

CONSTITUTION AND BYLAWS OF THE MINORITY BUSINESS STUDENT ALLIANCE (MBSA)

CONSTITUTION OF _____ MINORITY BUSINESS STUDENT ALLIANCE _____

ADOPTED Austin Dumas

June 2025

ARTICLE I – Name

- Minority Business Student Alliance.
Kenan-Flagler Business School. The University of North Carolina at Chapel Hill -

ARTICLE II – Affiliations

Section 1. State any affiliations with local, state, regional, or national organizations.

N/A

Section 2. State any adherence of any rules by a governing body. N/A

ARTICLE III - Purpose and Objectives

A. The objectives of the Minority Business Student Alliance are primarily:

- 1.Outreach
- 2.Professional Development
- 3.Career Advancement
- 4.Mentorship
- 5.Education (educating the KFBS community on issues that pertain to minority students)

B. MBSA intends to serve these audiences:

1. BSBA Students of Color
 - i. This specific segment of clientele could include persons who identify with their race/ethnicity/color or those who do not as well. Generally speaking, persons of color are defined as African, AfricanAmerican/Black, Latino/Hispanic, Native Indian, and Asian Students.
- 2.Prospective BSBA Students of Color
- 3.All BSBA Students
- 4.Corporate Partners
- 5.Miscellaneous Business School Partners
 - i. This specific segment of clientele could include students, faculty, and staff in the MAC, MBA, or PHD program here at Kenan-Flagler that could assist us with holding specific workshops, lectures, seminars, etc. in their specialized fields.

C. MBSA's Value Proposition, its main functions and the benefits it would present to its members are:

1. Serving as a main point of contact and/or communication channel for minorities when firms want to organize activities for diversity recruitment
2. Developing a sense of community amongst past, present, and future minority BSBA students
3. Offering professional development and career advancement opportunities such as etiquette workshops, networking nights, etc.
4. Providing an opportunity for minority students to obtain leadership roles

D. Mission Statement:

The Minority Business Student Alliance offers networking, professional development, career advancement, and community service opportunities in a welcoming environment for current and potential minority students of the Kenan-Flagler Business School at the University of North Carolina at Chapel Hill. We strive to fulfill the unique personal and professional needs that enable minorities to maximize their career potential in business.

E. The organization's motto is: "*Fostering Advancement through the Power of Diversity.*"

ARTICLE IV – Membership and Participation

Section 1.

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

In order to be a member at any level within the organization a person must:

- Be a student in the Kenan-Flagler Business School to be in the executive board.
- Have an interest in business to be a member of the MBSA general body.
- As long as you are a member of the general body and in the BSBA program you can run for president.
- In order to attend events you must be a dues paying member.

Section 2.

N/A

Ability to run for office

Ability to participate in official club activities

Membership and participation in the organization must be open to all students without regard to 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."

ARTICLE V – Advisor

The Minority Business Student Alliance (MBSA) advisor shall 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 shall not have the right to vote. The MBSA advisor shall provide the following services to the organization:

- Guidance and support on the organization's mission, goals, and objectives
- Assistance with planning and executing events and activities
- Advice on organizational structure and governance
- Help with resolving conflicts and disputes
- Mentoring and support for the organization's officers and members

The MBSA advisor shall meet with the organization's officers on a regular basis to discuss the organization's progress and to provide any necessary assistance. The advisor shall also attend the organization's general body meetings and other events as often as possible.

The MBSA advisor may be removed from their position by a two-thirds vote of the organization's executive board. The executive board shall provide the advisor with written notice of their removal at least one week in advance.

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McColl Bldg. ▪ Chapel Hill, NC 27599-3490
252.813.5215 ▪ felix_morton@kenan-flagler.unc.edu
- Interim Advisor: Mahogany Persip ▪ Assistant Director of Admissions Recruitment, and Diversity Program ▪ UNC's Kenan-Flagler Business School McColl Bldg. ▪ Chapel Hill, NC 27599-3490
mahogany_persip@kenan-flagler.unc.edu

ARTICLE VI - Coach/Manager (please note: applies for most sports clubs)

N/A

ARTICLE VII – Meetings

Section 1.

- Executive board meetings will be held once every two weeks.
- General body meetings will be held once a month.

Section 2.

- A regular general body meeting will be called by a message sent by the secretary of the club to the general body email listserv.

Section 3.

- In order to conduct business in an executive board meeting, there needs to be a quorum of two thirds of the executive board members present at the meeting.

Removal of an Officer or Member

7-Day Removal Process

To remove an officer or member from the Minority Business Student Alliance (MBSA), the following process must be followed:

Day 1:

- The MBSA executive board will send a written notice to the officer or member informing them of their intent to remove them from the organization. The notice will state the reasons for the removal and the date and time of the hearing.
- The officer or member will be given a copy of the MBSA constitution and bylaws, as well as any other relevant documents.
- The officer or member will be given the opportunity to respond to the charges against them in writing or in person. Day 3:
- The MBSA executive board will hold a hearing to review the charges against the officer or member. The officer or member will have the opportunity to present their case and to answer any questions from the executive board.

Day 5:

- The MBSA executive board will meet to make a final decision on whether or not to remove the officer or member from the organization. The decision of the executive board is final.

Day 7:

- If the officer or member is removed from the organization, the MBSA executive board will send them a written notice confirming their removal.

Explanation of the 7-Day Removal Process

The 7-day removal process is designed to ensure that all officers and members of MBSA have a fair and equitable opportunity to be heard before being removed from the organization. The process also provides the MBSA executive board with time to carefully consider the charges against the officer or member and to make a fair and informed decision.

Additional Notes

- The MBSA executive board may extend the 7-day removal process if necessary.
- The officer or member may be represented by an advisor or other representative of their choice at the hearing.
- The officer or member may appeal the decision of the executive board to the MBSA advisor.

ARTICLE VIII - Executive Board

Section 1.

Eligibility

To be eligible to hold office in the Minority Business Student Alliance (MBSA), a student must:

- Be a currently enrolled UNC-CH student
- Have a cumulative GPA of 2.5 or higher
- Be in good academic standing

President

- Oversees the operation of the organization.
- Presides over all meetings.
- Has ultimate responsibility of the well-being of the organization.
- Serves as chairperson of the Core Committee.
- Serves as an ex-officio member of all committees.
- Serves as the primary contact of the organization.
- Is the “face” of the organization somewhat how Dean is the “face” of KFBS.
- Finalizes all decisions of the organization.
- Serves as a representative of the MBSA on the BSBA Student Government.

Co-President

- All of the above duties of the president
- Stand-in president when president is absent
- Serves as liason to the President

Secretary

- Record proceedings of all meetings (Core and General).
- Maintain attendance records of all meetings (Core and General).
- Sends out all emails and reminders about meetings, events, etc.

VP/Director/Chairperson of Outreach

- Serves as chairperson of the Outreach Committee.
- Serves as main contact with the Alliance of Minority Business Students (MBA organization).

- Organizes programs and events to motivate prospective minority BSBA students.
- Developing possible mentorship programs amongst current minority BSBA's and prospective minority BSBA's and current minority BSBA's and members of the AMBS
- Serves as a contact between on-campus minority organizations such as MAPS, BSM, Chispa, ASA, etc.

VP/Director/Chairperson of Corporate Relations

- Serves as Chairperson of the Corporate Relations Committee which is responsible for organizing events with firms interested in holding diversity recruitment events as well as informational sessions with our organization.
- Speaks with corporate partners.
- Organizes events with firms
- Develops professional development events.
- Organizes field trips to firms in the area.

VP/Director of Finance

- Is accountable for all monies/funds of the organization.
- Keeps the official financial records.
- Reports monthly deposits and expenditures.
- Develops a budget.
- Receives funds from corporate sponsors.
- Collects dues from members.

Event Coordinator (VP/Director/Chairperson of Special Events)

- Serves as Chairperson of the Special Events Committee.
- Is in charge of planning, coordinating, scheduling, and successfully executing MBSA events.
- These events include fundraising, community service, joint events with other organizations, etc.

Membership Chair

- Takes attendance of general members at meetings
- Comes up with strategies to maintain high participation and attendance of members
- Sends out a consistent newsletter to members to maintain club communication

*An officer of MBSA may be removed from office for the following reasons:

- Failure to maintain a cumulative GPA of 2.5 or higher
- Academic suspension or expulsion
- Violation of the MBSA constitution or bylaws
- Other serious misconduct

GPA / Good Standing Statement

The GPA / good standing requirement for MBSA officers is designed to ensure that the organization's leadership is composed of students who are academically successful and who are committed to the organization's mission and values. The requirement also helps to ensure that the organization is led by students who are in good standing with the university.

Section 2.

- In the event of a vacancy, the executive board will ask members of the general body who wish to hold office to express their intention to the secretary of the club. The executive board will take a vote and decide who is elected to fill the vacancy.

ARTICLE IX – Elections

Section 1.

- Every member is up for election every year. An incumbent member can hold office as he/she is re-elected. Every executive board member will hold office for one school year (fall and spring semesters).

Section 2.

- As long as students are accepted to the business school in the middle of February they should submit nominations no later than March 15th.
- Any interested candidates should email the secretary of the club stating their intention and position they want to run for no later than March 15th.
- Candidates will present a speech at the normal general body meeting.
- After all candidates have given their speeches, the general body will hold a vote.
- All votes count equally for every member. Executive board members are also allowed to vote.

Section 3.

- Quorum will be present for an election if attendance is half of the general body plus one.
- Elections have to be held no later than April 15th each year.
- To win candidacy and be elected to an office you have to earn more votes than competing candidates in an election held during a general body meeting.

Section 4.

- If there is a tie between two candidates the general body meeting will vote for a first runoff round.
- In case of a second tie, and given a second runoff is necessary, the executive board will vote to determine the winner.

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.

ARTICLE X - Committees/Division

The Minority Business Student Alliance consist of four committees: Corporate Relations, Marketing, Outreach, and Special Events.

- Any general body member, in good standing, can be a member of a committee.
- Each committee will be led by its respective Vice President who will determine committee meeting times and responsibilities of committee members.
- Each committee will also have a Committee Chairs. Committee Chairs will report directly to the Vice President and serve as each Vice President's shadow. Responsibilities of the Committee Chair will be determined by each Vice President.
 - Committee Chairs will be selected no later than three weeks after each election by each committee's respective Vice President.
 - All members interested in a Committee Chair position must submit a resume and a statement of purpose to the newly elected and immediate past Vice President of their committee.
 - The newly elected and immediate past Vice President will select the new committee chair. After selection, these two individuals must present their selection to the entire Executive Board for approval.

- After approval by the Executive Board, the newly appointed Committee Chair will be notified and officially recognized as the Committee Chair.

ARTICLE XI - Funds

Revenues:

MBSA has 2 sources of funds for income:

- Student Congress; and
- BSBA Student Government Expenses:

The treasurer will be responsible for keeping record of all expenses and associated receipts, as well as making sure that any expenses incurred are in accordance with allowed student organization spending policies. He will also report on a monthly basis to the president the expense balances for the month. It will also be the responsibility of the treasurer to submit these receipts to the SAFO office to get reimbursed. Come up with accounting procedures to manage funds. (Formal request etc.) Outline process.

ARTICLE XII – Ratification

- The Constitution will be ratified after the final draft is sent by email to all members and no opposition or disagreement is expressed and is therefore approved unanimously.

ARTICLE XIII – Amendments

- Only executive board members are allowed to present potential amendments to the constitution.
- Any amendment will be presented to the executive board who will vote on it. For any amendment to be approved it has to have a $\frac{3}{4}$ approval from the board.

ARTICLE XIV - By-laws

- The inclusion of any new rules or regulations specific to the organization not included in this document will have to come through the form of an amendment.

ARTICLE XV - Parliamentary Procedures State any parliamentary rules of order which are used.

Roberts Rules of Order.

ARTICLE XVI – Relief of Duties

- Each executive member must attend every executive meeting. One absence results in a verbal warning. Upon the second absence, the president and executive vice president will meet with the delinquent member to gauge next steps.
- Two late appearances is equal to one absence.
- If a member of the executive board fails to uphold his/her duties, the president shall confront him/her and discuss whether improvement can be made. If performance improvement is deemed feasible, the delinquent member will resume duties until otherwise observed by the president or another member of the executive board. If otherwise observed, the president and executive vice president will meet with the delinquent member to gauge next steps.
- In the event the president is the delinquent member, the organization's current advisor will replace the president in all aforementioned statements in Article XVI.