

WASHPub Constitution

Article I: Name

The Name of this Organization shall be WASHPub.

Article II: Purpose

WASHPub publishes a biweekly literary publication called the Fortnightly.

Article III: Membership

Section 1: *Membership Criteria*

Any present or past student of the University of Virginia may become a member of this Organization. The Organization shall not discriminate based on age, citizenship, color, disability, gender, national origin, political affiliation, race, sexual orientation, or status as a disabled, Vietnam, or other veteran.

Section 2: *Staff*

Staff members must pay dues into the treasury each semester, in an amount fixed by resolution of the Society, if they are to be considered active. If dues are not paid within one month of the beginning of the semester, the delinquent shall be notified by the Managing Editor; if not paid within two weeks of said notification, the delinquent shall be considered inactive.

Section 3: *Conferring Staff Membership*

All new members are invited to sign the organization's roll book. They will then be considered contributing members, having the ability to attend, speak at, and participate in all meetings of the organization. One will be given staff membership upon the completion of one of the followings tasks twice or competition of two individual tasks: writing one published work for the FN, formatting an issue, and performing graphics work.

Section 4: *Honorary Members*

Any individual whom the Organization's editorial board deems worthy of its courtesy may be elected an honorary member by a two-thirds vote of said board.

Section 5: *Resumption of Staff Membership*

Any inactive staff member of this Organization may reconstitute himself or herself an active staff member, unless he has resigned or been expelled from the Organization, by paying any dues owed for the semester.

Section 6: *Resignation of Membership*

Whenever any member wishes to resign, he or she shall make known this desire known to the Secretary and Chief Editor, or to the Organization via means of a general announcement to the Board, stating his or her reasons. Upon the receipt of the letter, or general announcement to the Board that member may be permitted to withdraw with the power to receive any paid for the semester of resignation.

Section 7: *Expulsion of a Member*

Any member guilty of gross misconduct, or violation of the oath of membership, may be removed from the Organization by a 5/6 vote of the Editorial Board. The charges must be made in writing to the Secretary and Chief Editor one week before the vote can be taken. The Secretary must make all reasonable efforts to notify any member of the charges against him in a timely manner.

Section 8: *Induction*

The induction ceremony shall occur after the completion of the final issue of the semester in the event that there are eligible contributing members for staff membership.

Article IV: Officers and their Election

Section 1: *Elected Officers*

The elected officers of the Organization shall consist of a Chief Editor, Managing Editor, and Four Literary and Layout Editors. These officers will make up the elected Editorial Board.

Section 2: *Term of Office*

The term of office for all officers is one semester.

Section 3: *Rules of Election*

All officers mentioned in section one of this article shall be elected by ballot, provided there be more than one candidate. A majority of votes cast shall be necessary for election. If after the first ballot there be no election, a vote shall be taken on the three candidates receiving the highest number of votes; and if the second ballot be indecisive, the candidate receiving the lowest number of votes shall be dropped, and the contest shall be between the two remaining candidates. All other officers not named in section one of this article shall be appointed by the President.

Section 4: *Time of Election*

The elections shall be held on the last meeting of each semester to select officers for the following semester. In case the election is not completed, it shall be the order of the day at each succeeding regular meeting of the Organization until all the officers shall be elected.

Section 5: *Entry of Office*

The officers shall be installed and enter upon their duties immediately upon election.

Section 6: *Eligibility*

No member shall be eligible for the same office for more than four successive semesters. Only active members of WASHPub who are presently students at the University of Virginia may serve as officers. No person shall be eligible to hold more than one elected office in any given semester.

Section 7: *Selection of Candidates*

The President of the Board, or Chief Editor, will accept nominations for each elected office from the floor immediately before each election or by earlier notification on the part of candidates. The President shall announce the election for each office in the order specified in section one of this article. The President will yield the floor to each candidate in the reverse order of his nomination.

Section 8: *Decorum*

Once the Board President has yielded the floor to the candidate, no member of the house shall interrupt the candidate until he yields the floor. The President shall ask the candidate to yield the floor when his time limit has elapsed. If the Chief Editor deems that the candidate has strayed from topic of a question or has resumed his speech, or if the candidate persistently ignores or postpones the questions of certain members of the house, the Chief Editor may interrupt the candidate and ask him to adhere to election decorum.

Section 9: *Time Limits*

Candidates for all offices shall have a time limit decided by the floor at the elections meeting.

Section 10: *Question Period*

After each candidate has completed speaking, the President shall invite the members of the house to ask him questions. The candidate—who officially has the floor—will choose his questioners. The question-and-answer period shall be closed by motion after debate has been exhausted.

Section 11: *Floor Speeches*

When all candidates have completed speaking, the Chief Editor shall open the floor for discussion to all members of the house who are not candidates. No member may speak for more than five minutes. Once the President has yielded the floor, no member of the house may interrupt the speaker until the time limit has expired. After each speech is over, the members of the house may ask the speaker questions.

Section 12: *Process of Voting*

After the tellers have collected the ballots, the Chief Editor shall confirm full voting. After which any member entitled to vote and desirous of so doing must come forward immediately and deposit his ballot. The President shall then declare the balloting closed, and no further ballots shall be recognized.

Section 13: *Ballot Counting*

The tellers, after collecting the ballots, shall proceed to the Managing Editor and shall then count the ballots; the Managing Editor shall make a memorandum of the result and deliver it to the President, who shall announce the result.

Article V: Officers of Organization

Section 1: *General Duties*

All officers shall show appropriate decorum during meetings and at all times when they are representing the Organization.

Section 2: *Chief Editor & Board President*

The Chief Editor shall preside over all the group's meeting, acting as the President of the WASHPub editorial board. As President of WASHPub Board, the Chief Editor shall preserve order and decorum during meetings; shall construe and enforce the Constitution and Bylaws of the Organization, shall appoint all committees named in this Constitution, ordered by the Organization, or self-created; shall appoint and have the power to remove all non-elected officers and officers pro-tempore; shall convene all called meetings of the Organization hereinafter provided for in the Bylaws; and shall give notice of every election at least one week beforehand. As Board President, the Chief Editor shall be an ex-officio member of all committees of WashPub.

The President shall impose all fines and read them before the Organization. The President shall also decide on all excuses for non-performance of duty.

On the night of installation, the Chief Editor & Board President may deliver an inaugural address.

The Chief Editor is also required to perform the final editorial review of all works entering the publication, approve the final formatting, and shall be the responsible for writing and delivering the decisions of the Board.

The Chief Editor also decides the matching of literary and layout editors into pairs.

He or she will also maintain good relations with the Washington Society, University, and community, and keep a list of the staff members in good standing. The Chief Editor deals with the process of conferring staff membership to contributors.

Section 3: *The Managing Editor*

The Managing Editor has charge of the finances of the Organization, the printing of the publication and the distribution of the publication. The Managing Editor, in the event of the Chief Editor's absence, takes the duties of the Board President.

Section 4: *Literary and Layout Editors*

The four Literary & Layout Editors are responsible for editing and formatting the editions of WASHPub's publication. They, with the Chief Editor, decide the editing and formatting of the issue.

Section 5: *Appointed Officers*

The positions of Secretary and Web Correspondent will be appointed by the Board President & Chief Editor each semester.

Section 6: *Removal from Office*

Officers can be removed for non-performance of stipulated duties. Before their removal is voted upon, they must be given one week's notice by the Chief Editor, or another Editor if the Chief Editor is in question, in order to give them time to prepare a defense. If the officer in question is so difficult to contact that no notice of their removal can be given, the Editor in Chief may appoint an acting officer. If the Editor in Chief is the officer in question, the Literary and Layout Editors may appoint an acting one from amongst themselves until elections can be held. A quorum of two thirds of the staff in good standing are required to be present for a vote of no-confidence, and a two-thirds majority of those present are required to vote no-confidence to remove the offending officer.

Article VI: The Editorial Board

Editorial Board Meetings will be held weekly, at a regular place and time as decided by each elected Board upon their installment. All meetings will have to be communicated to members of the board and other group members and require a minimum of three elected officers to meet quorum.

All organizational decisions must be presented to the elected members of the Editorial Board. The elected members of the Board are the final arbiter of all organizational policies. In the event of a tie, the Board President will cast a second vote deciding the result.

All decisions not referred to this final level may voted on as seen fit by the Chief Editor & Board President at these meetings.

Decisions that must, in the sake of publishing the organization's periodical, be made outside of normal meeting times are considered those of the Board President & Chief Editor. Any issue pertaining to the editing or layout of the publication must have consultation with that issue's literary and layout editors. Any issue pertaining to printing, finance or distribution must be have consultation with the Managing Editor.

Article VII: Finances

Section 1. *Approval*

The Chief Editor and Managing Editor must approve all expenditures of the Fortnightly.

Section 2. *Non-Discrimination*

All expenditures must be made in a non-discriminatory fashion.

Section 3. *Dues*

Dues will be set by the Managing Editor, the Editorial Board will approve an changes in total amount by a majority vote in favor of any proposed dues change. Any change will only come into effect after two weeks. Such a policy can be overturned by a signed petition of two-thirds of the staff membership within two weeks after the vote.

Article VIII: The Board of Trustees

Section 1: *Purpose*

The purpose of the Board of Trustees shall be generally to assist in the proper management of the Organization and its financial assets and possessions; to encourage and coordinate alumni participation; to advise the Organization on all legal and financial matters; to assist with fundraising and contributions; to protect the rights and concerns of the Organization whenever necessary; to ensure the Organization continuation and existence at the University; and to maintain any permanent meeting space that may in the future be set aside for WASHPub.

Section 2: *Membership and Terms*

The membership of the Board of Trustees shall consist of six alumni of the Society as well as the Current President of the Society, who shall sit as a regular board member while serving.

The current Chief Editor & Board President and Board of Trustee President will each have the power to choose one of the two members during the spring of each year. Members shall serve three-year terms, with two alumni members being selected each year.

All past Chief Editor & Board Presidents of the Organization at the end of their terms as President shall automatically become ex-officio members of the Board, entitled to all the regular privileges of Board members, save voting.

Section 3: *Operating Rules*

The Board of Trustees shall elect from among their membership a Chairman and a Secretary and adopt such rules or bylaws as may be necessary for the fulfillment of their function. The Board shall meet at least once every twelve months. The Secretary shall notify all voting members at least two weeks before the meeting date as assigned by the Chairman. Such notice may be waived by consent of all voting members of the Board.

Article IX. Amendments

Amendments can be made to this constitution with the approval of a two thirds majority of a two-thirds quorum of the members in good standing or by a absolute majority of the elected members of the Editorial Board.