

Utah State University

College of Agriculture and Applied Sciences

Student Ambassador Program

Sponsored by the College of Agriculture and Applied Sciences (CAAS)

Constitution

Article I: Name, Mission and Purpose

Section A. The name of the organization shall be called the Utah State University College of Agriculture and Applied Sciences Student Ambassadors (e.g., CAAS Ambassadors).

- a. The name of the College was changed from the College of Agriculture to the College of Agriculture and Applied Sciences on April 9, 2013 to be more encompassing for the degrees offered. The name was changed throughout the Constitution to reflect this name change.

Section B. The College of Agriculture and Applied Sciences Student Ambassador program will be dedicated to enhancing the Land Grant Mission of Utah State University. We, as the College of Agriculture and Applied Sciences Student Ambassadors, have taken upon us the responsibility to be involved and informed about the diversity and opportunities in our college and set a standard of excellence. Through our commitment to and execution of this responsibility, we will increase enrollment in the College of Agriculture and Applied Sciences.

Section C. The CAAS Ambassadors shall actively recruit high school and college transfer students into the various majors of the USU College of Agriculture and Applied Sciences. Other responsibilities shall include, but not be limited to, giving public presentations to civic organizations, informing the public of opportunities in the fields of agriculture, conducting tours of campus, and assisting at College of Agriculture and Applied Sciences activities.

Article II: Membership

Section A. The CAAS Ambassador program will be comprised of selected students who will be solicited through application and interview. The program is open to all students in the College of Agriculture and Applied Sciences with a 3.0 minimum USU GPA. Preference will be given to upper-class applicants. A nominating committee shall select students for the CAAS Ambassadors and shall be directed by the Dean of the College of Agriculture and Applied Sciences and include but not be limited to the advisor, minimum of one department head, and selected faculty.

- a. An amendment to Section A, Article II was made on May 7, 2013 to all students in the College of Agriculture and Applied Sciences with a 3.0 minimum USU GPA. Preference will be given to upper-class applicants, rather than to sophomores, who will have junior standing by Fall semester. The amendment was moved by Jacob Miller, seconded by Kyle Tuttle and the motion passed unanimously.

Section B. Membership will be limited to approximately 15-20 active members, the advisor and administrative advisor.

- a. An amendment to Section B was made on May 7, 2012 increasing the number of active members from 15 to 15-20 active members. The amendment was moved by Jacob Miller, seconded by Jimmy Lotspeich and the motion passed unanimously.

Section C. CAAS Ambassadors will serve in their position for one full year and an invitation upon their consent to continue for an additional year. Active enrollment in the College of Agriculture and Applied Sciences is required to participate as a CAAS Ambassador.

- a. An amendment to Section C was made on May 7, 2012 stating that CAAS Ambassadors will be able to return for an additional year by “an invitation upon their consent to continue for an additional year.” This was changed from asking returning CAAS Ambassadors to submit an application each additional year. The amendment was moved by Jacob Miller, seconded by Nathan Whipple and the motion passed unanimously.
- b. An amendment to Article II was made on May 7, 2012 which deleted the original Section D stating that alternates would be chosen and would have to submit an application each additional year. Section F was then renamed Section D as presently constituted. The amendment was moved by Jarvis Pace, seconded by Jacob Miller and the motion passed unanimously.

Section D. The CAAS Senator (or designee) will be a liaison between CAAS Council and CAAS Ambassadors by attending the Ambassador weekly meeting. The CAAS

Council Representative will represent the CAAS Ambassadors on Ag Council and keep the other members in the CAAS Ambassadors informed of events occurring in the College of Agriculture and Applied Sciences. (This sentence was moved from the original section entitled “Ag Council Representative” which has now been removed.)

- a. An amendment to Section D was made on May 4, 2015 changing the responsibilities of the CAAS Senator from being an honorary ambassador to a liaison. The amendment was moved by Ellary Swenson, seconded by Courtney Bennett and the motion passed unanimously.

If the CAAS senator is not an ambassador, it is hereby required that he/she will attend all weekly meetings and be prepared to inform the ambassadors about meetings and events taking place on campus, etc. including the CAAS Council.

The CAAS senator is highly encouraged to participate with the ambassadors in activities and events as they represent the College of Agriculture and Applied Sciences at Utah State University.

If the CAAS senator was an ambassador prior to becoming the senator and wishes to continue with recruitment efforts in the high schools, it is hereby suggested that he/she be assigned a region located closer to Utah State (Logan). The CAAS senator is also encouraged to continue his/her involvement as much as possible with CAAS ambassador activities throughout the year.

Section E. The administrative advisor shall be the Associate Dean for Academic Programs within the College of Agriculture and Applied Sciences.

Section F. All CAAS Ambassadors shall adhere to the Code of Ethics. A regular review assessment of progress shall be conducted once per year. Evaluations shall be conducted by the advisor. The administrative advisor, advisor and active members have the right to dismiss any member of the CAAS Ambassadors if they are not complying with the Code of Ethics, performing their duty, or actively participating in the organization.

Article III: Officers

Section A. The CAAS Ambassadors will have four officers, one advisor, and one administrative advisor. All active members are eligible to run for office. Members of the presidency must be able to serve for a full academic year.

- a. An amendment to Section A, Article III was made on May 7, 2013 changing the number of officers from three to four in order to include the Public Relations Representative as an officer. The amendment was moved by Caisa Shoop, seconded by Jacob Miller and the motion passed unanimously.
- b. An amendment to Section A, Article III was made on May 4, 2015 adding that members of the presidency must be able to serve for a full academic year. The amendment was moved by Cassie Joiner, seconded by Deanna Wilson, and the motion passed unanimously.

Section B. Officer Responsibilities:

President: Preside at all meetings and appoint all committee chairpersons.

Vice President: Preside over meeting in the absence of the president, and coordinate with all committees in developing an annual program of activities and organizational goals.

Secretary: Provide an accurate record of meeting and committee assignments. Maintain a current list of all members. Correspond with all members in informing them of meetings and activities.

Public Relations/Historian: Advertising and marketing through press releases, social media, flyers, and posters for Day on the Patio, the Utah Agricultural Products BBQ, the chili cook-off, and any other ambassador related activities.

- a. An amendment to Section B, Article III was made on May 4, 2015 adding social media to the list of responsibilities handled by the Public Relations/Historian Representative. This amendment was moved by Daniel Brandley, seconded by Niklas Aardema, and the motion passed unanimously.

If any members of the presidency are unable to fulfill their duties or serve in the capacity as an officer, another ambassador may be appointed by the presidency to fill their position for the remainder of the academic school year.

Article IV: Committees

Section A. Special committees will be assigned by the President as necessary. Special committees will be responsible for the unique problems that can develop in executing the goals of the CAAS Ambassadors.

Article V: Meetings

Section A. Ambassador meetings shall be conducted weekly and will involve special problems class. The meeting date shall be the most convenient time for the majority of the members and advisor(s).

- a. An amendment to Section A, Article V was made on May 5, 2014 by Aly Gill stating, CAAS Ambassador meetings shall be conducted weekly. Students will have the option to register for AG 4900. Mark Pieper seconded and the motion passed unanimously.

Section B. For the purpose of transacting official business at all meetings of the organization, a quorum of members must be present. The CAAS Ambassadors have defined a quorum as representation by the President or Vice President, the advisor, and at least six members. A simple majority vote will be required on all items of business except where to do so would violate the procedures of parlance defined by Roberts Rules

of Order. In an emergency situation, the CAAS Ambassador officers, advisor and the administrative advisor shall have the authority to act and make decisions for the Ambassadors.

- a. An Amendment to Section B, Article V was made on May 7, 2012 adding the clause that the ambassador officers, advisor and administrative advisor would have the authority to act on behalf of the ambassadors in an emergency situation. The amendment was moved by Jimmy Lotspeich, seconded by Nathan Whipple and passed unanimously.

Section C. Special meetings will be called by the president as necessary. Special meetings will be advertised at least 48 hours in advance of the meeting. The secretary will be responsible for advertising all special meetings.

Section D. CAAS Ambassadors will be required to attend all meetings. In the case of absence, the member must contact the secretary to be informed of all items of business that were transacted during the meeting. Attendance will be taken by the secretary at all meetings. Correspondence with the secretary and the advisor in absence of a meeting will count as attendance.

- a. An Amendment to Section D, Article V was made on May 5, 2014 stating correspondence with the secretary and the advisor in absence of a meeting will count as attendance. The amendment was moved by Megan Getz and seconded by Chelsea Preedy. Motion passed unanimously.

Article VI: Financial Matters

Section A. Financing for the CAAS Ambassadors exists at the discretion of the Dean of the College of Agriculture and Applied Sciences.

Section B. All organization funds will be managed through the Utah State University Accounting System and be accounted for through acceptable practices including bank ledgers and an annual budget.

Section C. Should the organization dissolve leaving residual assets, all assets remaining shall be returned to the College of Agriculture and Applied Sciences at the discretion of the Dean.

Section D. Funding for the CAAS ambassadors is provided by the Dean and department heads in the College of Agriculture and Applied Sciences.

- a. An Amendment to add Section D, Article VI was made on May 5, 2014 stating funding for the CAAS ambassadors is provided by the Dean and department heads in the College of Agriculture and Applied Sciences. The amendment was moved by Chelsea Preedy and seconded by Hugh Jenkins. Motion passed unanimously.

Article VII: Material and Equipment

Section A. The College shall provide each of the CAAS Ambassadors with the following material upon entering into membership in the organization:

- Long Sleeve Dress Shirt
- Blazer
- Name Tag

These items shall be provided upon the initiation of new ambassadors and maintained throughout the individual's term of involvement. Blazers will be returned at the end of the CAAS ambassador term.

- a. An Amendment to Section A, Article VII to include an additional statement, blazers will be returned at the end of the CAAS ambassador term. The amendment was moved by Janet Anderson and seconded by Mark Pieper. Motion passed unanimously.

Students shall provide their own tan/beige skirts or pants, white shirt and tie (men) as part of the CAAS Ambassador attire.

- a. This amendment was voted in a meeting on May 7, 2013 by the ambassadors. The amendment was moved by Kyle Tuttle and seconded by Chase Black changing "young men" to "men".

Articles VIII: By-Laws

Section A. All proposed By-Laws must be submitted to the president for proper placement before the group at a regular monthly meeting or special meeting.

Section B. A majority vote by the active members in attendance will be required to implement the By-Laws.

- a. This amendment was voted in at a meeting on January 21, 2010 by the present Ambassadors. The amendment was moved by Amy Petersen and passed unanimously.
- b. This amendment was voted in at our annual retreat held on May 9, 2011 by the Ambassadors. The amendment was moved by Shannon Reid and passed unanimously.