
**CONSTITUTION AND BYLAWS OF
RANGE CLUB AT THE UNIVERSITY OF IDAHO
AN ASUI REGISTERED STUDENT ORGANIZATION**

Article I – Name

Section 1 – The name of this organization shall be Range Club at the University of Idaho, hereafter referred to as “Range Club” or “the Club”.

Article II – Mission Statement

Section 1 – It shall be the mission of Range Club to foster advancement in the science and art of grazing land management, promote progress in the conservation and greatest sustained use of forage and soil resources, and stimulate discussion and understanding of scientific and practical range and pasture problems. Range Club also strives to provide a medium for the exchange of ideas and facts among club members, allied scientists, and technologists and encourages the professional development of its members.

Article III – Affiliations

Section 1 - Range Club is the Student Chapter of the Idaho Section Society for Range Management (SRM) and may also be active in the Pacific Northwest Section SRM.

Article IV – Membership

Section 1 – Membership in Range Club shall be open to all currently enrolled undergraduate and graduate students at the University of Idaho who share an interest in rangeland ecology and management. Only those members who are currently registered University of Idaho students have voting privileges. Range Club’s eligibility requirements will not be used or mistaken for illegal discrimination.

Section 2 – Membership in Range Club is open to all University of Idaho students meeting the above criteria, irrespective of race, creed, color, gender identity/expression, class, age, nation or origin, nationality, disability, marital status, religion, veteran status, or sexual orientation.

Section 3 – Members have the following rights and privileges:

- i. Attend and participate in Range Club meetings, events, and activities.
- ii. Run for Range Club officer positions.
- iii. Cast a single membership vote in elections and on items presented by the officer team.
- iv. Propose constitutional amendments or suspensions.

Article V – Dues

Section 1 – Members shall not pay dues to participate in Range Club activities.

Section 2 – Students who wish to attend the annual SRM meeting must pay the SRM student membership fee (\$45 as of November 2023).

Article VI – Advisor

Section 1 – There shall be one University of Idaho faculty or staff advisor who shall be a member ex officio with no voting privileges. There may be more than one University of Idaho faculty or staff advisor.

Section 2 – The Range Club Advisor will be selected based on the individual faculty or staff volunteering their time to Range Club.

Section 3 – Responsibilities of advisor(s):

- i. Guide Range Club in accordance with Range Club’s mission and the educational objectives of the University.
- ii. Supervise the financial procedures followed by Range Club in handling its funds.
- iii. Be available for mediation if club conflicts arise.
- iv. Help increase student and staff awareness of University facilities, events, and personnel.
- v. Be familiar with the policies and procedures listed in the University’s Student Code of Conduct and ASUI Student Organization Handbook.
- vi. Review and advise regarding any risk strategies needed by Range Club. Consult with other university offices as appropriate (i.e., Office of General Counsel, Environmental Health and Safety, Risk Management).

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- vii. Serve as a University Campus Security Authority “CSA”. A CSA is any designated person, paid or unpaid, who has significant responsibility for student and campus activities. A CSA is someone whom a student may choose to go to with a problem. CSAs are obligated by federal law to report Clery Act crimes. Per APM 95.14 B-4, CSAs are required to take a short 15-minute yearly training about their responsibility as a CSA.

Section 4 – In the event that Range Club believes its advisor’s objectives no longer align with the Club’s objectives, the advisor may be removed by a two-thirds (2/3) majority vote of the quorum, and a new staff or faculty advisor can be sought by the Club.

Article VII – Officers

Section 1 – Duties of the officer team shall be to:

- i. Maintain personal contact information for all Range Club officers and club members.
- ii. Inform Range Club members of any events and activities on the horizon.
- iii. Promote membership of Range Club (e.g. tabling events across colleges).
- iv. Keep students informed on the events and activities occurring with Range Club.
- v. Assist the president in coordinating club activities and events.
- vi. Plan and organize fundraising events for Range Club.
- vii. Work with the Club advisor to identify travel funding needs.
- viii. Work with the Club advisor to develop and maintain contacts with local organizations for service and professional development opportunities.
- ix. Help to create club awareness among underclassmen (e.g. visit REM 151/252, AVS 109/110, NR 101).
- x. Coordinate scheduling for student conclave training sessions and registrations (e.g. URME study sessions, plant ID team, Rangeland Cup, student chapter website display, etc.)
- xi. Encourage club members to pursue membership in professional associations or societies (e.g. Society for Range Management (SRM), Idaho Native Plant Society (INPS), Quivira Coalition, Society for Ecological Restoration (SER), etc.)

Section 2 – The officers of Range Club shall consist of the President, Vice President/SAC Representative, Secretary/Public Relations, and Treasurer.

Section 3 - Duties of Range Club officers are as follows:

- i. It shall be the duty of the President to
 - 1. Preside over Range Club activities and events.
 - 2. Run bi-monthly club meetings.
 - 3. Represent the Club as a whole.
 - 4. Coordinate bi-monthly officer meetings.
 - 5. Reserve the right to veto any voting ideas.
 - 6. Check the Club mailbox.
 - 7. Coordinate club activities and events in collaboration with the officer team.
 - 8. Authorize checking account transactions in collaboration with at least one other signatory.
 - 9. Attend the monthly board of directors meetings as a board member for Idaho SRM.
- ii. It shall be the duty of the Vice President/SAC Representative to
 - 1. Assist the Range Club president.
 - 2. Preside over biweekly Range Club meetings in the absence of the Club president.
 - 3. Assume the role and responsibilities of the president if the acting president is no longer able to fulfill his/her duties.
 - 4. Attend College of Agriculture and Life Science Student Affairs Council (CALSAC) meetings.
 - 5. Attend College of Natural Resources Student Affairs Council (CNRSAC) meetings.
 - 6. Report on Range Club activities and events to the SACs.
 - 7. Vote on SAC issues on behalf of the Range Club.
 - 8. Relay information and opportunities from the SACs to Range Club.
 - 9. Explore opportunities for collaboration on fundraisers, professional development events, and social events among clubs with common interests.
- iii. It shall be the duty of the Secretary/Public Relations to
 - 1. Prepare agendas for biweekly Range Club meetings in collaboration with the officer team; circulate to members and archive in OneDrive.
 - 2. Record minutes for biweekly meetings; circulate to members and archive in OneDrive.
 - 3. Prepare agendas for biweekly officer meetings in collaboration with the officer team; circulate to officers and archive in OneDrive.

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4. Record minutes for biweekly officer meetings; circulate to officers and archive in OneDrive.
 5. Keep records of all important files and organize shared files in OneDrive.
 6. Call attention to any unfinished business and action items from past meetings to the Range Club president.
 7. Help to keep club bulletin boards and display cases updated.
 8. Develop flyers to promote club activities and events.
 9. Announce club activities, events, and current happenings through the Club's social media accounts (Facebook, Instagram).
- iv. It shall be the duty of the Treasurer to
1. Keep records of all club money and receipts.
 2. Authorize checking account and cash transactions in collaboration with at least one other signatory.
 3. Complete all tax reporting requirements.
 4. Attend ASUI training and funding hearings.
 5. Inform the officer team of any money requests needed by the Club.
 6. Request funds on behalf of the Range Club (e.g. proposal documents; solicitation letters).
 7. Create beginning-of-year budget and end-of-year budget reports.

Section 4 – Officers must be currently enrolled University of Idaho students with a vested interest in promoting and maintaining Range Club.

Section 5 – Range Club defines a term served in office as one year, which shall begin and end at the end of the spring semester. Officers can hold their position for as long as they are University of Idaho students and are reelected annually by a plurality vote.

Section 6 – If cause arises that merits officer removal, Range Club will first confer with its faculty advisor and seek reasonable avenues for resolution. If no resolution can be made, then Range Club may remove any officer for cause by a two-thirds (2/3) vote of the quorum at any regular or special meeting, provided that a statement of the reason or reasons shall have been given to the faculty advisor and the officer proposed for removal at least thirty (30) days before any final action is taken by Range Club. This statement shall be accompanied by a notice of the time and the place where Range Club is to act on the removal. The officer shall be given an opportunity to be heard and the matter considered by Range Club at the time and place mentioned in the notice.

Article VIII – Elections

Section 1 – The election of officers shall be held between 3/15 and 4/15 of each year, and Range Club members will be notified of the date of elections at least a month in advance by email and social media from Range Club's Secretary. Members who are graduating in the current year may not vote for the incoming officer team unless a quorum cannot be reached without them.

Section 2 – If a vacancy occurs in the office of the President, the Vice President shall assume the office for the remainder of the term. Vacancies in any other office shall be filled by a special election.

Section 3 – Elections will be run by graduating officers, or by officers who are no longer renewing their officer term/graduating members in the event no officers are graduating. If none of these options are available, the faculty advisor will be asked to attend to preside over elections. This person will be the election official.

Section 4 – Voting will be held using a show of hands unless extenuating circumstances require a secret ballot or online voting. For a member to win an officer position, a plurality vote is required. A plurality vote in the event of elections consists of over half (1/2) of the voting quorum. In the event of a tie vote, the election official will break the tie by flipping a coin.

Article IX – Meetings

Section 1 – Regular meetings of Range Club shall be held bimonthly. The Range Club Secretary will notify members of upcoming meetings and events via email and social media. No meetings will be held during semester breaks or summer breaks.

Section 2 – A quorum, for the decision-making/voting process, shall consist of at least ten (10) members of Range Club, two (2) of which must be officers, present at any regular or special meeting. In the case of more than two (2) officers attending the meeting, they can be counted as members. If club membership is less than 10 members, 2/3 of the membership will constitute a quorum.

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- Section 3 – Range Club members are the voting quorum used to make decisions on the following topics:
- i. Large purchases (i.e. apparel orders, hotel room fees, vehicle rentals, etc.)
 - ii. Participation in fundraising/recruitment events
 - iii. Officer elections
 - iv. Officer/advisor removal
 - v. Constitutional amendments or suspensions

Section 4 – In the case of special meetings, such as officer elections, officer/advisor removal, constitutional amendments or suspensions, members will be informed no later than fourteen (14) days or one meeting in advance of the special meeting.

Article X – Code of Ethics

Section 1 – The Range Club Code of Ethics, as adopted from the SRM, is as follows:

- i. Each member will:
 - a. Foster an environment where all people are encouraged to participate in the Society and the management and enjoyment of rangelands;
 - b. Use her/his knowledge, skills and training when appropriate to find ways to harmonize people’s needs, demands, and actions with the maintenance and enhancement of natural and managed rangeland ecosystems;
 - c. Promote competence in the field of rangeland management by supporting high standards of education, employment, training, performance and recognition;
 - d. Manage or perform services consistent with the highest standards of quality and integrity for the benefit of rangeland plants, soil, water, air and animal resources, and respect for the employer and the public;
 - e. Disseminate information to promote understanding of, and appreciation for, values of rangelands to those with a direct involvement in rangeland management, and to the general public;
 - f. Offer professional advice or assistance only on those rangeland issues in which they are informed and qualified through professional training and experience;
 - g. In any communication, give full and proper credit to, and avoid misinterpretation of the work, ideas, and achievements of others; and
 - h. Encourage the use of verifiable biological information in management decisions.

Article XI – Annual SRM Meeting

Section 1 – Range Club will strive to defray or reimburse members for expenses associated with attending the annual SRM meeting. The circumstances by which the Club can help are based on a member’s participation in fundraisers leading up to the annual SRM meeting, and the appearance and presentation of that member at the SRM meeting. The guidelines for these decisions may be set yearly based on membership and fundraising opportunities.

Article XII – Dissolution

Section 1 – The duration of Range Club shall be perpetual until dissolution.

Section 2 – In the event of Range Club’s dissolution, assets and materials of the organization shall be distributed to the Society for Range Management (Parent Society), a Section 501(c) (3) of the U.S. Internal Revenue Code. If this organization is not operational at the time of dissolution, assets and materials of this corporation shall be distributed to the University of Idaho, the State of Idaho, or local governments for public purposes and in accordance with federal and state laws.

Article XIII – Constitutional Amendments & Suspensions

Section 1 – The constitution may be amended by a vote of two-thirds (2/3) majority membership at a special meeting. A constitutional amendment consists of a motion to change the verbiage of the existing constitution and bylaws.

Section 2 – A section or article of the constitution may be suspended by a vote of two-thirds (2/3) majority membership at a special meeting. A constitutional suspension consists of a motion to temporarily suspend a section or article of the constitution for a predetermined amount of time.

Section 3 – Proposed amendments or suspensions must be submitted in writing at least one meeting in advance.

Drafted: October 30th, 2023

Adopted: November 15th, 2023

Amended: _____