Constitution of the Coordinating Board of the Seven Sisters Coalition

Preamble

The Seven Sisters Coordinating Board (the "Board") serves as the leadership structure for students in the historic Seven Sisters Coalition. The Coalition includes all students and alumni from the six participating schools. The Board includes student representatives from each school. Each school's group of students coordinates Coalition events at their own schools. The Board recognizes alumni participation as activities of the Coalition.

The Seven Sisters Student Coordinating Board believes that a collaboration of students from the historic Seven Sisters: Barnard College, Bryn Mawr College, Mount Holyoke College, Smith College, Vassar College, and Wellesley College, can successfully promote the coordination of academic, cultural, and social activities. The Board's main responsibility is to work in a constructive manner to address issues as they arise and exercise a leadership role in furthering ties among the colleges. In doing so, it shall seek suggestions and guidance from each member's respective institution and any pertinent institutional offices.

Article I: General

Section 1: The name of the organization shall be the Seven Sisters Student Coordinating Board.

Section 2: The Board is an independent organization with no direct connection to any administrative or faculty boards of the Seven Sisters Colleges. The Board is an officially recognized Seven Sisters group as the constitution has been recognized by the student government organizations at each campus.

Section 3: Each participating school will allocate \$500 from student government budgets for Board activities including the annual Fall Leadership Conference, Spring Summit, and subsequent programs or projects.

- a. The head of the Fall Leadership Conference for that calendar year shall be responsible for all existing funds.
- b. Each student government will have a line item for the Seven Sisters fees for conferences and activities for each academic year. The Board will discuss and agree upon the status and location of the funds each December, following the fall conference, and May, prior to semester finals.

Article II: Members

Section 1: The members of the Seven Sisters Student Coordinating Board shall be two to four students from each institution.

- a. One representative shall be affiliated with their Student Government Executive Board.
- b. Representatives shall be appointed as each Student Government organization deems fit.
- c. Representatives shall serve for at least a one-year term.

Section 2: The incoming members for the following academic year shall be selected before the first fall meeting.

Section 3: Additional representative positions and committees may be formed at the discretion of the Board.

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Section 4: At the first meeting of the fall semester, the Board shall elect a Chair and a Secretary.

- a. The Board Chair shall break any tie for issues requiring a vote.
- b. The Board Chair sets an agenda for representatives to offer additions or amendments.
- c. The Board Secretary shall take minutes and distribute information.
- d. The Board Chair and Secretary shall coordinate virtual meetings, or "hangouts".

Section 5: The Board shall designate each of the following responsibilities to at least one representative, including but not limited to:

- a. Alumni outreach
- b. Public relations
- c. Website management

Article III: Meetings

Section 1: The Board shall hold its first regular meeting once classes begin and before October 1st, virtually or in person. At this meeting, the Board shall designate its regular meeting dates for the fall semester. At the beginning of the spring semester, the Board shall establish its meeting dates for that semester.

Section 2: As the Board deems appropriate, it may call upon administration, faculty, staff and alumni from each institution. These individuals will be available for guidance and support and shall not retain executive or voting powers.

Section 3: The Board shall hold no fewer than three regular meetings per semester, in person or virtually.

Section 4: The Board may be called into special meetings, beyond the regular meetings, as it sees fit. Attendance at meetings held in special session shall not be mandatory.

Section 5: Board meetings shall follow parliamentary procedure.

Section 6: Member institutions shall participate in an annual Student Government Leadership Conference held in October or November.

- a. The purpose of the conference is to offer leadership training, networking opportunities, and discussions for student government organization leaders of the Coalition schools.
- b. Each school will take turns hosting the conference, as determined by alphabetical order, beginning with Barnard's conference in 2009 through Wellesley's conference in 2014 and so forth.
- c. The Conference Head will organize the conference with support of the respective student government organization and will send invitations to the Executive member participating in the Board.
- d. Each host school will set the number of attendees allowed by each attending school.
- e. Attendance is open to students not yet participating in the Board or student government.

Article IV: Duties & Responsibilities

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Section 1: The Board members shall be responsible for reflecting the needs and interests of their respective student bodies on behalf of their student government organizations.

Section 2: During the last meeting of each spring semester, the Board shall compile a report for the Seven Sisters Coalition that delineates activities of the Board for the academic year and agenda items for the following year. This report shall include, but is not limited to: the meeting minutes, past and upcoming events and recommendations to the incoming Board.

- Section 3: Quorum shall be defined as representation by two-thirds of member institutions.
 - a. In the event of a tie, the Chair shall cast the determining vote.
 - b. In the event that one institution has no representation, no decisions shall be voted on.

Section 4: Each member institution shall establish permanent procedures in accordance with the respective institution's student government organization such that,

- a. New representatives are elected and/or appointed.
- b. Outgoing representatives facilitate the transition of incoming representatives
- c. Incoming representatives are elected or appointed so that outgoing representatives may transition them.

Article V: Removal of Members

Section 1: Upon failure to meet membership duties and offer reasonable explanation for said failure, the member in question may be relieved from membership of the Board.

a. Removal requires a two-thirds vote of the Board.

Section 2: The member charged will have ten (10) days to repudiate charges. The charged member will be excluded from subsequent discussions and votes surrounding the tentative removal.

Section 3: The home institution of the charged member may elect or appoint a new member to the Board in the event that a representative from an institution has not fulfilled his or her duties.

Article VI: Amendments

Section 1: A constitutional amendment may be presented at any meeting in writing.

Section 2: A two-thirds vote of the Board is necessary for approval of a constitutional amendment.

Article VII: Ratification

This document shall serve as the constitution for the Seven Sisters Student Coordinating Board. This document shall go into effect on May 1, 2013 upon ratification by the student government organizations of each member institution.

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Mission Statement: The mission of the Coordinating Board of the Seven Sisters Coalition shall be to promote the coordination of academic, cultural, and social activities among current and graduated students of the historic Seven Sisters: Barnard College, Bryn Mawr College, Mount Holyoke College, Smith College, Vassar College, and Wellesley College.