

**“Business Improv” CONSTITUTION**  
**Last Reviewed: January 10, 2024**

**Article I - NAME**

*Section 1: Title:*

The title is Business Improv.

**Article II - PURPOSE**

The purpose of Business Improv is to provide our members opportunities for both personal and professional growth through leadership development, workshops and networking events.

**Article III - MEMBERSHIP**

*Section 1: Active Members*

Only currently enrolled and due-paying UNC-CH students can be active members with the right to vote and hold office. Depending on demand, members may be asked to submit an application to officially join the student organization. The application process will be determined per semester by the student board.

*Section 2: Associate, Alumni, and Other Members*

Faculty, advisors, alumni, and business professionals are encouraged to participate in discussions, knowledge sharing, and training; however, they will not have organizational voting rights, and will not be allowed to actively participate in active consulting cases and projects. Guidance and strategic project direction from non-members is allowed.

*Section 3: Membership Rules of Order*

Members are expected to commit significant time and effort to the club by attending required meetings, completing work for assigned projects, and demonstrating a willingness and desire to learn, communicate, and contribute throughout their membership tenure.

*Section 4: Non-Discrimination Statement*

The organization abides by the University of North Carolina at Chapel Hill's Non-Discrimination Policy for Student Organizations, which states the following:

(A) Membership and participation in the organization must be open to all students without regard to age, color, disability, gender, gender expression, gender identity, genetic information, national origin, race, religion, sexual orientation, or veteran status. Membership and participation in the organization must also be open without regard to sex, unless exempt under Title IX.

(B) 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 age, color, disability, gender, gender expression, gender identity, genetic information, national origin, race, religion, sexual orientation, veteran status or, unless exempt under Title IX, sex.

*Section 5: Duties of Members*

Members must be currently enrolled UNC-Chapel Hill students who have been accepted into the club. Once accepted in the club, members must attend general body meetings, workshops, and other club and leadership development events. Specific requirements will be determined on a semester-by-semester basis and will be posted by club leadership.

### *Section 6: Dues*

Members must pay dues to remain an active member in the organization. Dues are determined on a semester basis and are required for membership.

If a member is unable to pay dues, they will need to reach out to the President(s) or the Treasurer to share their financial situation and they will be provided with additional financial support. Campus resources such as the Melwani Belonging Fund may be able to provide additional financial support.

### *Section 7: Removal of Members*

To remove a member or officer, adequate written notice to that person (7 days minimum) is required before officially removing them from the organization. Due process must be allowed, including the right to speak on one's behalf and the right to an appeal. On day 1, they will be notified by email, on day 5 they will have a hearing if they so choose, and on day 7 they will have final notification of removal and be removed.

Members are eligible for removal based on lack of attendance, negligible effort, or blatant acts of disrespect or misbehavior during club activities, meetings, communications. Additionally, violations on student conduct including Title IX, EOC Issues, or violation of UNC/UBP policies that include ongoing investigations will result in suspension from organization while investigations found guilty will result in immediate removal from organization.

Members may be allowed a certain number of unexcused absences (exact number will be determined by the board every semester) from required club activities such as GBMS, workshops, and competitions, while excused absences require notification to the Executive Team before the meeting to gain approval. The absence will be reviewed by the Executive Team to determine whether or not the absence is excusable.

Removal can be voted on a majority basis by the leadership team if a concern is raised by any member in good standing within the organization. Removed members have the right to appeal their decision once by submitting a written statement to the leadership team, which would then result in a 15-minute hearing with the leadership team allowing them to appeal their case and present their argument for remaining a member. If the situation requires, the hearing time frame may be extended. If any member, including officers are removed, they will need to remove their active member status from resume and social platforms such as LinkedIn.

Removal from an organization's position based upon race, color, religion, creed, sex, national origin, age, disability, veteran status, or sexual orientation is in violation of federal and state law and UNC policy and will not be tolerated.

## **Article IV – ELECTED OFFICERS**

### *Section 1: Officers*

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 both during elections and while holding office. For graduate students, you must be a full time, student activity fee paying student who is in good academic standing both during elections and while holding office. The order of authority from highest to lowest: President, Executive Board Member, Member.

### *Section 2: Duties of Officers*

Name each officer position and list their respective responsibilities.

President(s):

**President(s):** The President may organize chapter and executive team meetings, collaborate with the rest of the executive team to set chapter goals and objectives, represent the chapter at school and community events, and serve as a liaison between the chapter and school administration.

**Vice President of Marketing:** The Vice President of Marketing may develop and implement marketing strategies to promote events and activities, create promotional materials and social media content, manage the chapter's social media accounts and online presence, and facilitate communication between members through online platforms.

**Vice President(s) of Events:** The Vice President(s) of Competitions may organize and coordinate events, assist members in preparing for case competitions, track event attendance, and develop presentations and activities for general body meetings.

**Vice President of Outreach:** The Vice President of Outreach may identify and connect with potential guest speakers who can give talks and advise members, plan and execute community outreach events on campus to enhance the chapter's presence, and foster relationships with local businesses and organizations for potential career treks.

**Treasurer:** The treasurer may manage the chapter's financial records and transactions, collect and track membership dues, secure funding from CUSO for events and look for financial support, and assist in budget planning and financial reporting.

#### *Alumni:*

*Alumni of Business Improv are those members who have either graduated or have selected club retirement. Students who are in their final school-year or by exception approval by President(s), may remain "socially-active" in which they can attend Business Improv sponsored events such as firm events, GBMs, or social events.*

#### *Externship:*

*Members on Externship must get their semester-long absence approved in advance by submitting a form and meeting with the President(s) for reasons including but not limited to study abroad. This "role" is reserved for those who have special circumstances which would inhibit their contributions to projects and will allow them to resume their member position in the following semester.*

#### *Section 3: Election of Officers*

Future President(s) will be selected by Current President(s) through an application process decided and evaluated by President(s) in the Spring semester.

Executive Team Members will be selected through an application process decided and evaluated by the Current President(s) of Business Improv. Term limits are annual, and officers are allowed to serve consecutive annual terms but must reapply for each consecutive term. Term changes at the end of Spring Semester (April/May 202x – April/May 202x+1).

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 both during elections and while holding office.

#### *Section 4: Removal of Officers*

Business Improv Officers may be subject to removal from their leadership role if they demonstrate a lack of attendance, consistent low performance, or a blatant act of disrespect or misbehavior that disrupts or hinders the success of the organization. Officer performance is evaluated by the President(s) and low performance is defined as neglecting to complete duties after repeat feedback and requests. The Officer must be made aware of

low performance with at least one written warning and be given an opportunity to improve. Additionally, if there is misconduct with the UNC or federal law, an Officer's position will be subject to removal, according to guidelines listed above for members.

Officers, including President(s), are allowed an excused absence from general body meetings, with a required notification of the absence to the President(s) before the meeting. The absence will be reviewed by the President(s) to determine whether or not the absence is excusable.

Prior to officer removal, Exec Board members should have a meeting with the President(s), with possible invitation of UNC staff (Club Advisor or Director of Student Organizations) per Board member's choice, to discuss feedback and areas of improvement, as necessary.

Removed officers have the right to appeal their decision once by submitting a written statement to the leadership team, which would then result in a 15-minute hearing with the leadership team allowing them to appeal their case and present their argument for remaining an officer. If the situation requires, the hearing time frame may be extended. In the event of an officer's removal, the President(s) will determine a replacement in accordance with the organization's bylaws and constitution.

Removal from an organization's position based upon race, color, religion, creed, sex, national origin, age, disability, veteran status, or sexual orientation is in violation of federal and state law and UNC policy and will not be tolerated.

## **Article V - ADVISOR**

### **Section I. Qualifications**

The organization has an advisor who is 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; or a campus minister. The advisor does not have the right to vote.

### **Section II. Duties**

The advisor provides general guidance for the organization's overall strategy. The duties of the advisor include attending general body meetings, providing support for the executive team, and offering new strategies for club management and client development.

## **Article VI – FINANCIAL STRUCTURE**

Dues and Funding will be managed by the President(s) and VP of Internal with oversight from the Advisor whenever required. Financial decisions and allocation will require approval from the President(s). Provided that no part of the net earnings of the corporation shall inure to the benefit of any private member or individual, and provided further that no substantial part of its activities shall involve the carrying on of propaganda, or otherwise attempting to influence legislation, and provided further in or intervene in (including the publishing or distribution of statements) any political candidate for public office.

## **Article VII - RATIFICATION**

Ratification of bylaws will involve a simple majority vote from all Business Improv Officers, and any ratifications will be upheld by members.

## **Article IX - AMENDMENTS**

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

week prior to the business meeting.

Proposed amendment(s) must be provided to all members of the Board for review with adequate notice before the meeting. During that meeting, the amendment itself may be amended. Any member of Business Improv's Board may propose an amendment.