

# **LAGRANGE SOCIETY CONSTITUTION**

We, the LaGrange Society of the University of North Alabama, employing within the representatives of our number the power to rule and govern over us and firmly believing that this rule is intended to further the purpose of learning, knowledge, and support of the University, hereby establish this Constitution of the LaGrange Society of the University of North Alabama:

## **ARTICLE I - ORGANIZATION OF THE LAGRANGE SOCIETY**

### **Section I.**

All students who have been granted the privilege of becoming an official University ambassador will unite to form the "LaGrange Society."

### **Section II.**

The organization shall be vested among three uniting entities, those being: (1) the Office of Admissions (division of Enrollment Management); (2) the LaGrange Society advisor; and (3) the LaGrange Society members.

## **ARTICLE II - SELECTION PROCEDURES**

- A. During the spring semester of each year, the LaGrange Society advisor will advertise and make available applications for membership into the LaGrange Society.
- B. To be eligible to apply for the LaGrange Society, a student must currently be a full-time student at UNA (unless it is his/her graduating semester) and plan to maintain full-time status for the entire upcoming year. Undergraduate or graduate students may apply.
- C. To be eligible to apply for the LaGrange Society, a student must have a cumulative grade point average of a 2.50 (4.00 scale) on all academic work attempted at UNA. Transfer work is not included. (An exception may be made for a student whose UNA GPA is under 2.50 only if he/she can reasonably be expected to attain the necessary 2.50 before the beginning of the fall semester. If a 2.50 GPA is not attained in time, the student's membership will be revoked and he/she will be ineligible to re-apply in the future.)
- D. Because of time conflicts, a LaGrange Society member cannot concurrently be a member of the UNA "Pride of Dixie" Band or its auxiliary units (Lionettes, Majorettes, Flag Corp, or feature twirlers); be a member of the UNA football team; have extended labs or internships (i.e. practicum teaching); or be a UNA Cheerleader. If a student plans to participate in these events for the coming year, they need not apply.
- E. Each nominee will be interviewed by a panel consisting of one representative from the Office of Admissions; at least one representative from the Department of Student Affairs (preferably Residence Life and/or Student Engagement); no fewer than two other campus or community leaders; and at least one former LaGrange Society member (unless he/she is the incoming Commander). The advisor will coordinate and serve as the recording member of the panel.
- F. The grading system for the panel will be based on 100 points, with the applicants being evaluated in the following areas:
  1. Personality
  2. Enthusiasm/Sincerity
  3. Willingness to Serve
  4. Communication (Language Usage and Persuasion)
  5. Appearance (Neatness and Posture)
- G. The advisor will compile the points. The students selected to become LaGrange Society members will be chosen numerically based upon the number of points received. *All votes and final results are confidential.*
- H. All current LaGrange Society members must try out each year (if eligible to return).
- I. Applicants not selected are eligible to reapply during the following academic year if they still meet all requirements.

## ARTICLE III. - The LaGrange Society

### Section I. LaGrange Society Requirements

- A. Each LaGrange Society member is required to attend all mandatory functions, which include the weekly meetings, UNA Nights (if available), all regular-season home football games, Preview Day, and other special events as instructed.
- B. If, for any reason, a LaGrange Society member is asked to resign or chooses to resign for personal reasons (other than transferring to another college/university), he/she will not be eligible to return to the LaGrange Society.
- C. Should a LaGrange Society member transfer to another college/university and then transfer back to UNA, he/she will not be eligible to automatically re-enter the LaGrange Society immediately upon returning to UNA. However, he/she will be eligible to re-apply based upon the same criteria as first-time applicants.
- D. A LaGrange Society member must maintain status as a full-time UNA student. If a member's course load falls below the necessary number of semester hours, he/she will be placed on probation for a semester/term (i.e. spring or summer). During the probationary period, the student must complete enough semester hours not only to re-gain full-time status but also to make up for "lost" hours during the previous semester. (i.e. An undergraduate must earn at least 24 hours during the academic year). Otherwise, he/she will be expected to resign his/her position as a LaGrange Society member and will be ineligible to return to the program.
- E. A LaGrange Society member must have at least a 2.50 GPA at the beginning of the semester for which he/she officially begins service to the University (i.e. fall semester).
- F. If a LaGrange Society member's cumulative UNA grade point average falls below a 2.50 (4.00 scale), he/she will be placed on probation for one semester/term (i.e. spring, summer or fall). If the GPA is still below 2.50 after the probationary period, he/she will be expected to resign his/her position as a LaGrange Society member and will be ineligible to return to the program.
- G. At the end of each semester, each ambassador must have at least 15 points on their volunteer record. Each volunteer opportunity will be assigned a point value ranging from 1 to 3. The point value for each volunteer opportunity will be decided by the LGS officers. Members will know point values before volunteering. **All on-call coverages will be valued at two points.** If a member does not meet this requirement, he/she may be asked to resign his/her position effective immediately. At a minimum, the number of points that a member fails to complete will be counted as an equivalent number of absences. (i.e. The completion of only 14 points will result in one absence; completion of only 13 points will result in two absences; etc.)
- H. If a LaGrange Society member is arrested or called before Student Conduct, their membership may be revoked per the discretion of the advisor.
  - I. Should a member be excused from attending a football game by the commander, co-captains, and advisor, they must earn an additional 3 points during that semester.

### Section II. Uniforms

- A. When in uniform, a LaGrange Society member should be dressed appropriately for duty at all times (unless otherwise instructed). This includes having one's nametag appropriately displayed, having one's shirt tucked in, etc.
- B. It is the responsibility of each LaGrange Society member to know and to wear the proper uniform for each occasion.
- C. Expenditure of personal funds for uniform items not provided by UNA (except for shoes and other basic items) requires a unanimous vote of the organization.
- D. The LaGrange Society advisor will designate the uniform to be worn at all events and will notify participants accordingly at the regularly scheduled meetings.
- E. Non-returning LaGrange Society members must turn in their official uniforms at the end of each year. Before they are returned, uniforms should be cleaned and individually bagged with the LaGrange Society member's name and size (if possible) on it. This primarily

pertains to the women.

### **Section III. Absences, Lates/Tardies, and Demerits**

- A. During the course of the academic year, **two** absences from the regular weekly meetings, on-call hours, events for which members volunteered, or other events are permitted. A **third** absence in any of these areas will result in an immediate request for resignation from the organization. The academic year begins with the workshop in August and continues through spring commencement. If an absence is due to an academic reason, the advisor will have the final say in determining whether the absence will contribute to the **two** allowed; however, the advisor must be notified of the absence at least a week in advance. UNA Preview Day and all home football games are mandatory events. If missed for non-academic reasons, a member will be asked to resign from LaGrange Society.
- B. Promptness is required for all functions. If a member fails to arrive on time, a tardy/late will be issued. Two (2) tardies/lates equal one (1) absence. Members who are tardy/late should offer an explanation to either the commander/captain(s) or the advisor.
- C. Leaving an event/meeting early constitutes a tardy/late unless prior approval has been granted by the advisor.
- D. If you are unable to fulfill your duties for which you volunteered, please notify the officers and advisor 24 hours prior to the volunteer. If you cannot fulfill your duties due to an extenuating circumstance, you will need to notify the officers and provide documentation. If you cannot provide documentation, it will count as an absence.
- E. Demerits may be issued for an infraction of rules, such as:
  - 1. Appearance at an event in the wrong uniform;
  - 2. Wearing the uniform improperly (i.e. no nametag, shirt untucked, etc.);
  - 3. Wearing attire representing another university while representing the LaGrange Society (includes the weekly meetings);
  - 4. Any conduct unbecoming of the LaGrange Society.
- F. Demerits and Tardies/Lates shall be valued in the following manner:
  - a. One (1) demerit has the same value as one (1) tardy/late;
  - b. Two (2) demerits/lates/tardies equal one (1) absence;
  - c. Six (6) demerits/lates/tardies equal three (3) absences and therefore constitute a request for resignation.
- G. LaGrange Society Members will be allowed to receive coverage of their on-call time slot a maximum of **three** times per semester, with no questions asked. All unforeseen circumstances in which coverage is needed **will** contribute to the three allowed. These circumstances include funerals, illness, accidents etc. If coverage is needed for academic purposes, the LGS advisor should be notified for approval. The advisor will have the final say in determining whether on-call coverage for these academic reasons will contribute to the students three allowed. Any member who exceeds this limit will receive a **permanent absence** for each additional on-call coverage.
- H. If a LaGrange Society member has an immediate family emergency, they may miss a football game at the discretion of the advisor/current leadership. The LaGrange Society member will receive one absence.
- I. At the discretion of the advisors and current leadership, a LaGrange Society member may miss a football game/mandatory event if they have a prior obligation that cannot be changed. The member will receive one absence and must complete five additional volunteer points. **The member must notify the advisor and current leadership as soon as possible, but notification does not ensure automatic approval.** If a member does not have approval to miss a mandatory event, they may be asked to resign.
- J. If a member must miss the weekly meeting due to a class time conflict, they must notify the advisors in advance. The member will be required to complete three (3) additional points for that semester. Members can only miss a meeting for a class if that is the only time the class is offered.

### **ARTICLE IV – ADVISOR AND OFFICERS**

- A. The advisor has full authority over the LaGrange Society at all times.
- B. The LaGrange Society is directly responsible to the advisor.

- C. Members of the LaGrange Society must have the advisor's permission before taking action, accepting projects, committing to volunteers, etc.
- D. The advisor will serve as coordinator of the four/five member interview panel who will interview and select the captain(s) and/or commander who will have official duties. The student officers will assume responsibility in the absence of the advisor.
- E. The Captains shall report to the Commander (if one designated) and to the advisor respectively.
- F. Commander responsibilities include: leadership of LaGrange Society meetings, administrator of all LaGrange related communication applications (i.e. GroupMe), sole representative of LaGrange Society to other campus departments, supervisor of all related training in LaGrange Society, participation in summer tours, and any other duties assigned by the advisor.
- G. Administrative Captain responsibilities include: maintenance of attendance/performance records, organizer of feedback collection, issuer of disciplinary documentation and warnings, developer of semester calendar (in conjunction with the other Captain and Commander), participation in summer tours, and any other duties assigned by the advisor.
- H. Social Captain responsibilities include: coordinator of weekly campus spotlight, organizer of celebrations (i.e. birthdays), manager of football game usher/collection assignments, administrator of social media for LaGrange Society (in conjunction with other Captain and Commander), Event planning for each semester (2 required events each semester suggested), participation in summer tours, and any other duties assigned by the advisor.
- I. The commander and captains shall report to the advisor and be responsible for all duties listed in the constitution or otherwise assigned by the advisor. If Captain/Commander duties are not fulfilled, the advisor can remove any non-cooperating member from their position at any time. The unfulfilled responsibilities will be reassigned among the remaining Captains/Commander.

## **ARTICLE V - LAGRANGE SOCIETY ROLES AND RESPONSIBILITIES**

- A. Official UNA ambassadors for the following activities:
  - 1. Presidentially sponsored events;
  - 2. Athletic events (home football games);
  - 3. Organizational events (as requested).
- B. Sponsors for Leo III / Una:
  - 1. Work to raise money through special projects;
  - 2. Collect donations at athletic events (i.e. home football games);
  - 3. Assist with lions' birthday party.
- C. Assistants to the UNA Office of Admissions:
  - 1. Campus tour guides (responsible for a designated weekly "on-call" hour during the fall and spring semesters);
  - 2. Student recruiters for UNA during special UNA sponsored events --- Preview Day, UNA Nights (if available), college fairs, etc;
  - 3. Student recruiters at off-campus high school and community college visits ;
  - 4. Student representatives at meetings and/or publicity functions that are coordinated and/or approved through the Office of Admissions.

## **ARTICLE VI – AMMENDING THE CONSTITUTION**

- A. The LaGrange Society Constitution may be amended or revised by unanimous agreement among the advisor and current officers.
- B. Any amendment or revision made after the start of an academic year (i.e. after the LGS workshop) will not be effective until the start of the following year.