Ducks Unlimited Chapter at the University of Wisconsin - Green Bay By-Laws

Date Drafted: 11/14/2014

Article I. Name

The name of this Organization shall be the Ducks Unlimited Chapter at the University of Wisconsin - Green Bay. Other acceptable names will be Ducks Unlimited Chapter at UW-Green Bay, Ducks Unlimited at UWGB, and DU at UWGB.

Article II. Purpose

The Ducks Unlimited Chapter at the University of Wisconsin - Green Bay, serving the University of Wisconsin - Green Bay, is committed to serving the mission of the national chapter of Ducks Unlimited within our campus and local community. The organization accomplishes its goal by having educational, service, and fundraising events open to the campus community or the entire local community. In addition, to accomplish the goal we must rely on a strong and dedicated committee of students and advisors.

Article III. Membership

A. Committee-Members:

1. The committee-members of this organization shall be currently enrolled students at the University of Wisconsin - Green Bay. Exceptions are made on a case-by-case basis with a two thirds majority vote by the current officers.

2. They become members by active participation, which will be defined as any in-person participation of an event for the sole purpose of the student org while showing intent to be a member. Members may be called committee-members, and membership will last the remainder of the semester.

B. Privileges and Responsibilities of Membership:

1. Voting: Each member is entitled to one vote.

2. Privileges: Each member shall be entitled to all services of the organization.

3. Participation: Each member shall be entitled to participate in all organizational events. Some events may require additional payment or an entry fee, which members will not be exempt from except, in predefined circumstances.

4. Responsibilities: Each member shall broadly be taking on fundraising activities, promoting the organization, actively participating in events, and sharing ideas between officers and other committee-members.

Article IV. Membership Meetings

A. The business meetings of the membership will be held bi-monthly. Notification of this meeting shall be made at least 7 days prior to said meeting.

B. The Chairman of the organization may call other meetings.

C. Quorum: At all meetings of the organization where voting on an issue will take place, a quorum shall consist of the committee-members. (quorum = one half + 1)
Article V. Officers

A. Titles:

Ducks Unlimited Chapter at the University of Wisconsin - Green Bay shall have the following officers elected from the current membership at the end of every school year for the duration of the following school year:

1. Chairman
2. Junior-Chairman
3. Treasurer
4. Advisor

B. Qualifications:

1. The Chairman shall have been elected to the organization and serve for one school year. Successive terms may be acceptable by a majority vote from committee-members.
2. The other officers must be current members of the organization with the exception of the advisor.

C. Duties of Officers:

1. The Chairman shall preside at all meetings and be responsible for appointing all standing, special, and ad-hoc committees and shall perform such other duties as usually required of this office including complete oversight of the organization and ensuring University and national chapter compliance. The Chairman of the organization shall be an ex-officio member of all committees.
2. The Junior-Chairman shall act in the absence of the Chairman in all capacities as listed above and shall assist in conducting the business of the organization. They also shall responsible for specialized tasks as requested by the Chairman.
3. The Treasurer shall be responsible for keeping financial records for the organization, conducting and documenting fundraising and other tasks assigned by the Chairman and Junior-Chairman.
4. The Advisor shall give guidance to the organization on the purposes of achieving the organizations goal. Advisors are not expected to participate in all meetings or events.

D. Terms of Office:

1. Officers shall be elected annually in spring by the members at the last regular meeting. Elections shall be by ballot and a majority of the votes cast shall elect.
2. Each officer shall take office after the conclusion of the spring semester and serve a one-year term and may be re-elected consecutively to the same office for an additional one-year term.

E. Vacancies and Removal:

1. A vacancy in the office of the Chairman shall be filled by the Junior-Chairman unless he or she is unable to serve, at which time the vacancy shall be filled by
election of the members by a majority of votes cast. A vacancy in the office of the Junior Chairman shall be left vacant with the Chairman delegating the duties of that position.

2. Any officer, including the Chairman, may be removed from office or suspended from office by a vote of two-thirds of the members at a regular meeting. Removal or suspension may be with or without cause. The person under consideration shall be given an opportunity to be heard at the meeting with sufficient notice of the proposed removal or suspension, the person under consideration shall not be counted in determining the presence of a quorum and not whether the required two-thirds vote has been obtained. Upon a vote of removal or suspension of the Chairman, the Junior-Chairman shall preside at the meeting.

Article VI. Committees

A. The Chairman, subject to the approval of the organization, shall appoint such standing, special, or ad hoc committees as may be required by the bylaws, or as he or she finds necessary. Committee Chairpersons shall be appointed by and responsible to the Chairman.

B. A vacancy in a Committee Chairperson position shall be filled by appointment of the Chairman of the organization with input from the outgoing Committee Chairperson.

Article VII. Ducks Unlimited College Chapters of Wisconsin (DUCCOW)

A. Members:

1. By default, the serving members of DUCCOW will be the Chairman and Junior-Chairman.

2. If either member is unable to participate, the Treasurer will fill in. If both members are unable to participate, the Chairman will appoint someone to fill in temporarily along with the Treasurer.

B. Duties:

1. Attend regular meetings, either in person or by online connection, with the other member-chapters of DUCCOW.

2. Participate and assist in setting up regular projects with the other member-chapters of DUCCOW.

3. Promote DUCCOW by serving as representatives at conventions, projects or other gatherings.

C. Meetings:

1. Meetings to discuss business shall take place at least once a semester either in-person or by an online connection.

2. Other meetings may include conventions, projects or other gatherings, and they shall be set by the guidelines laid out by DUCCOW.
Article VIII. University and National Chapter Policies
This organization shall abide by all applicable policies instituted by the University of Wisconsin - Green Bay and the national chapter of Ducks Unlimited.

Article IX. Wood Duck Nesting Boxes
This organization is responsible for two wood duck houses in the UW-Green Bay Cofrin Memorial Campus Arboretum. The duties will include monitoring and submitting observations to the Cofrin Center for Biodiversity as well as annual cleanings in November and February.

Article X. Amendments
These bylaws may be amended by a vote of two-thirds of the members of the organization present at any regular meeting or at a special meeting called for that purpose. The membership shall be notified of adopted bylaw amendments by the most feasible means.

The initial renditions of these bylaws were approved by a 2/3’s vote during a regular meeting on November 18, 2014 at 7:45 PM in MAC 301.

Article I. Revised on 12/26/2014 and Amended on 01/01/2015
Article IX. Added on 05/04/2015 and Amended on 05/04/2015