

**CALS Ambassadors
Constitution**

July 29, 2003

Article I Name & Purpose

Section 1 This organization shall be known as the CALS Ambassadors.

Section 2 The purpose of this club shall be to foster leadership development through the coordination of educational and awareness projects to promote NC State and the College of Agriculture and Life Sciences. The club will keep prospective students and interested organizations up-to-date regarding challenges, breakthroughs and career opportunities available in agriculture and the life sciences.

Section 3 This organization is not affiliated with any local, state, national, or international organizations.

Article II Membership

Section 1 Membership shall be open to all regularly enrolled College of Agriculture and Life Sciences students who are interested in representing CALS and meet a minimum 3.0 GPA requirement. Activities will involve working with prospective students, current students, alumni, and community members at various College functions. Members shall be selected for academic achievement, College enthusiasm, and leadership potential.

Section 2 The selection of members shall include an application and interview process; this applies to returning Ambassadors in addition to new students interested in joining the club.

Section 3 Eligible students shall submit an application no later than March 1 to a review committee of CALS representatives. This committee shall include, but is not limited to, at least one Ambassador Advisor, one faculty member, one CALS administrative representative, and one current CALS Ambassador. The committee shall review applications and select candidates to interview by March 10. All applicants shall be notified of their status at this point in the process. Selected candidates shall complete a thirty-minute interview with the review committee during the month of March. After all candidates have been interviewed, the review committee shall meet to discuss applicants and select new members no later than April 15. At this point, all active candidates shall be notified.

Section 4 All returning Ambassadors shall participate in a 30-minute interview with the Small Group Facilitators during the month of February to discuss contributions to the program, ideas for

the upcoming year, and additional areas as needed.

Section 5

Membership shall be limited to 30 active participants unless the program will lose Ambassadors after the fall semester due to graduation, study abroad, student teaching, or any other similar situation. In that case, the members shall approve the additional number of Ambassadors to be selected with a two-thirds majority vote.

Section 3

Section 6

Members shall make a one-year commitment beginning May 1 and ending April 30. Members shall agree to the following terms: attendance at club meetings, participation in annual fall and spring retreats (1 per semester), and twenty volunteer service hours per semester. Members may choose to participate in summer events sponsored by the College. These volunteer service hours shall count towards the Ambassador's fall semester hour requirement.

Article III

Officers

Section 1

The elective officers for this club shall be the President, Peer Counselor Rep, Outreach Advisor Rep, and Special Events Leader.

Section 2

All Club Officers shall be elected before March 30 and will serve a term of May 1 – April 30. The time between elections and April 30 shall serve as a transition period for new officers.

Section 3

The duties of the President shall be chairing all meetings of the club; calling emergency meetings, as needed; providing student leadership to the club; working directly with the Small Group Facilitators to ensure the club is operating within the expectations of the University and CALS.

Section 4

The duties of the Peer Counselor Rep and Student Outreach Rep shall be chairing small group meetings, as needed; maintaining detailed minutes of the meetings; keeping the small group facilitators and other club members abreast of plans and intentions; and providing feedback and suggestions, as requested.

Section 5

The duties of the Special Events Leader shall be providing support for the development of club activities; suggesting event committees when appropriate; working with the Small Group Facilitators to establish budgets for new committees which are created; keeping a record of all events detailing function, purpose, Ambassador attendance, and financial transactions.

In the event that an officer is judged to be deficient in his/her duties, he/she may be removed by a two-thirds vote of the club's membership. An Advisor, as defined in Article IX, shall oversee the impeachment process.

Committees

Section 1

Article IV

Dues

Section 1

Dues for the club shall be in the form of special assessments voted on by a majority of the club members present and voting.

Article V

Amending the Constitution and By-Laws

Section 1

Amendments to the constitution or by-laws shall be presented by members of the club in writing and read at a regular meeting but shall not be voted upon until the next regular meeting, and then only after informing each member about the proposed amendments. A two-thirds majority vote shall be required.

Article VI

Meetings

Section 1

The club shall meet as determined by the club membership at the beginning of each semester.

Article VII

Committees

Section 1

The club shall make provision for any standing committees needed. Ad-hoc committees will be formed as deemed necessary by the members of the club.

Article VIII

Small Groups

Section 1

Members of the club shall be divided into one of three small groups to focus their efforts. The small groups are Peer Counselors and Outreach Advisors.

Section 2

Outreach Advisor Ambassadors shall assist prospective students by participating in CALS recruiting events, college fairs, Spend-a-Day at State lunches, and high school visits. They will work with a variety of external activities such as commodity field days, trade shows, alumni board meetings, and the speakers' bureau. Their focus shall range from prospective students to alumni and community members.

Section 3

Peer Counselor Ambassadors shall help current NC State students explore career-related issues such as choosing a major, creating a resume, interpreting self-assessments, and researching careers. They shall be available to see CALS students two hours a week.

Section 4

Members shall be allowed to participate in any Ambassador event. The majority of service hours shall occur in their assigned small group; however, involvement in activities from another small group is permitted.

Article IX

Advisors

Section 1

The Advisors for this club shall be a Program Coordinator, Peer Counselor Facilitator, and Student Outreach Facilitator.

Section 2

Section 1

The Program Coordinator must be a full-time NCSU faculty member or administrator in the College of Agriculture and Life Sciences. The Program Coordinator's duties shall include outlining club meetings; planning the annual retreat; being available to meet with club officers; attending club meetings and club activities; keeping abreast of club issues and intentions; consolidating feedback and suggestions; assisting with the implementation of an new activities, events, or programs sponsored by the club.

Section 3

The Small Group Facilitators must be full-time NCSU faculty members or administrators in the College of Agriculture and Life Sciences. The Small Group Facilitator's duties shall include coordinating and attending small group training sessions; suggesting new projects to the group; monitoring small group activities and events; providing guidance and encouragement to Ambassadors.

Section 4

The Advisors shall have veto power over any decision made by the club, which is in direct violation of University policy.

Article X

Adherence

Section 1

This organization will adhere to all University rules, regulations, and policies, as well as to all local, state, and federal laws.

CALS Ambassadors Constitution

July 26, 2002

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Article II Membership

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- Section 4 All returning Ambassadors shall participate in a 30-minute interview with the Small Group Facilitators during the month of February to discuss contributions to the program, ideas for the upcoming year, and additional areas as needed.

Section 5 Membership shall be limited to 30 active participants unless the program will lose Ambassadors after the fall semester due to graduation, study abroad, student teaching, or any other similar situation. In that case, the members shall approve the additional number of Ambassadors to be selected with a two-thirds majority vote.

Section 6 Members shall make a one-year commitment beginning May 1 and ending April 30. Members shall agree to the following terms: attendance at club meetings, participation in an annual fall retreat, and twenty volunteer service hours per semester. Members may choose to participate in summer events sponsored by the College. These volunteer service hours shall count towards the Ambassador's fall semester hour requirement.

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Section 4 The duties of the College Advancement Rep, Peer Counselor Rep, and Student Outreach Rep shall be chairing small group meetings, as needed; maintaining detailed minutes of the meetings; keeping the small group facilitators and other club members abreast of plans and intentions; and providing feedback and suggestions, as requested.

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Section 2

College Advancement Ambassadors shall work with a variety of external activities such as commodity field days, trade shows, alumni board meeting, and the speakers' bureau. Their focus shall be community members, NCSU alumni, and legislative personnel.

Section 3

Peer Counselor Ambassadors shall help current NC State students explore career-related issues such as choosing a major, creating a resume, interpreting self-assessments, and researching careers. They shall be available to see CALS students two hours a week.

Section 4

Student Outreach Ambassadors shall assist prospective students by participating in CALS recruiting events, college fairs, Spend-a-Day at State lunches, and high school visits. Their focus shall be current middle school, high school, and community college students.

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Article IX Advisors

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