeachment proceedings to begin.
- The officer in question must be notified of charges in writing.
- A special meeting of the Executive Board must be held to discuss the charges. Ascend Local VP of Student Affairs must be present.
- Should seventy-five percent of the Executive Board vote for removal of the officer in question, the officer will then be impeached.

**Due process must be allowed, as in the right to speak on one's behalf, and right to an appeal. Contact the Carolina Student Legal Services office or your organization's assigned Heel Life Coordinator to ideate about how to structure the due process.

Section 10. Resignation of Officers

Officers may resign in writing to the President and approved by the Ascend Local VP of Student Affairs.

Article V - Advisor

The first Faculty Advisor will be the Faculty member who sponsors the establishment of the college or university's Ascend Student Chapter. If an institution has established standards, the Ascend Student Chapter should follow the institution's standards. The advisor must be a full-time faculty or staff member of UNC-Chapel Hill, UNC Hospitals, or an affiliated department; an emeritus UNC-Chapel Hill faculty or staff member; a UNC-CH retiree with affiliate status; or a campus minister. The advisor does not have the right to vote.

The duties of the Faculty Advisor shall be:

- To provide counsel and assistance to the Student Chapter, its officers, Executive Board and Committees.
- To verify the appropriateness of the content of the reports submitted to the Ascend Local VP of Student Affairs or the professional practice.
- To serve as the liaison between the student chapter and the college or university.
- To ensure the continuity of the Chapter.

Article VI - Meetings

Section 1. General Meetings

General meetings of the Student Chapter shall be held once a month, or at least seven meetings per academic year. General meetings shall be informative with respect to the Student Chapter's news, events, and dealings with Ascend. The monthly meetings shall be held on a fixed day or date of each month. There may be other public or special meetings as required.

Section 2. Annual Chapter Meeting

The Annual Chapter Meeting will include all members of the Student Chapter as well as the Ascend Local VP of Student Affairs. This meeting will be held during the last month of the regular academic term and no later than May 31 of each academic year. Notice of the Annual Chapter Meeting will be posted on the web site and conveyed to all Student Chapter members at least twenty-one (21) days prior to the meeting.

Section 3. Executive Board Meetings

The Executive Board of the Student Chapter should meet monthly to discuss matters relating to upcoming meetings, events, relationships with other groups, and other concerns of the Chapter. The time and place shall be determined by the President, with at least fourteen (14) days of notice to the Executive Board members. Special meetings can be called by any member of the Executive Board on two days' written notice.

Section 4. VP of Student Affairs Meetings

Once each semester, a representative officer from each local student chapter should sit in on the local Professional chapters VP of Student Affairs call-in meeting.

Section 5. Guest Speakers

There should be at least three guest speakers or panels with seminars during each academic year.

Article VII - Committees

Section 1. Organization

Each member, excluding members of the Executive Board, should be an active participant in a Student Chapter Committee outside of general participation in Student Chapter events. The Executive Board will oversee all committees. Each committee will be headed by a Vice President of that committee. Committees can be created by approval of the Executive Board.

Section 2. Professional Development Committee

The Professional Development Committee's role shall be:

- To organize the Student Chapter's events focused on educating members about business related professions and training for professional skills.

- To notify the members of professional opportunities that could align with the members' interest.

Section 3. Marketing Committee

The Marketing Committee's role shall be:

- To promote and increase awareness of the Chapter and its events.
- To act as public relations representative for the Student Chapter, including writing articles for the school newspaper, magazines, etc.
- To plan events and activities on the campus to raise awareness.
- To keep the website updated with news, upcoming events and the results of past events by maintaining regular contact with the other various committees.
- To maintain both the Public and Private page on the Ascend website.
- To maintain Social Media / External Student Websites that must be linked to the Ascend website page. Follow formatting instructions when creating social media /external student websites.

Section 4. Internal Affairs Committee

The Internal Affairs Committee's role shall be:

- To initiate and maintain relationships with various groups within the college or university, including Student Government, Office of Student Life, the Accounting Department, etc.
- To pave the way for Ascend members to conduct business with appropriate organizations within the school.

Article VIII - Finances

Section 1. Operating Budget

The Executive Board, in particular the President and VP of Finance, shall submit an operating budget to Ascend's Local VP of Student Affairs at the beginning of the fiscal year. The amended budget shall be voted on by the Executive Board. The final budget shall be presented to the Vice Presidents of each Committee.

Section 2. Placement of Funds

All available student chapter monies must be placed into an account set up through the college/university infrastructure for clubs/organizations established on campus. Student chapter shall not set up any bank account under the name of Ascend or any executive board members.

Section 3. Annual Student Membership Dues

- The annual student membership dues are \$25.
- The Student chapters shall not collect more than the \$25 fee for membership.
- The membership will be renewed on the anniversary date each year with payment of \$25 annual fee. All membership dues should be paid through the Ascend website.

Section 4. Fundraising

- The Student Chapter must host a fundraiser event at least once a semester to raise money for events and meetings.
- In-school fundraisers must be in accordance with the rules of respective schools.

Article IX - Marketing

- All Ascend promotional and marketing material shall use the official Ascend or logo, which will be provided by National.
- All Ascend letters & PowerPoint presentations should use the Ascend logo and branding
- Use of online social media tools shall adhere to the Facebook Marketing Standards.

Article X - Constitution

The constitution may be amended at any regular business meeting of the organization by a two-thirds vote of active membership, provided the amendment has been submitted to members in writing at least one week prior to the business meeting.