

# Y-IMPACT Constitution 2017-2018

## Y-IMPACT Mission:

Impacting minds, people, and communities together to make a positive lifelong difference.

## Y-IMPACT Vision:

Through community service, Y-IMPACT seeks to facilitate active learning, the fostering of creativity, and the channeling of passions of all students and alumni.

## Executive Board Responsibilities

### President:

1. Facilitate two weekly meetings: a general meeting and Executive meeting prior to the general meeting
2. Make agenda for each week
3. Write funding proposals on behalf of Y-IMPACT
4. Keep a record of the Y-IMPACT budget

### Vice-President:

1. Stand in for President if they are unable to attend the meeting
2. Take minutes and email to members
3. Maintain a list of attendance
4. Take the place of the President in the event of a resignation, semester of study abroad, or removal from office
5. Attend Hall Government meetings and give presentations as needed for allocation requests

### Health and Wellness Service Chair

1. Communicate with Health and Wellness organizations (i.e. Palmetto Baptist, Harvest Hope, Relay for Life, Dance Marathon, etc) to plan regular volunteer opportunities
2. Register the Preston/Y-IMPACT team through the University of South Carolina Relay for Life website and serve as or delegate a team captain
3. Fundraise through creative efforts leading up to the events for Relay for Life and Dance Marathon
4. Attend and participate in every Health and Wellness Service event, or delegate a week in advance to the President, Vice President or other chairs
5. Take attendance at each event and load hours into Google documents system
6. Fill out interaction form within 24 hours after each event
7. Be available to take the place of another chair if they are unable to attend one of their events
8. Be available to take the place of the Vice President in the event of a resignation or removal from office

### Education Service Chair

1. Communicate with Education organizations (i.e. The Starfish Foundation, Richland Library, Cocky's Reading Express, local schools) to plan regular volunteer opportunities
2. Fill out interaction form within 24 hours after each event
3. Fundraise through creative efforts leading up to the events for The Starfish Foundation
4. Attend and participate in every Education Service event, or delegate a week in advance to the President, Vice President or other chairs
5. Take attendance at each event and load hours into Google documents system

6. Be available to take the place of another chair if they are unable to attend one of their events
7. Be available to take the place of the Vice President in the event of a resignation or removal from office

### Community Service Chair

1. Communicate with Community organizations (i.e. Transitions Homeless Shelter, Pawmetto Lifeline, Families Helping Families, etc) to plan regular volunteer opportunities
2. Organize and lead a group of committee members to complete Preston Clean Ups before Open Houses
3. Fill out interaction form within 24 hours after each event
4. Fundraise through creative efforts leading up to the wrapping party for Families Helping Families
5. Attend and participate in every Community Service event, or delegate a week in advance to the President, Vice President or other chairs
6. Take attendance at each event and load hours into Google documents system
7. Be available to take the place of another chair if they are unable to attend one of their events
8. Be available to take the place of the Vice President in the event of a resignation or removal from office

### Advertising Chairperson

1. Attend all exec meetings and keep note of upcoming events
2. Create event requests for each event
3. Create flyers for events
4. Advertise in Groupme and around Preston for events

### Y-IMPACT Executive Board Expectations

1. Maintain a 2.75 GPA
2. Attend all meetings unless absence is approved by President or Y-IMPACT Advisor
3. Complete 5 hours of Y-IMPACT related service per semester
4. Must attend events for their organization unless approved to have another executive board member go in their place

### Y-IMPACT Advisor Expectations

1. Attend a weekly meeting with President to discuss upcoming events
2. Attend all Y-IMPACT general and executive meetings

### Y-IMPACT Member Expectations

1. Attend all meetings unless excused by President or Advisor
2. Maintain a 2.75 GPA
3. Complete 5 hours of Y-IMPACT related service per semester
4. Must attend at least 1 Preston Clean Up each semester

### Meeting Attendance Policy for Executive and General Members:

1. Excused absences include unavoidable and urgent academic commitments, emergencies, or pre-arranged and communicated commitments approved by the President and/or Advisor

- Studying or homework do not count as excused absences, meetings will be the same time every week and you are responsible for planning ahead
2. First unexcused absence will result in follow-up from the Advisor and an explanation of absence
  3. Second unexcused absence will result in 1:1 meeting with the Advisor and President to discuss absence and commitment to Y-IMPACT
  4. Third unexcused absence will result in removal from the Executive Board or organization