

**Constitution for the
Student Society of Human
Resources Development (SSHRD)
2025**

Preamble

We the members of the Student Society of Human Resource Development establish this constitution in order for our purpose to be realized to its fullest extent.

Article I. Name

The name of the organization will be Student Society of Human Resource Development (SSHRD), which will be used for all business matters.

Article II. Purpose

The Student Society of Human Resource Development (SSHRD) is a society created by the students and for the students. Here we explore opportunities to come closer and get organized as a formal forum of students with a common interest, which is Human Resource Development. SSHRD is proud to be associated with the Association for Talent Development (ATD) and HR Houston to expand students' horizons into the industry and network with professionals. As members of SSHRD we can expect opportunities in the areas of professional and academic development.

Article III. Membership

Membership is open to currently enrolled students, faculty, staff, and alumni of the University of Houston. Active voting membership is restricted to currently enrolled students. Payment in full of \$35 per semester and participation in the activities of this organization is required for active voting membership.

In order for a member to be considered active he or she needs to participate in

- (2) Volunteering Events
- (2) Social Event
- (2) Fundraiser
- (2) Meetings
- (2) Corporate Visit

For the total amount of 150 points for active membership

- ▶ In order for a member to be considered a bronze member he or she needs at least 200 points.
- ▶ In order for a member to be considered a silver member he or she needs at least 300 points.
- ▶ In order for a member to be considered a gold member he or she needs at least 400 points.
- ▶ In order for a member to be considered a platinum member he or she needs at least 500 points.
- ▶ In order for a member to be considered a life-time member he or she needs at least 600 points.

Members will be eligible to get their cords when they have reached platinum membership. Members will be eligible to get their stoles when they have reached lifetime membership.

Members who did not meet requirements for their cord and stole eligibility will be able to purchase theirs at full price with an additional fee plus shipping and handling.

***If members wish to keep their cord and stole eligibility, then they must remain an active member until graduation. ***

Article IV. Non-discriminatory and Anti-hazing clause

Non-Discrimination Clause

As a Registered Student Organization at the University of Houston we adhere to the University of Houston's Non-Discrimination Policy. The University of Houston is an Affirmative Action/ Equal Opportunity institution. The university provides equal treatment and opportunity to all persons without regard to race, color, religion, national origin, sex, age, genetic information, disability, or veteran status except where such distinction is required by law. Additionally, the System prohibits discrimination on the basis of sexual orientation, gender identity or gender expression.

Anti-Hazing Clause

Students and Student Organizations are prohibited from initiating, participating in, or being witness to hazing activity. Hazing is antithetical to the University's commitment to a positive educational environment. Participation in hazing activities is against the law. Violation of the University's hazing policy, whether on or off-campus, may subject participants, including students and organizations, to arrest, prosecution and/or disciplinary action, including, but not limited to, suspension or expulsion of students and the revocation of an organization's registration and/or recognition at the University. Consent to or acquiescence in hazing activity is not a defense. The University strictly prohibits participation in hazing activities by any party, regardless of the existence of consent. Hazing activities do not contribute to the positive development or welfare of students. The University of Houston recognizes the act of hazing as illegal, irresponsible, intolerable and inconsistent with the principles of higher education and basic human development. For more information on the University's Hazing Policy please visit the Student Life Policies section of the University of Houston Student Handbook.

Article V. Point System

- Socials: 30 points each
- Volunteering: 30 points each
- Fundraising: 20 points each
- Meetings: 20 points each
- Guest Speakers: 30 points each
- Corporate Visits: 30 points each

****Wearing an SSHRD Shirt to events gives an extra 5 points****

****Bringing guests to socials gives an extra 5 points****

- ▶ If members cancel the day-of or “no-show” a corporate visit (except in cases of emergency), then they are deducted 15 points.
- ▶ If members cancel less than 24 hours before a corporate visit (except in cases of emergency), then they are deducted 5 points.
- ▶ If members leave early or arrive late to a corporate visit event (except in cases of emergency), then they are deducted 5 points.

****Members must let an officer know 24 hours before a corporate visit if they are not going to be able to make it or if they are going to need to leave early to avoid point deduction. *****

If members cancel day-of or “no-show” a guest speaker event (except in cases of emergency), then they are deducted 5 points.

If members leave early or arrive late to a guest speaker event (except in cases of emergency), then they are deducted 5 points.

****Members must let an officer know 24 hours before a guest speaker event if they are not going to be able to make it or if they are going to need to leave the meeting early or will be arriving late to avoid point deduction. *****

If members cancel the day-of or “no-show” a volunteering event (except in cases of emergency), then they are deducted 10 points.

If members leave early or arrive late to a volunteering event (except in cases of emergency), then they are deducted 5 points.

****Members must let an officer know 24 hours before a volunteering event if they are not going to be able to make it or if they are going to need to leave early or will be arriving late to avoid point deduction. *****

Article VI. Officers

Student Society of Human Resource Development will be governed by the following means:

- ▶ An elected President will proactively meet the desires of members while coordinating and presiding over all SSHRD meetings. In addition to managing all SSHRD events, the president is tasked with scheduling officer meetings with his or her team prior to the semester and during the semester to plan all events. The onus is on the president to develop PowerPoints for each monthly meeting or designate the task to another officer if need be. The President will manage all issues within the organization and make final decisions on all events and initiatives put forth by other officers. The president will have the power to appoint all committee chairpersons, shall present all motions to the body present. Must participate in 90% of the meetings and 25% of each type of event (PDR, social, volunteer, and fundraising) for the Student Society of Human Resource Development.

► An elected Vice President shall preside at all meetings and functions the president cannot attend. The Vice-president responsible for coordinating monthly professional meetings, corporate visits, and managing the membership list. In addition to those responsibilities, the vice-president will spearhead efforts to effectively fundraise. He or she will be in charge of the SSHRD bank and PayPal account and ensure there are adequate funds to pay for all events. They will ensure accurate records are kept of the financial status and transactions for the Student Society of Human Resource Development. The Vice-president will also meticulously keep track of the paid membership list. The vice-president should be ready to assume the role of president at any time. Must participate in 90% of the meetings and 25% of each type of event (PDR, social, volunteer, and fundraising) for the Student Society of Human Resource Development.

► An elected Secretary will handle rule observances (UH Student Handbook, UH Student Organization Handbook and any other applicable rules), meeting minutes, and archiving of paperwork. The secretary will be responsible for managing and verifying all members' points for each event. The secretary should ensure the officer present at the event is keeping track of attendance. The secretary will work with the vice-president to create RSVP sheets as well. Must participate in 90% of the meetings and 25% of each type of event (PDR, social, volunteer, and fundraising) for the Student Society of Human Resource Development.

► An elected Professional Development Representative officer will empower students to become more active in the HRD community by working with the President and Vice-president to inform members of strong internships, coordinate professional events, and find professional speakers. He or she will communicate all information to members regarding upcoming professional events. In addition, it is crucial to inform members of the appropriate dress code for events when professionals are there. The Professional Development Representative will actively manage the organization's LinkedIn page and post pictures after each professional event. Most importantly, the Professional Development Representative will communicate with the Association for Talent Development (ATD) to coordinate mixers that SSHRD members can attend. Must participate in 90% of the meetings and PDR related events. In addition, 25% of each other type of event (social, volunteer, and fundraising) for the Student Society of Human Resource Development.

► An elected Event Coordinator officer will organize socials, volunteering events and at least two fundraisers. He or she must communicate with the President and Vice-president regarding any proposed events before announcing those events to our members. The position will be responsible for communicating the event location and other pertinent information to the President, Vice-president, Social Media & Recruitment Director, and Secretary so they have ample time to promote the event and coordinate the logistics. Further, the event coordinator must maintain adequate communication with the Treasurer (vice-president) to ensure SSHRD is staying within budget requirements. He or she should proactively meet the demands of members and monitor the social media posts for

accuracy. Events should be known to all officers and members no later than three weeks before the scheduled event. Must participate in 90% of the meetings and all event coordinator related events. In addition, 25% of each other type of event (PDR and fundraising) for the Student Society of Human Resource Development.

► An elected Social Media & Recruitment Director officer will expand the organization through a myriad of public relations initiatives. Specifically, he or she should work closely with the Professional Development Representative and the Event Coordinator to ensure that each event has adequate exposure through the social media platforms. The social media & recruitment director is responsible for growing the organization through consistent and professional social media announcements, SSHRD affairs, and flyer distribution. Also, he or she needs to update the bulletin board each month with our updated calendar. Must participate in 90% of the meetings and 25% of each type of event (PDR, social, volunteer, and fundraising) for the Student Society of Human Resource Development.

► The role of the faculty/staff advisor shall be to provide council to the organizations' officers and act as a resource/liaison for dealings with the University of Houston.

***All officers must serve for at least one semester. At the end of each semester, officers are able to run for other positions or request to remain in their current position. ***

Article VII. Operations

Election Process

All members of the Student Society of Human Resource Development are eligible to apply for officer positions. Officer applications will be available early April and late October. The requirement for a member to be able to run for an officer position are:

- Must be a U of H student.
- Have a G.P.A of 3.0 or above.
- Must be an active member of SSHRD.
- Complete the application and turn it in on or before the deadline.
- Must be able to hold position for 1 semester.

The current president and vice president will conduct interviews for each candidate. After the interviews they may discuss the qualities of each candidate with the current officers should they wish to. Then, the current president and vice president will make the final decision and appoint their successors.

Removal of Officers

Any officer of the Student Society of Human Resource Development in violation of the organization's purpose or constitution may be removed from office by the following process:

- ▶ A written request by at least three members of the organization.
- ▶ Written notification to the officer of the request, asking the officer to be present at the next meeting and prepared to speak and/or write an e-mail to all members.
- ▶ A two-thirds (2/3) majority vote, via e-mail or GroupMe, will be necessary to remove the officer. One week will be given for online votes.
- ▶ Removed officers will not lose their membership in the organization.

Article VIII. Finances

The Student Society of Human Resource Development will finance the activities it engages in by the following means:

- ▶ Membership dues, which is a \$35 per each semester fee, as outlined in Article III.
- ▶ Fundraising activities decided on by the officers of the Student Society of Human Resource Development.
- ▶ Donations will be accepted.
- ▶ Corporate and private sponsorships

Article IX. Amendments

The constitution is binding to all members of the Student Society of Human Resource Development. However, the constitution is not binding unto itself. Amendments to the constitution may be proposed in writing by any voting member of the Student Society of Human Resource Development.

These amendments must be presented to the executive officers who will then send them out to all members.

Proposed amendments will become effective following approval of two-thirds vote of members with voting privileges. One week will be given for online votes.

Article X. Registration Renewal

The Student Society of Human Resource Development will apply to the Campus Activities office for renewal of registration and attend the orientation meeting on an annual basis.