

The Constitution of Sacred Circle:
American Indian and Indigenous
Peoples Student Organization
The University of
Wisconsin-Parkside

Our History

SACRED CIRCLE was founded in (semester/year) by (insert name/s). The name SACRED CIRCLE was given to this organization by a UW-Parkside student from the Sioux Nation on Pine Ridge Indian Reservation in South Dakota. In the fall of 2002, it was agreed upon that "American Indian and Indigenous Peoples Student Organization" would be added to the founding name for the sake of clarification.

ARTICLE I: Name

The name of this organization shall be SACRED CIRCLE: American Indian and Indigenous Peoples Student Organization. For brevity, this organization shall hereon be referred to as SACRED CIRCLE within this constitution.

ARTICLE II: Purpose

1. The purpose of SACRED CIRCLE shall be to honor the cultures of American Indian and indigenous people. (Hereon to be abbreviated and referred to as AI&IP) This shall be accomplished through recognizing, encouraging, supporting, and promoting those activities that exemplify this organization's purpose. Some objectives shall be:

- ⊕ Establishing a community of friendship and support among students, staff, faculty members, and residents.
- ⊕ Promoting awareness, education, and understanding with regard to AI&IP and their cultures.
- ⊕ Being a voice for and with Civil and Human Rights for AI&IP.
- ⊕ Providing personal and professional growth opportunities to its members and the community through means of leadership, education, training, and cultural events.
- ⊕ Providing a harmonious atmosphere for all who uphold this organization's purpose.

2. Furthermore, SACRED CIRCLE will abide by all policies set forth in the UW-Parkside Student Eligibility Criteria.

ARTICLE III: Membership

1. Membership of SACRED CIRCLE shall be:

- ⊕ Open to all students, staff, and faculty members of UW-Parkside.
- ⊕ Awarded at times in honorary fashion to those who:
 - a. Support the purpose.
 - b. Participate in club activities and/or provide services.
- ⊕ Determined and defined as:
 - a. Attendance at meetings on a regular basis and/or

b. Participation in the efforts of the organization.

2. Voting rights shall be given to all members – including honorary.

3. This organization shall not discriminate on the basis of race, ethnicity, creed, gender, gender identity, sexual orientation, religious belief or lack thereof, veteran status, marital/familial/parental status, age, physical appearance, disability, political affiliation, national origin, income level or source, residency status, or geographic disadvantage for any reason including but not limited to, tribal affiliation, educational opportunity, employment, housing, physical or emotional well being, and social attitudes.

ARTICLE IV: Officers

1. Officers in SACRED CIRCLE shall consist of:

- ⊕ President
- ⊕ Vice-President
- ⊕ Secretary
- ⊕ Treasurer
- ⊕ Parkside Student Government Association (PSGA) Representative

2. The position of Secretary and Treasurer may be formed into one as Secretary/Treasurer.

3. Optional and additional officers of this organization may include:

- ⊕ Sergeant at Arms
- ⊕ Member at Large

4. Officers shall be elected by e-mail, paper, or hand-count ballot.

5. Officers must have a minimum cumulative grade point average of 2.0 and are required to take a minimum of 6 non-audit credits as stated in the Student Life Eligibility Criteria (see Student Organization & Advisor Handbook).

ARTICLE V: Officer Duties

The duties of the officers in SACRED CIRCLE shall be:

1) President

The President of SACRED CIRCLE shall be:

- ⊕ In office for a period of no more than two consecutive terms, (a term being the standard school year consisting of the Fall and Spring semesters) or until duties can no longer be performed as stated.

- ⊕ Responsible for the organization and conduction of general and officer meetings and sub-committees within this organization.
- ⊕ Responsible for presenting members with information regarding issues that are in the interest of this organization and its survival.
- ⊕ An advocate of this organization throughout the duration of term and will act accordingly.
- ⊕ Required to hold and attend general and officer meetings or give notice no less than one week in advance of the meeting to be rescheduled. In addition, he/she shall be excused for no more than three consecutive meetings without advanced notice of no less than three hours prior to said meeting; such notice is to be presented to the Vice-President or this organization's advisor(s).
- ⊕ Entitled to call emergency meetings providing adequate notice is given (adequate notice being no less than 24 hours).
- ⊕ Required to carry out and uphold all Articles as stated in this organization's constitution.
- ⊕ Required to submit to this organization's advisor(s) a Statement of Resignation in the event that duties can no longer be fulfilled.

2) Vice-President

The Vice-President of SACRED CIRCLE shall be:

- ⊕ In office for a period of at least one term (a term being the standard school year consisting of the Fall and Spring semesters) or until duties can no longer be performed as stated.
- ⊕ Responsible for assisting the President in the organization and conduction of general and officer meetings and sub-committees within this organization.
- ⊕ Responsible for presenting members with information regarding issues that are in the interest of this organization and its survival.
- ⊕ An advocate of this organization throughout the duration of term and will act accordingly.
- ⊕ Required to attend general and officer meetings and shall be excused for no more than three consecutive meetings without advanced notice of no less than three hours prior to said meeting; such notice is to be presented to another officer or this organization's advisor(s).
- ⊕ Required to assume the duties of President when necessary or take office as President should the position become vacant.
- ⊕ Required to carry out and uphold all Articles as stated in this organization's constitution.
- ⊕ Required to submit to the President a statement of Resignation in the event that duties can no longer be fulfilled.

3) Secretary

The Secretary of SACRED CIRCLE shall be:

- ⊕ In office for a period of at least one term (a term being the standard school year consisting of the Fall and Spring semesters) or until duties can no longer be performed as stated.
- ⊕ Responsible for keeping a continuous record of general and officer meetings, and attendance.
- ⊕ Responsible for presenting members with a weekly report of the minutes.
- ⊕ Responsible for recognition of members' birthdays, expressions of get well, condolences, and congratulations.
- ⊕ An advocate of this organization throughout the duration of term and will act accordingly.
- ⊕ Required to attend general and officer meetings and shall be excused for no more than three consecutive meetings without advanced notice of no less than three hours prior to said meeting; such a notice is to be presented to another officer or this organization's advisor(s).
- ⊕ Required to carry out and uphold all Articles as stated in this organization's constitution.
- ⊕ Required to submit to the President a Statement of Resignation in the event that duties can no longer be fulfilled.

4) Treasurer

The Treasurer of SACRED CIRCLE shall be:

- ⊕ In office for a period of at least one term (a term being the standard school year consisting of the Fall and Spring semesters) or until duties can no longer be performed as stated.
- ⊕ Responsible for maintaining a record of the budget and financial status of this organization and presenting a budget report as needed.
- ⊕ Responsible for investigating funding opportunities.
- ⊕ Responsible for coordinating and regulating the Budget Committee, which will consist minimally of the treasurer, one advisor, and one other officer.
- ⊕ Responsible for the development of annual budgets with assistance from the Budget Committee.
- ⊕ Responsible, along with the Budget Committee, for presenting the projected budgets to the Segregated University Fees Allocation Committee (SUFAC).
- ⊕ An advocate of this organization throughout the duration of term and will act accordingly.

- ⊕ Required to attend general and officer meetings and shall be excused for no more than three consecutive meetings without advanced notice of no less than three hours prior to said meeting; such notice is to be presented to another officer or this organization's advisor(s).
- ⊕ Required to carry out and uphold all Articles as stated in this organization's constitution.
- ⊕ Required to submit to the President a Statement of Resignation in the event that duties can no longer be performed.

5) Sergeant at Arms

The Sergeant at Arms of SACRED CIRCLE shall be:

- ⊕ In office for a period of at least one term (a term being the standard school year consisting of the Fall and Spring semesters) or until duties can no longer be performed.
- ⊕ Responsible to call all general and officer meetings to order and to call adjournment of the same.
- ⊕ Responsible to maintain order at all general and officer meetings by knowing and enforcing Robert's Rules of Order.
- ⊕ Responsible to recognize who has the floor at all general and officer meetings.
- ⊕ Responsible to keep time of all agenda items.
- ⊕ An advocate of this organization throughout the duration of term and will act accordingly.
- ⊕ Required to attend general and officer meetings and shall be excused for no more than three consecutive meetings without advanced notice of no less than three hours prior to said meeting; such notice is to be presented to another officer or this organization's advisor(s).
- ⊕ Required to carry out and uphold all Articles as stated in this organization's constitution.
- ⊕ Required to submit to the President a Statement of Resignation in the event that duties can no longer be fulfilled.

6) Member at Large

The Member at Large of SACRED CIRCLE shall be:

- ⊕ In office for a period of at least one term (a term being the standard school year consisting of the Fall and Spring semesters) or until duties can no longer be performed as stated.
- ⊕ Responsible for welcoming new Freshman and transfer students.

- ⊕ Responsible to voice the concerns of the general members and mediate discussions and elections.
- ⊕ An advocate of this organization throughout the duration of term and will act accordingly.
- ⊕ Required to attend general and officer meetings and shall be excused for no more than three consecutive meetings without advanced notice of no less than three hours prior to said meeting; such notice is to be presented to another officer or this organization's advisor(s).
- ⊕ Required to carry out and uphold all Articles as stated in this organization's Constitution.
- ⊕ Required to submit to the President a Statement of Resignation in the event that duties can no longer be fulfilled.

7) Parkside Student Government Association (PSGA) Representative
The PSGA Representative of SACRED CIRCLE shall be:

- ⊕ In office for a period of at least one term (a term being the standard school year consisting of the Fall and Spring semesters) or until duties can no longer be performed as stated.
- ⊕ Responsible for attending Parkside Student Government Association's weekly meeting and thus reporting back to the general assembly at its weekly meetings.
- ⊕ Responsible to voice the concerns of the general members to PSGA.
- ⊕ An advocate of this organization throughout the duration of term and will act accordingly.
- ⊕ Required to attend general and officer meetings and shall be excused for no more than three consecutive meetings without advanced notice of no less than three hours prior to said meeting; such notice is to be presented to another officer or this organization's advisor(s).
- ⊕ Required to carry out and uphold all Articles as stated in this organization's constitution.
- ⊕ Required to submit to the President a Statement of Resignation in the event that duties can no longer be fulfilled.

ARTICLE VI: Committees

1. The Committees of SACRED CIRCLE shall consist of:

- ⊕ Public Relations Committee: A minimum of two members responsible for the recruitment of new members to this organization and providing advertisement of this organization and its activities. This committee shall also be responsible for the organization's newsletter and web site. (Two officers shall oversee this committee – to be discussed which two.)

- ✦ Budget Committee: The treasurer, at least one other officer, and at least one advisor are responsible for analyzing and developing annual budgets and fundraising opportunities.
- ✦ Sub-Committee: Spontaneously may be formed to plan activities and/or events.
- ✦ Over-Sight Committee: Formed to make sure that this constitution is reinforced and implemented in accordance with the university policy and mandate over impeachment proceedings along with this organization's advisor(s). It shall be dissolved after completion of assignment.

2. The members in all of these committees shall be volunteers, with the exception of the officers, and they must devote themselves to duty throughout the duration of term with respect to the Public Relations and Budget Committee and throughout the duration of the assignment for the Sub-Committees and Over-Sight Committee.

3. All of these committees are optional and dependent upon the implementation of the members of this organization.

ARTICLE VII: Meetings

1. General meetings shall be held once a week or at such other time as to be determined by members and/or officers and advisor(s).
2. Officers shall be excused for no more than three consecutive general meetings without previous approval from a higher-ranking officer or this organization's advisor(s) or else is subject to resignation or dismissal.
3. Officers shall meet once a week or at such other time as to be determined by themselves and/or advisor(s) to discuss the progress of current activities or plans for future activities.
4. Committee meetings shall be held at least once a month at a time that is most convenient to the majority within the committee. At least one organization officer must be present at all committee meetings.

ARTICLE VIII: Quorum

The minimum members of this organization needed to conduct business shall be (1) officer and (1) general member.

ARTICLE IX: Election of Officers

1. Nominations of officers shall be submitted in the month of April.
2. The elections of the positions of President, Vice-President, Secretary and Treasurer or Secretary/Treasurer, and PSGA Representative shall be held in the month of April or at such a time of vacancy to any seat. In addition, officers are to be sworn in and take office at that time.
3. Nominees will present their statements prior to the election.

4. The elections of the positions of Sergeant at Arms and Member at Large shall take place at such a time as determined necessary by this organization's members or at such a time of vacancy to any seat.
5. All positions shall be open to elections annually.
6. Elections shall only be open to members of this organization.
7. Any office that should become vacant prior to the day of elections shall be filled by either order of succession or through the election process.
8. All new officers will be sworn in by the oath as follows:

I, (name), do solemnly swear that I will faithfully execute my position as (officer title) in SACRED CIRCLE and will to my best ability uphold, preserve, protect, and defend this organization and its members.
9. All new officers shall be sworn in by this organization's advisor(s).

ARTICLE X: Constitution and Amendments
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1. Members may petition for the dismissal of any officer or representative that fails to advocate this organization according to the statements in this constitution.
2. A request for petition against any officer or representative must proceed in the following manner:
 - ⊕ A formal, typed argument with substantial reasoning for such a petition for dismissal must be drafted.
 - ⊕ The formal, typed argument must be submitted to a tribunal consisting of this organization's advisor(s) and the Over-Sight Committee.
 - ⊕ Dismissal or impeachment based on such a petition must be approved by a two-thirds vote of the tribunal.
3. In the event that the number of members should become less than fifteen, all exterior representation shall be limited to the singular position of Student Organizations Council (SOC) and the Public Relations Committee. (TO BE DISCUSSED)
4. This constitution will be amended by the completion of three steps:
 - ⊕ First, a movement presented to the members in written form that is seconded.
 - ⊕ Second, a second movement that is made on the same date of the presentation to review it.
 - ⊕ Third, a majority ruling of all members.
5. This constitution shall be ratified providing a majority ruling of all members.
6. This constitution and/or amendments shall become valid once a copy has been given to the UW-Parkside Student Activities office.