

Constitution

Gustavus Adolphus College

PLEDGE Substance Free Lifestyle Program

I. Name

- A. The name of this organization shall be: “PLEDGE Substance Free Lifestyle Program.”
- B. The organization may also be known as: “PLEDGE.”

II. General Purpose of PLEDGE

A. Mission of PLEDGE

- 1. PLEDGE is a community of responsible individuals dedicated to maintaining a substance-free lifestyle through both a living and learning environment that is friendly, open-minded and respectful, and a signed PLEDGE contract committing to the substance free lifestyle. Program participants create and implement activities and programs for the enjoyment of the PLEDGE students while intentionally inviting the entire campus community to participate as well as make healthy decisions.

B. Importance of PLEDGE

- 1. The concept of a substance free community was generated by student requests in the early 1990s.
- 2. PLEDGE Substance Free Housing allows students to live a life free from the immediate and residual effects of all types of smoke and tobacco products, alcohol and illegal drugs.
- 3. PLEDGE is a supportive community for students who for personal or medical reasons choose not to smoke, use tobacco products, consume alcohol, or use illegal drugs.

C. Goals of PLEDGE

- 1. To create a living and learning community environment free from the presence and residual effects of alcohol, tobacco and other drugs.

2. To put into action programs and activities for PLEDGE members that will allow for and enhance the development of strong interpersonal relationships, creating a PLEDGE community.
3. To be intentional role-models for the entire campus of the strength and integrity of a substance free lifestyle.
4. To create, implement, and assess attractive programs and activities for the campus community to provide interesting and exciting alternatives throughout the duration of the academic school year.

III. Structure of PLEDGE

A. PLEDGE Program

1. The PLEDGE Program will be considered a Gustavus Housing Program and will be maintained under the authority of the Residential Life Office.
2. Any member of the Gustavus campus community can apply to be a part of the PLEDGE Substance Free Lifestyle Program, whether as a member of PLEDGE Substance Free Lifestyle Housing or on an individual basis throughout the campus.
 - a. To be a part of PLEDGE, incoming first-year students must live in the PLEDGE Substance Free Lifestyle Housing.
 - b. Upperclassmen will have the option of living in the PLEDGE Substance Free Lifestyle Housing or opt to live elsewhere on campus and join PLEDGE by signing the PLEDGE contract.
3. Any member of the Gustavus campus community is invited to participate in the PLEDGE campus-wide programs and activities.

B. PLEDGE Substance Free Lifestyle Housing

1. Students accepted to live in PLEDGE Substance Free Lifestyle Housing will be housed within:
 - a. Norelius A or C Tower
 - b. Gibbs Floors 2, 3, or 4
 - c. Prairie View Hall
2. Assigned to PLEDGE Housing

- a. Incoming first-year students desiring to be a part of the PLEDGE Substance Free Living Program must indicate on their Housing Contract and Preference Questionnaire of their interest in residing in PLEDGE Substance Free Lifestyle Housing.
- b. Upperclassmen may elect to live in PLEDGE Substance Free Housing through the Housing Selection Process in the spring of each academic school year.
- c. Upon arrival in the fall students sign a contract addendum confirming his/her desire to reside in a PLEDGE Substance Free Housing Area, which will be considered an Honor Code.

C. Removal from Substance Free Housing

1. A student that violates the substance free agreement will be relocated to another campus living area.
2. Staff will document the violation of policy.
3. Student will meet with his/ her respective Area Coordinator. During this conversation, an alternate rooming assignment will be discussed and deadline for moving out of the Substance Free room will be made.

D. PLEDGE Membership at Large

1. Upperclassmen will be able to gain membership to the PLEDGE Substance Free Lifestyle Program and community without living in the assigned substance free residential areas.
2. If not in PLEDGE Substance Free Lifestyle Housing, students desiring to gain membership will need to sign a PLEDGE contract available in September of the academic school year.

E. PLEDGE and International Studies Program

1. While the PLEDGE Program is an Honor Code, a student studying abroad may choose to drink as part of the enrichment of that cultural experience.

F. PLEDGE Council

1. A PLEDGE Council will be elected to plan, implement and oversee activities for members of the PLEDGE Substance Free Lifestyle Program and for members of the larger campus community.

IV. PLEDGE Council

A. Structure of the PLEDGE Council

1. The Executive Board shall consist of the following five officials:
 - a. The PLEDGE President
 - b. The PLEDGE Vice-President
 - c. The PLEDGE Secretary
 - d. The PLEDGE Treasurer
 - e. The PLEDGE Historian
2. The PLEDGE Council shall also be filled with Student Representatives, two elected from each PLEDGE floor or section, and one representative elected for every fifteen at large members of PLEDGE.
3. A PLEDGE Collegiate Fellow may also serve as member of the PLEDGE Council if he/ she so desires. As a member, a PLEDGE Collegiate Fellow will be expected to fulfill all duties as a member of the PLEDGE Council, including meeting attendance.

B. Relationship with Residential Life

1. The PLEDGE Council, being that PLEDGE is a Residential Life Housing Program, will work with Residential Life to create a program helpful and encouraging to students choosing to live a substance free lifestyle.
2. The PLEDGE Council will work closely with the Assistant Dean of Students/ Residential Life Director and the PLEDGE Area Coordinators who will also be members of the PLEDGE Executive Board.
3. In the event that there is an active PLEDGE Intern working through the Residential Life Office, that person will act as an advisory role to the PLEDGE Council. The intern will not have voting power, unless he/she is elected to the council by his/her floor/section or at large membership.

C. PLEDGE Committees

1. At various times, committees will be established consisting of PLEDGE Council members to plan, oversee and implement various activities for PLEDGE members, the entire Gustavus community, or for other tasks

deemed necessary by the Executive Board (i.e. Constitutional Amendments).

V. Eligibility

- A. Any student who has signed and abided by the PLEDGE contract is eligible to be elected to the PLEDGE Council.
- B. A student may become a part of the PLEDGE Council by winning an election as a PLEDGE Representative of a PLEDGE Housing section or floor, or of the at large membership vote.
- C. Selection of PLEDGE Representatives
 - 1. PLEDGE under the sponsorship of Residential Life and the Executive Board will hold elections in September of each academic year.
 - a. Students in each floor or section will elect two student representatives.
 - b. Members of the at large portion in the PLEDGE Substance Free Program will elect from amongst themselves representatives to the PLEDGE Council. The total number of representatives will be based on one representative for every fifteen members. All at large members will vote for all at large representatives.
 - c. Representatives are elected to serve for one academic year and may run for reelection the following September.
 - d. Elections will be held in each PLEDGE Housing floor or section and will be ran the Collegiate Fellow of that floor or section, who will then send the names of the elected officials to the PLEDGE President.
 - e. At large elections will be held concurrently with the PLEDGE residential election, but will be facilitated through the Residential Life Office and sponsored by the Executive Board.
 - f. After all the representatives are elected, the President will send out the names of the entire PLEDGE council to all PLEDGE residents.
- D. Selection of PLEDGE Council Executive Board

1. In the Spring of each academic school year, the current PLEDGE Council will elect five members to fill the five positions of the Executive Board for the upcoming academic school year.
2. All PLEDGE Members who will be a part of the PLEDGE Program the following school year are eligible for the PLEDGE Council Executive Board.
3. Selection of PLEDGE Vice-President, PLEDGE Secretary, PLEDGE Treasurer and PLEDGE Historian
 - a. Prior to the Spring election, any current PLEDGE member may nominate himself/ herself or another for PLEDGE Vice-President, PLEDGE Secretary, PLEDGE Treasurer and PLEDGE Historian. Each nominating person should provide a brief summary explaining why the nomination is qualified for the position and should be selected. Nominations will be submitted to the PLEDGE Council.
 - b. Upon verification of the nominees, a ballot will be created. The PLEDGE Council will discuss the qualifications of each of the nominees and then vote.
4. Selection of PLEDGE President
 - a. Only members of the current PLEDGE Council are eligible to fill the position of PLEDGE President for the next school year.
5. If there is a shortage of members willing to become a part of the Executive Board, the PLEDGE Council will hold an election to fill that position in October, after the elections of the PLEDGE Representatives.

E. Selection of PLEDGE Intern

1. The selection of the PLEDGE Intern will occur in the Spring of each year. All PLEDGE Members who will be involved with the program the next year are eligible for the position.
2. The selection will be an application process. Applications will be made available in early Spring. Applications are turned in to the Residential Life Office.

3. The PLEDGE Council will review all applications and make suggestions to Residential Life. The final selection will be made by Assistant Dean of Students/ Residential Life Director and the PLEDGE Area Coordinators.
4. The student selected will be required to come to campus prior to the start of the academic school year to participate in a PLEDGE Program Assistant Training.

VI. Removal from Office

- A. A student shall voluntarily remove himself/ herself from the PLEDGE Council if he/she no longer is able to fulfill the requirements of the role.
 1. This representative will offer his/her written resignation to the PLEDGE President, and the President will bring the written resignation to the following PLEDGE Council meeting in order to inform the members.
- B. If a PLEDGE Council member is found to be delinquent in his/ her duties, he/ she will be notified of his/ her delinquency and placed on a thirty-day probation period. At the end of these thirty days, the Executive Board, Director of Residential Life and PLEDGE Area Coordinator(s) will meet in order to review his/ her performance. At this time, the Executive Board, Director of Residential Life and PLEDGE Area Coordinator(s) may elect to remove the council member with a $\frac{3}{4}$ vote in favor of removal.
- C. If a PLEDGE Council member is removed from the PLEDGE Program due to drinking violations, he/ she will be removed from the Council.
- D. Any student who is removed from office will be replaced in a timely fashion. If a representative is removed, the represented section or floor will immediately hold an election to fill the spot. If an Executive Board member is removed from office, the Council will hold a special election to fill the position.

VII. Responsibilities of PLEDGE Council Members

- A. The PLEDGE President shall:
 1. Serve as the presiding officer at all PLEDGE Council Meetings.
 2. Oversee all school activities under the responsibility of the PLEDGE Council.

3. Create and post an agenda for all regularly scheduled meetings no later than two days prior to the meeting.
4. Act as a regular, voting member of the Executive Board but will vote only to break ties in PLEDGE Council Meetings.
5. Order PLEDGE Executive Board Meetings as needs dictate.
6. Serve as communication between PLEDGE Council and Residential Life.

B. The PLEDGE Vice-President shall:

1. Assist the PLEDGE President in the organization and execution of all meetings and activities.
2. Act as the presiding officer at all PLEDGE Council Meetings when the president is unable to attend.
3. Assume the office of PLEDGE President if the president is unable to fulfill the duties of the office.
4. Serve as the sergeant-at-arms charged with maintaining order during PLEDGE Council Meetings.
5. Act as the parliamentarian at all PLEDGE Council Meetings.
6. Responsible for reserving meeting rooms for the PLEDGE Council.

C. The PLEDGE Secretary shall:

1. Take the official attendance and minutes of all PLEDGE Council Meetings and post them in a timely fashion.
2. Take the official attendance and minutes of all PLEDGE Executive Board Meetings and post them in a timely fashion.
3. Report the minutes of the previous meetings and keep them on file.
4. Determine the presence of a quorum, defined as 50% plus one of the eligible and voting members of the PLEDGE Council.
5. Send out e-mail to PLEDGE Council about upcoming meetings and tasks.

D. The PLEDGE Treasurer shall:

1. Keep all records pertaining to the collection and accounting of PLEDGE funds in conjunction with those in the Residential Life Office.
2. Work with various committees for PLEDGE activities to ascertain appropriate funding and support.

3. Present a report of activity spending to the PLEDGE Council at each meeting.

E. The PLEDGE Historian shall:

1. Keep an accurate record of all PLEDGE Program activities.
 - a. Maintain a summary of the activity as well as photos and other tangible evidence.
2. Work with Residential Life to maintain the PLEDGE Program webpage.

F. The PLEDGE Representatives shall:

1. Serve as a liaison to report the interest of their floors or sections to the PLEDGE Council.
2. Inform their floors or sections of the matters and decisions of the PLEDGE Council by posting minutes of the most recent meetings in each of the sections.

G. The Assistant Dean of Students/ Residential Life Director and the PLEDGE Area Coordinators shall:

1. Serve as both the PLEDGE Program moderators and as the liaison between the PLEDGE Program and the Faculty, Administration and Staff regarding all issues that affect the student body as a whole.
2. Work closely with the PLEDGE Council concerning the distribution of funds and implementation of activities.

VIII. Meetings

A. PLEDGE Council Meetings

1. PLEDGE Council Meetings will be held each Sunday evening at 7:00 pm.
2. Other PLEDGE Council Meetings may be called, as need dictates.
3. The PLEDGE President will preside over these meetings.
4. Meetings shall be governed by the rules of parliamentary procedure, and enforced by the PLEDGE Vice-President.
5. A majority (50% + 1) decides the outcome of all PLEDGE elections and PLEDGE Council votes, with the exception of Constitutional Amendments, which require a 2/3 + 1 majority.

6. All are invited to participate as non-voting members of the PLEDGE Council Meetings.
7. Any member of the PLEDGE Program and Gustavus Adolphus College community who chooses to be present at a PLEDGE Council Meeting will be subject to the Vice-President acting in his capacity as sergeant-at-arms. Pledge Council Members will fulfill duties as established in article VII.

B. Meeting Attendance

1. Attendance is required of all PLEDGE Council members to each meeting and is part of the duties of the PLEDGE Council members.
2. Excused absences will consist of school events or personal emergency.
3. If one is unable to attend the next meeting, he/ she should send an e-mail to the Executive Board members prior to the meeting explaining the circumstances.
4. The PLEDGE Secretary should keep ample note of attendance as well as excused and unexcused absences.
5. At the discretion of the Executive Board, frequent unexcused absences can lead to a thirty-day probation period as outlined in article VI B.

C. PLEDGE Executive Board Meetings

1. These meetings will be called when deemed necessary by the PLEDGE President and/ or Assistant Dean of Students/ Residential Life Director or PLEDGE Area Coordinator(s).
2. These meetings will serve to clarify PLEDGE organizational issues, relations to the faculty, administration and staff, and to assist in the establishment of the priorities and direction for PLEDGE Council Meetings.

IX. Amendment of the PLEDGE Constitution

- A. Upon the approval of the PLEDGE Executive Board, this Constitution may be opened for amendment at any meeting of the PLEDGE Council upon a 2/3 + 1 majority vote, after the Secretary has certified the presence of the quorum, and

provided that the amendment is submitted in written form prior to the posting of the agenda to the Executive Council.

X. Ratification

- A. This Constitution shall go into effect beginning with the spring semester of the 2007-2008 academic school year. The provision of this Constitution will guide the PLEDGE Executive Board elections for the 2008-2009 school year.
- B. Upon ratification, this Constitution will be the official operational document of the Gustavus Adolphus College PLEDGE Substance Free Lifestyle Program. It will remain so until it is amended or replaced.
- C. This Constitution shall serve as both the empowerment instrument and the guidance for the PLEDGE Substance Free Lifestyle Program of Gustavus Adolphus College.

XI. Constitution Review

- A. The PLEDGE President will initiate a review of the PLEDGE Constitution every February and will report his/ her findings to the Executive Board.
- B. If, upon completion of the review, it is found necessary to amend this document, it will be done so according to the provisions set forth in article IX A.

We, the undersigned, do hereby enact and ratify this Constitution for the PLEDGE Substance Free Lifestyle Program of Gustavus Adolphus College on this 27 day of April 2008. It shall serve as the operational document and as the tool of empowerment for both this organization and the members of the PLEDGE Program. This Constitution shall serve these purposes until such time as it is reviewed and amended in accordance with the provisions set herein.

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First Amendment

Constitution of the PLEDGE Substance Free Lifestyle Program Gustavus Adolphus College

I. Membership to the PLEDGE Substance Free Lifestyle Program

- A. *Whereas*, as outlined within the original framework of the PLEDGE Constitution, first-year students seeking membership to the PLEDGE Substance Free Lifestyle Program were asked to live in the PLEDGE Substance Free Lifestyle Housing.
- B. *Be it resolved*, first-year students seeking to be a part of the PLEDGE Substance Free Lifestyle Program will now have the option to be a part of PLEDGE by either joining as a member of the PLEDGE Substance Free Lifestyle Program or by joining as a member of the PLEDGE At-Large Program, saving they sign the PLEDGE contract and continue to live a substance free lifestyle.

II. Modification of PLEDGE Constitutional Clauses

- A. Upon the ratification of this First Amendment by the PLEDGE Council, the following changes shall be made to the PLEDGE Constitution:
 - 1. **Article III A 2 a** and **Article III A 2 b** shall be combined as **Article III A 2 a** and now read as follows:

“To be a part of PLEDGE, members of the Gustavus community will have the option of living in the PLEDGE Substance Free Lifestyle Housing or opt to live elsewhere on campus and join PLEDGE by signing the PLEDGE contract.”
 - 2. **Article III B 2 a** shall be modified and now read as follows:

“Incoming first-year students desiring to be a member of PLEDGE through living in the campus’ substance free lifestyle residential areas must indicate on their Housing Contract and Preference Questionnaires of their interest in residing in the PLEDGE Substance Free Lifestyle Program.”
 - 3. **Article III D 1** shall be modified and now read as follows:

“All Gustavus students will be able to gain membership to the PLEDGE Substance Free Lifestyle Program and community without living in the assigned substance free residential areas.”

III. Ratification of Amendment

- A. Upon the approval of the PLEDGE Executive Board and a 2/3 + 1 majority vote of the PLEDGE Council, this First Amendment shall be enacted.

Be it resolved, the PLEDGE Council does hereby enact and ratify this First Amendment to the Constitution for the PLEDGE Substance Free Lifestyle Program of Gustavus Adolphus College on this 12 day of October 2008. It shall, alongside the PLEDGE Constitution, serve as the operational document and as the tool of empowerment for both this organization and the members of the PLEDGE Program. This First Amendment shall serve these purposes until such time as it is reviewed and amended in accordance with the provisions set herein.